



2023-2024 NCSBT EO/GL Renewal Invoice/Participation Agreement (TIME SENSITIVE)

1 message

Donna Lynch <dlynch@ncsba.org>

Wed, May 17, 2023 at 5:20 PM

To: Aaron Greene <agreene@polkschools.org>, Debora Lovelace <dlovelace@polkschools.org>

Cc: Melody Coons <mcoons@ncsba.org>

For the last 40 years, the North Carolina School Boards Trust (“NCSBT”) member-funded, member-managed risk management program has offered participating member boards of education an alternative to insurance for managing their various risks. As a current member of the NCSBT Errors and Omissions/General Liability Fund (“EO/GL Fund”), your Board’s *2023-2024 EO/GL Fund Contribution Renewal Invoice and Participation Agreement* are attached. Please note below the action required to renew your Board’s participation in the NCSBT EO/GL Fund for the 2023-2024 fund year.

TIME SENSITIVE ACTION REQUIRED:

(1) RETURN FULLY EXECUTED PARTICIPATION AGREEMENT BY JUNE 30

The Board’s executed Participation Agreement must be returned to NCSBT by no later than Friday, June 30, 2023, to prevent the expiration of your Board’s errors and omissions and general liability coverage through NCSBT. **If NCSBT does not receive your fully executed Participation Agreement by June 30, 2023, the Board’s coverage will expire on July 1, 2023, at 12:01 a.m.**

Signature Requirement: The signature section of the Participation Agreement should be completed consistent with your Board’s policy(ies) on contracts to include either (1) the signature of the superintendent, if authorized, OR (2) the signature of the board chair (or his/her designated substitute per board policy and/or NC law). The finance officer must sign the preaudit section at the bottom of the Participation Agreement.

(2) SEND EO/GL FUND CONTRIBUTION PAYMENT TO NCSBT BY JULY 1

Fund contributions are due to NCSBT on or before July 1, 2023. Please note that late payment may impact your Board’s coverage.

Due to check fraud and USPS delivery issues last year, payments should be made electronically via ACH (preferred) or with a check payable to the North Carolina School Boards Trust via FedEx or Hand Delivery. Details regarding these payment options are included on the attached invoice.

Over the years, several coverage enhancements were added to the EO/GL Fund to respond to members’ evolving risk management needs. We are pleased to continue offering these coverages and benefits to EO/GL Fund members for the 2023-2024 fund year.

We look forward to working with you and your Board in the coming year. Please do not hesitate to contact me if you have any questions.

Regards,

Donna Lynch
Litigation Counsel
North Carolina School Boards Association
(919) 747-6685
dlynch@ncsba.org

2 attachments

 23-24 EOGL Renewal Invoice_Polk.pdf
91K

 EOGL Fund Part Agmt_23-24 Polk BOE.pdf
210K



**NORTH CAROLINA SCHOOL BOARDS TRUST
ERRORS & OMISSIONS/GENERAL LIABILITY FUND**

Fund Contribution—Renewal Invoice

Member: Polk County Board of Education **Date Issued:** May 15, 2023
Invoice No.: EOGL2324-54 **Payment Due on or Before:** July 1, 2023

Coverage Period: July 1, 2023, at 12:01 a.m. to July 1, 2024, at 12:01 a.m.

| | |
|-----------------------------------|-------------------|
| 2023-2024 EO/GL Fund Contribution | \$3,622.00 |
| Total Fund Contribution | \$3,622.00 |

MEMBER BENEFITS INCLUDE:

- ★ Errors and Omissions coverage
- ★ General Liability coverage
- ★ Drone Liability coverage (for scheduled drones)
- ★ Cyber Liability coverage
- ★ Supplemental Cyber Reimbursement
- ★ Sexual Acts and Abuse Liability coverage
- ★ Medical Expense coverage, for school guests and students, including athletics injuries
- ★ Preservation of school board immunity for applicable claims (unlike commercial insurance)
- ★ Full defense costs of covered declaratory actions and contract litigation, with no sub-limits
- ★ Expert panel of school and insurance attorneys to handle covered litigation
- ★ Active Shooter Workplace Violence Crisis Response Group Insurance

For specific coverage terms and restrictions, refer to your member coverage agreement and the active shooter group policy.

Payment Options

Due to check fraud and USPS delivery issues last year, payments should be made electronically via ACH (preferred) or with a check via FedEx or Hand Delivery. Please do not combine this payment with other payments due to NCSBA or NCSBT. If you have any questions concerning this invoice, please call Melody Coons at (919) 747-6684.

To pay via ACH:

NC School Boards Trust – Errors & Omissions/General Liability
Routing/ABA: 021052053 (Truist)
Acct. #: 27531801
Invoice #: EOGL2324-54

Please include the invoice number and payment description to help ensure posting to the correct invoice.

