

The Minidoka County Joint School District No. 331 Board of Trustees will provide insurance coverage for the District's employees pursuant to the "Master Agreement" for bargaining unit members and pursuant to board policies for classified employees.

**Provisions:**

The following provisions will be used in the implementation of this policy:

**1. Organization of Insurance Committee**

- a. An insurance committee shall be established and serve at the pleasure of the Board of Trustees to study personnel fringe benefit insurance and make recommendations to the Board of Trustees through the negotiations teams regarding possible adoption and implementation of personnel fringe benefit insurance policies for District employees and retirees.
- b. Committee representatives will report to the Board at a regular Board meeting to review the District's personnel fringe benefit insurance policies and to recommend solicitation of quotes from insurance companies.
- c. The committee will be available to meet with the negotiating teams to discuss trends and current history of district benefits. They will also discuss up to three options regarding possible adoption and implementation of personnel fringe benefit insurance policies for District employees and retirees.
- d. The Insurance Committee shall be composed of:
  - i. One (1) District Service Center administrator
  - ii. Two (2) building level administrators
  - iii. One (1) employee representative from each of the following work sites to represent: Acequia, Heyburn, Paul, Rupert, East Minico, West Minico, & Minico High School; and Mt. Harrison Jr/Sr High School (IYR/JDC)
  - iv. One (1) representative of the District's classified employees from each of the following bullets:
    - Special Services, Special Programs, Student Achievement and School Improvement, (Federal Programs)
    - Maintenance
    - Food Service
    - Transportation
  - v. One (1) District Retiree to represent retired members of the District
  - vi. One (1) Board Member
- e. Members shall be appointed by each work site principal and/or supervisor.

- f. A chairperson will be elected from the membership who will have responsibility for calling and conducting meetings, and making recommendations to the Board of Trustees. The District Benefit Specialist, or designee, will maintain regular minutes of all meetings.
- g. A co-chairperson will be elected to fill the chairperson position the following year.

**2. Organization of an Executive Insurance Committee**

- i. The Executive committee shall be composed of:
  - ii. The elected Chairperson of the Insurance Committee
  - iii. The elected Co-chairperson of the Insurance Committee
  - iv. One District Service Center Administrator
  - v. District Benefits Specialist
- a. The executive committee will meet as needed to assess current concerns of the District’s insurance plans. As needs arise the District Insurance Committee will be called into session to assess current concerns and/or changes to the District insurance benefits and make recommendations to the Board of Trustees as they deem advisable.



**LEGAL REFERENCE:**

**ADOPTED: September 1993**

**AMENDED/REVISED: July 19, 2004; May 21, 2009; May 21, 2012; March 16, 2015; June 20, 2016**