

ROBERT V. REIM COMPANY

INSURANCE CONSULTING
BID MANAGEMENT



SCHOOL INSURANCE NEWSLETTER

February 2026

Insurance Coverage Audits

There has been little change with insurance pricing for the past couple of years, and we do not expect 2026 to have any surprises. Districts may not currently bid coverages, but “checkups” are still needed.

We often see vehicles and buildings that have not been removed. Property values need to be revised. Are schedules checked with Transportation and Facilities/Construction departments? Any new buildings or renovations? Are new programs covered? What about drones? Are any premises located in flood zones? Are all Career and Technology (including Health Sciences) activities covered? Does the District comply with insurance requirements in contracts? Is the Board Liability coverage sufficient? What about Data/Cyber limits and coverages? Are Active Shooter and Violent Acts exposures covered; what are the limits? Are Employee Dishonesty and Theft of Funds covered? Are nurses covered for Professional Malpractice? How do rates compare? What about Mutual Aid agreements? Contractor and supplier insurance requirements? Co-op programs? Police: District or “Rent-a-Cop”? Concealed firearms? Are foundations covered? These and other details need to be carefully reviewed.

Most audits save more than they cost.

Retention & Filing of Insurance Information

Gone are the days when insurance documents are sent to storage. **Require that all coverage documents be electronic.** Scan hard copies if needed. Important e-mails containing coverage and claim information should be saved as PDF files.

1. An important benefit of having electronic copies is the ability to search the document.
2. This is how we set up our files for our client districts. Not all sub folders are needed for each year.
3. File names should be changed to reflect the contents.
Example: /Insurance/2024/Auto/Claims/Auto Liability Claim DOA 05-25-24 Subject
4. Many insurers do not provide complete coverage documents every year. Some interlocals issue a letter only showing changes to the documents.

Folder	Sub Folder	Sub Folder 2	Sub Folder 3 or Files
Insurance	Year	Agreements	Interlocal, Services, Fees
		Auto	Proposals/Bids or Sub Folder 2
		Package – Property & Casualty	if proposal covers multiples
		Casualty-Liability	Coverage Documents &
		Property	Endorsements
		Worker’s Compensation	Schedules & Appraisals
		Student Accident	Claims
		Unemployment	Loss Runs
Miscellaneous Coverages	Loss Prevention		
			Correspondence

Not every Sub Folder may be necessary every year.