

## **CODE E5**

### ***RISK MANAGEMENT***

#### **Policy**

It is the policy of the Chittenden South Supervisory Union and its member school districts (Charlotte, Hinesburg, Shelburne, Williston and Champlain Valley Union) boards to minimize risk to the supervisory union as it discharges its responsibility for properly managing the resources of the school system. This responsibility includes concern for the safety of students, employees and the public, as well as concern for protecting the system's property from loss. No new program, policy or procedure will be adopted or approved by the board without first giving careful consideration to the school system's risk exposure.

#### **Guidelines**

The superintendent or designee shall be responsible for establishing a risk management and insurance program covering all property and program risks related to the performance of the educational and service missions of the system. This risk management and insurance program shall include means for identifying, eliminating, reducing, retaining, or transferring risk. Only when a particular risk cannot be eliminated or feasibly retained by the system shall it be transferred by the purchase of insurance.

The board realizes that the assumption of some predictable risks is the most economically feasible method of treating certain exposures. When it is in the apparent best interest of the system, the board may budget for and retain limited and predictable risks of financial loss, through the use of contingency funds, deductibles, or other strategies.

Insurance shall be purchased on the basis of service offered by the insurer, the reliability and financial stability of the insurer, and price of the insurance as competitively determined in accordance with 16 V.S.A. §1756.

The board does not recognize any obligation to purchase insurance from a particular agent, broker or insurer representative or from any group of agents, brokers or insurer representatives other than an obligation based on the above stated considerations.

The superintendent is responsible for preparing an annual risk management audit report for review by the board. The report shall include a description of the system's current risk management program and a summary of the existing insurance coverage.

The superintendent may seek professional risk management advice, within budget constraints, in order to develop, implement, maintain, and audit an effective risk management program for the system.

*Code E5: Risk Management*

	<b>Date Warned</b>	<b>Date Adopted</b>
Chittenden South Supervisory Union	12/30/05	1/11/06
Champlain Valley Union High School	1/25/2006	2/8/2006
Charlotte School District	1/27/2006	2/7/2006
Hinesburg School District	1/25/2006	2/8/2006
Shelburne School District	1/25/2006	2/8/2006
Williston School District	1/25/2006	2/8/2006

*Legal Reference(s):* 12 V.S.A. §5781 (Non-profit organizations)  
16 V.S.A. §1756 (Protection of school officials and staff)

*Cross Reference:* Student Safety (F7)  
Safety and Security (E7)