To pay via Check, FedEx or Hand Deliver to:

North Carolina School Boards Trust
7208 Falls of Neuse Rd, Suite 301
Raleigh, NC 27615
Attn: Melody Coons

Please include a copy of this invoice with the check payment.

**AGREEMENT TO PARTICIPATE IN THE
NORTH CAROLINA SCHOOL BOARDS TRUST
ERRORS & OMISSIONS/GENERAL LIABILITY FUND**

The North Carolina School Boards Trust (hereinafter the "Trust" or "NCSBT") provides local boards of education the opportunity to budget funds for the purpose of paying all or part of a covered claim made or civil judgment entered against the board, its members, or employees, or its former members or employees, when such claim is made or such judgment is rendered as damages on account of an act done or omission made, or an act allegedly done or omission allegedly made, in the scope of their duties as members of the local board of education or as employees pursuant to the terms, conditions, and limits of the NCSBT Errors & Omissions/General Liability Trust Fund Coverage Agreement (hereinafter the "Coverage Agreement"). The Trust does not provide any coverage for any claim which could not be paid by a local board of education pursuant to N.C.G.S. §115C-43(b) or successor statute. The Coverage Agreement is not a contract of insurance by a company or corporation duly licensed and authorized to execute insurance contracts in this State or by a qualified insurer as determined by the Department of Insurance. Therefore, the Coverage Agreement expressly is not considered a waiver of governmental immunity as provided in N.C.G.S. §115C-42. No coverage provided in the Coverage Agreement duplicates state-funded liability insurance for public school employees.

This Participation Agreement (hereinafter the "Agreement"), in accordance with the provisions of N.C.G.S. §160A-460 through -464, is entered into by and between the Trust and the undersigned board of education or other educational entity (hereinafter the "Member"), which is a member of the North Carolina School Boards Association (hereinafter "NCSBA"), for the purpose of the North Carolina School Boards Trust Errors & Omissions/General Liability Fund (hereinafter the "Fund") providing to the Member liability coverages and no-fault coverage for medical expenses arising out of accidental injury, such coverages to be provided in accordance with the terms, conditions, and limits set forth in the Coverage Agreement and the No-Fault Coverage for Medical Expenses Arising Out of Accidental Injury Endorsement (hereinafter the "Medical Expense Endorsement").

The duration of this Agreement shall be for a term commencing at 12:01 a.m. on the date indicated elsewhere in this Agreement and continuing for the remainder of the fund year thereafter.

The Trust and the Member are desirous of setting forth the obligations and responsibilities of each party.

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants contained herein, the parties, intending to be legally bound hereby, agree as follows:

- I. THE TRUST AGREES THAT SO LONG AS THE MEMBER IS PARTICIPATING HEREUNDER, IT WILL:
 - A. Make liability coverage available to the Member in accordance with the terms, conditions, and limits set forth in this Agreement, the Coverage Agreement, and the excess insurance coverage purchased by the Trust. Coverage provided by the Fund shall be excess over any insurance or other coverage covering the Member board or its employees, except that no coverage provided by the Fund duplicates state-funded liability insurance covering the Member's employees, whether such insurance is primary, excess, contingent, or otherwise, and no cyber liability coverage is provided by the Fund where the Member has purchased commercial cyber liability insurance or other cyber liability coverage.
 - B. Make no-fault coverage for medical expenses available to the Member in accordance with the terms, conditions, and limits set forth in the Medical Expense Endorsement. No-fault coverage for medical expenses provided by the Fund shall be excess over any insurance or other coverage available to any injured person.
 - C. Make available to the Member a first-party group commercial crisis response policy, to be provided in accordance with the terms, conditions, and limits set forth in the policy.
 - D. Establish within the Trust separate cash reserve funds from the contributions of all Members, which funds shall be invested and shall not be intermingled with any other funds of the Trust and which funds shall be used by the Trust or its designee to:

1. Pay all operational and administrative costs incurred by the Trust attributable to the Fund.
 2. Defend and/or pay covered liability claims made against the Member or other covered persons and reported to the Trust during the term of this Agreement, subject to a **\$5,000 deductible per claim**, and subject to the terms, conditions, and limits of the Coverage Agreement, the excess insurance purchased by the Trust, the Trust's Claim Settlement Practices, and the Trust's Litigation and Billing Procedures. If a Member elects to discontinue participation in the Fund, the Trust will continue to handle all claims made and timely reported to the Trust during the term of this Agreement, until such claims are resolved or closed. The Trust does not provide coverage for the payment of claims which could not be paid by a local board of education pursuant to N.C.G.S. §115C-43(b).
 3. Pay claims for medical expenses arising out of accidental injury, subject to all terms, conditions, and limits set forth in the Medical Expense Endorsement.
 4. Purchase excess insurance for the benefit of the Member.
- E. Collect from each Member contributions based upon the loss experience of the Member and the loss experience of the Fund, operating expenses, excess insurance costs, and exposure of each Member. Such contributions shall be kept in designated reserve funds, and from such funds all administrative, excess insurance, and claims costs shall be paid.
- F. Reserve the right to require an additional or supplemental fund contribution from each Member for any fund year in which the initial contribution rate and unallocated Fund reserves, if any, are inadequate to pay operating expenses and claim costs.
- G. Furnish appropriate claims reporting procedures to Members.

