

---

**Risk Management – 6500P**

---

The risk manager shall:

- A. Report to the superintendent situations where s/he feels the district faces the greatest potential liability, the changes s/he feels should be made to reduce the risk, and the estimated cost of such changes.
- B. Examine the feasibility of and conduct inservice education classes for staff in areas where s/he feels risk is great or can be lessened.
- C. Assume responsibility for the district's insurance program.
- D. Review annually the insurable value of the district's buildings and equipment and report to the superintendent.
- E. Supervise an annual inventory of all real property and equipment, preparing the inventories in duplicate, with one copy maintained in the school and one in the district office.