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CEFO: 04-06

August 29, 2003

MEMORANDUM

TO: District School Superintendents

FROM: Raymond Monteleone

SUBJECT: Educator Professional Liability Insurance

The Department of Management Services (DMS), Division of State Purchasing, has renewed the contract with Arthur J. Gallagher & Company to provide Educator Professional Liability Insurance, with coverage underwritten by National Union Fire Insurance Company covering the period July 1, 2003, through July 1, 2004. Funding provided by the Legislature was sufficient to enable DMS to authorize payment of the premium by the state for all employees (full-time and part-time instructional personnel and administrative personnel) for this policy term.

Please provide maximum dissemination of this information to covered personnel. Inquiries to this office indicate that teachers and other covered employees are not aware that this coverage is being provided to them by the state at no cost.

Information concerning the coverage provided by this policy and claims forms are available at http://www.firn.edu/doe/cefo/insurance.htm .

RM/jj

cc: Finance Officers

Risk Management Personnel Officers

RAYMOND MONTELEONE

DEPUTY COMMISSIONER/CHIEF FINANCIAL OFFICER