II. THE MEMBER AGREES THAT IT WILL:

- A. Be responsible, along with its prior insurers, if any, for all liability claims that (i) arise from incidents which occurred prior to the retroactive date of the Coverage Agreement, or (ii) are first made within the meaning of the Coverage Agreement prior to the date of this Agreement, thereby holding the Trust financially harmless therefrom.
- B. Enroll in the Fund for a twelve-month fund year or remaining portion thereof and obligate itself to pay all required fund contributions as prescribed by the Trustees of the Trust and any applicable deductibles.
- C. Allow the Trust and/or its designee to inspect the premises owned or used by the Member and to examine a Member's records insofar as they relate to coverage afforded by this Agreement.
- D. Implement procedures recommended by the Trust or its designee for the purpose of reducing liability exposures.
- E. Execute and submit to the Trust or its designee any and all forms required by the Trust.
- F. Designate a risk management coordinator to act as a liaison between the Member and the Trust or its designee.
- G. Attend any training programs and sessions deemed necessary by the Trust.
- H. By signing this Agreement, grant to the Trust the full power of attorney to:

1. Present all forms and related information to any administrative body, board, agency, or any court of law, as may be necessary, to defend liability claims covered by the Fund.
 2. Obtain and retain any information or data that may affect the Member's liability claims that are covered by the Fund.
 3. Do any and all acts without qualification that are necessary or convenient to effectuate the implementation and performance of the Fund.
- I. Promptly notify the Trust of any claims made against the Member, as defined in the Coverage Agreement; ensure that all persons covered under the Coverage Agreement are aware of and understand the "Defense of Claims" and "Notice of Claim" provisions of the Coverage Agreement and their responsibilities thereunder; and otherwise cooperate with the Trust in the investigation and defense of claims handled under the Coverage Agreement. The Member shall not admit any liability, settle any claim, waive any defense, incur any cost, or retain any attorney, the cost of which the Member expects the Fund to pay, without the prior written consent of the Trust.
 - J. Cooperate with the Trust in the investigation of claims for medical expenses and otherwise comply with all obligations set forth in the Coverage Agreement and Medical Expense Endorsement. The Member further agrees that the no-fault coverage for medical expenses only applies to accidental injuries occurring during the fund year, and is subject to all terms, conditions, and limits set forth in the Medical Expense Endorsement.
 - K. As a condition precedent to Cyber Liability coverage, install available software product updates and releases or apply security-related software patches to computers and other components of a computer system within 30 days of the date that such updates, releases, or patches are available to the Member.
- III. This Agreement, as approved by the Member, shall be forwarded to the Trust or its designee.
 - IV. The Trust shall acknowledge acceptance of this Agreement by noting hereon in the space provided the effective date of its acceptance and shall return a fully executed copy thereof to the Member.
 - V. The effective date initiating the obligations and rights of the parties to this Agreement shall commence upon the date stated herein and upon receipt by the Trust of the Member's fund contributions payable in advance. Failure by the Member to pay all fund contributions as required by the Trust or to maintain its membership in NCSBA shall terminate this Agreement and void the Member's rights in the Fund upon fifteen (15) days' written notice to the Member, except that the Fund will continue to be liable for all claims that would otherwise be covered by the Fund, which were made against the Member and timely reported by the Member to the Trust while the Member was in full compliance with this Agreement.
 - VI. In the event of default by a Member as specified in Section V. hereof, or in the event of discontinuance of participation by a Member, all fund contributions made by the Member shall remain the sole property of the Trust, and said Member shall have no rights therein.
 - VII. This Agreement to Participate may be executed by either party or all parties and delivered by scanning the executed document for electronic transmission. The Trust and the Member agree that such facsimile signatures and execution shall be legal and binding without objection by either party.

**NORTH CAROLINA SCHOOL BOARDS TRUST
ERRORS & OMISSIONS/GENERAL LIABILITY FUND**

NAME OF SCHOOL BOARD MEMBER

By: _____
Authorized Representative

Polk County Board of Education
School Board

Date Signed

By: _____
(signature)

Effective Date of Coverage

(printed name)

Coverage Agreement Number

Title

Date Signed

Telephone Number

Email Address

This signed Agreement must be received by NCSBT by June 30, 2023, to secure coverage effective July 1, 2023.

Fund contribution payments are due to NCSBT on or before July 1, 2023.

This instrument has been preaudited in the manner required by the School Budget and Fiscal Control Act.

(Date)

(Signature of Finance Officer)