



Independent School District 152



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MAPS School Board District Health Insurance Committee

Administrative Procedure: 213.4

Date Adopted: 07/18/22

Date Reviewed: 07/18/22

Section: 200 School Board

Date Revised:

I. PURPOSE:

This procedure defines the membership and expectations of the Health Insurance Committee for its operation.

II. GENERAL STATEMENT

The Health Insurance Committee is an advisory committee that focuses on the review of data and trends to make recommendations regarding the district's self-funded health insurance plan, adopted by the School Board and made effective on January 1, 2014.

III. MEMBERSHIP

1. The committee is comprised of the following members:

- a. Up to two (2) School Board members;
- b. Superintendent or designee;
- c. Assistant Superintendent of Business and Administrative Services;
- d. Director of Business Services;
- e. Benefits Specialist; and
- f. A minimum of one (1) member of each recognized employee unit.

Employee units include administrative assistants, bus drivers, confidential administrative assistants, custodians, food services, non-aligned, paraprofessionals, principals, supervisors, teachers, and T.C.I.

2. The Assistant Superintendent of Business and Administrative Services and/or designee will facilitate this committee.

3. All terms are for two years and members can be re-appointed.

IV. RESPONSIBILITIES

1. The committee will review insurance data and recommend changes to the School Board annually or as needed.

2. Serve the interest of the School Board and employees of the Moorhead Area Public Schools.

3. Recommend changes to the third-party administrator based on Minn. Stat. 471.6161 and/or any information based on the needs of the district and the existing health insurance plans.

4. Recommend the level of annual or other contributions to the self-insurance fund by the employees and district in consultation with the insurance consultant and their work with the third-party administrator.

5. Identify areas of increased utilization of health care plans and mitigate utilizing informational and wellness campaigns within the district.

6. Serve as an information bridge between the school board and employees regarding the status of health care programming and premiums.

7. Work with the School Board and insurance consultant as needed in any matters pertaining to health benefits.

MEETINGS:

1. The meetings will be held at the MAPS Operations Center or held virtually during the school year. Dates and times will be determined by the committee. Meeting minutes will be available on the school district website.

2. Meeting agendas and minutes will be available on the school district website.

Legal References:

Minn. Stat. 43A.24 (Public Employees Insurance Program)

Minn. Stat. 123B.09 (Boards of Independent School Districts)

Minn. Stat. 123B.75 (Revenue; Reporting)

Minn. Stat. 471.6161 (Group Insurance; Governmental Units)

Minn. Stat. 471.617 (Self-Insurance of Employee Health Benefits)

Minn. Stat. 471.895 (Gift Ban)