

Lakeland Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Insurance Management	Descriptor Code: 3.600	Issued Date: 07/14/14
		Rescinds: 3.600	Issued: 02/10/14

1 The insurance program shall provide coverages in a minimum of the following broad categories:

- 2 1. Property: Buildings and contents against fire, extended coverage, vandalism and malicious
3 mischief, boiler and machinery explosion; and vehicles;
- 4 2. Liability: Board members, Superintendent and employees resulting from discharging their
5 duties;
- 6 3. Worker's compensation; and
- 7 4. Fidelity: Blanket bond and fiscal agent's bond as required by statute.

8 The superintendent shall continually review the insurance program to ensure that adequate protection
9 is being provided at a reasonable price.

10 **GROUP HEALTH**

11 The Board shall provide group health insurance for all full-time employees.¹

12 Board approval of group insurance for which the Board makes partial payment shall be given on
13 recommendation of a committee comprised of at least one representative of each participating entity in
14 the Health insurance pool.

15 **PHI (Protected health Information)**

16 The Municipal School District shall comply with the Health Insurance Portability and Accountability
17 Act (HIPAA),³ and Health Information Technology for Economic and Clinical Health Act (HITECH)
18 ⁴ in the securing Protected Health Information.

19 **GROUP LIFE**

20 The Board shall provide group life insurance for all full-time employees.¹

21 **RETIREES²**

22 **For Lakeland School System employees who have attained at least three consecutive years of TCRS
service in any Shelby County school system (Shelby County Schools, Arlington Community Schools,
Bartlett City Schools, Collierville Schools, Germantown Municipal School District, or Millington
Municipal School District) as of July 1, 2016 and who were hired by Lakeland School System directly
from any Shelby County school system between January 1st, 2017 and October 15th, 2018**

**~~hired directly from Shelby County Schools prior to August 4, 2014 and employees hired by Lakeland
School System between January 1, 2014 and June 30, 2014:~~**

1 Payment of individual hospitalization insurance coverage shall be available for any retiring employee
2 at the same cost as for other employees until the employee reaches age sixty-five (65) provide that:

- 3 1. The employee is eligible for retirement under the eligibility standards as set by Tennessee
4 Consolidated Retirement System; and
- 5 2. The employee has enrolled in the Lakeland School System-sponsored insurance plan for one
6 (1) full year immediately prior to retirement; and
- 7 3. The employee has completed fifteen (15) years' service with Lakeland School System.
8 a. For employees in this category hired directly from Shelby County Schools, prior service
credited by Shelby County Schools will be applied to the 15-year service requirement.
b. For employees who have attained at least three consecutive years of TCRS service in any
Shelby County school system (Shelby County Schools, Arlington Community Schools, Bartlett
City Schools, Collierville Schools, Germantown Municipal School District, or Millington
Municipal School District) as of July 1, 2016 and who were hired by Lakeland School System
directly from any Shelby County school system between January 1st, 2017 and October 15th,
2018, prior service hours credited by any Shelby County school system will be applied to the 15
year service requirement.

10 Life insurance shall be continued at one time annual earning to cap at \$50,000 meeting the above
11 requirements. This benefit is paid 100% by the board.

12 ~~For Lakeland School System employees whose effective hire date is July 1st, 2014 or after who do
13 not fall into the category above:~~

~~14 A defined contribution shall be available for any retiring employee to go toward the purchase of a
15 health policy on the open market for five years following effective date of retirement or until the
16 employee reaches age sixty five (65), whichever comes first, provided that:~~

- ~~17 1. The employee is eligible for retirement under the eligibility standards as set by Tennessee
18 Consolidated Retirement System; and~~
- ~~19 2. The employee has been enrolled in Lakeland School System-sponsored insurance plan for one
20 (1) full year immediately prior to retirement; and~~
- ~~21 3. The employee has completed fifteen (15) years' consecutive service with Lakeland School
22 System.~~

~~23 Life insurance shall be continued at \$10,000 under the same terms for employees meeting the above
24 requirements. This benefit is paid 100% by the board.~~

Legal References

1. TCA 49-2-209
2. TCA 49-5-906
3. HIPPA, 42 U.S.C. § 1320d-1
4. HITECH