

REGULATION

WASHINGTON TOWNSHIP
BOARD OF EDUCATION

OPERATIONS
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STUDENT INSURANCE

R 8760 STUDENT INSURANCE

The School Business Administrator/Board Secretary will contact the insurance consultant, or district broker of record, no later than April 30 of each year to obtain the recommendations regarding students' insurance coverage for the coming year.

At that time, the Assistant Superintendent for Business will send to the insurance consultant, or district broker of record, any and all proposals the district has received from insurance companies.

No later than May 30 of each year, the insurance consultant, or broker of record, will report the findings back to the Assistant Superintendent for Business who will present and discuss them with the Superintendent of Schools.

The Superintendent of Schools shall present his/her final recommendation to the Board of Education at its regular meeting in June.

The Assistant Superintendent for Business shall prepare the procedures for informing the parents/guardians of the coverage available.

A letter will be distributed which describes and explains the insurance program and coverage in effect for that year.

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