



## **511 PURCHASE OF GROUP HEALTH PLAN COVERAGE**

### **I. PURPOSE**

To identify the respective responsibilities of Spero Academy in purchasing group health plan coverage applicable to Charter Schools.

### **II. GENERAL STATEMENT OF POLICY**

- A. Spero Academy will follow state and federal regulations regarding the purchase of appropriate health coverage for employees.
- B. Spero Academy 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 administration to open the sealed proposals.
  - i. Sealed Bids
    - 1. 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.
    - 2. Administration will make a recommendation to the school board on which bid appears to be in the best of interest of school.
    - 3. Administration will notify employees covered by the group health insurance before the effective date of the changes in group health contract.
    - 4. Upon the opening of the proposals, the content of the proposals becomes public data under Minn. Stat. Chapter 1.

***Legal References:*** MN § 124E.12, subd. 5