

# **Health Insurance Policy**

## **Northwest Passage High School**

**Original Creation Date:** August, 2014

**Last Approved By:** Northwest Passage High School Board of Directors

**Last Approved Date:** August 20, 2019

**Year Reviewed:** 2019-2020

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### **PURPOSE**

The purpose of this policy is to comply with terms of the Minnesota Health Insurance Transparency and Accountability Act applicable to charter schools.

### **POLICY STATEMENT**

Northwest Passage High School will follow the guidelines set forth in this policy when procuring group health insurance coverage for its employees.

### **REQUESTS FOR PROPOSALS**

Northwest Passage High School will request sealed proposals for group health insurance coverage from a minimum of three sources at least every two years. The requests for the proposals shall occur at a reasonable time before the date specified by the administration to open the sealed proposals.

### **SEALED BIDS**

- A. The administration will open all sealed proposals at the same time on the date specified by administration. This date shall be a reasonable time prior to the plan's renewal date.
- B. The administration will make a recommendation to the school board on which bid appears to be in the best of interest of the school.
- C. The administration will notify employees covered by the group health insurance before the effective date of the changes in group health contract.
- D. Upon the opening of the proposals, the content of the proposals becomes public data under Minn. Stat. Chapter 13

***Legal References:***

Minn. Stat. §124E.12 (Charter School Law)