

LEMONT TOWNSHIP
HIGH SCHOOL DISTRICT 210
2025-2026

RISK MANAGEMENT PROGRAM

Approved: September 15, 2025

The Lemont Township School District 210 shall have in operation a comprehensive Risk Management Program which shall reduce the District's exposure to liability. It is of the utmost importance for the District: (1) to ensure that statutory and common laws, health and safety rights are extended visitors, employees and students; (2) to make certain that the District's buildings and grounds are maintained in a safe condition; and (3) to provide careful supervision and protection of all the District's real and personal property, including vehicles.

The Illinois Compiled Statutes (ILCS 10/3-102 – Duty to Maintain Property) states:

... a local public entity has the duty to exercise ordinary care to maintain its property in a reasonably safe condition for the use in the exercise or ordinary care of people whom the entity intended and permitted to use the property in a manner in which and at such times as it was reasonably liable for injury unless it is proven that it has actual or constructive notice of the existence of such a condition that is not reasonable safe in reasonably adequate time prior to an injury to have taken measures to remedy or protect against such condition.

The Illinois Local Government and Governmental Employees Tort Immunity Act (Ill. Rev. Stat., Ch. 85, 10101 et seq.) provides for a school district to levy a tax which when collected will pay the cost of risk care management (Ill. Rev. Stat. Ch. 85, 9-107). In addition, this section (9 -107) provides for funds raised pursuant to this section to be used:

...to pay the operating and administrative costs and expenses, including the costs of legal services and the wages and salaries of employees in connection with defending or otherwise protecting itself against any liability or loss described herein above and under Federal and State common or statutory law, the Workers' Compensation Act and the Unemployment Insurance Act, to purchase insurance, to purchase claim services, to pay for judgments or settlement, or to otherwise provide protection to the local public entity or its employees or, pursuant to an intergovernmental contract other public entities or their employees.

The District's Risk Management Program shall provide for: (1) identification of the various components of the Risk Management Program; (2) clearly delineate personnel responsibilities; (3) adequate insurance against liability exposure; (4) identifiable and allowable costs for the maintenance of the Risk Management Program including security systems for loss prevention of assets.

The general, overall responsibility for the development and maintenance of the District's Risk Management Program rests with the Superintendent of Schools. The Superintendent shall be responsible for the development of the program, identifying the various components of the program, and delegating responsibilities for these components to the appropriate personnel. It is expected that the Superintendent will continually evaluate the effectiveness of the program and be apprised of needed revisions, additions or deletions to the components and assigned responsibilities. The Superintendent will be responsible for monitoring all staff evaluations to assure that risk care responsibilities are being evaluated. It is expected that, because of delegating of responsibilities, the Superintendent would spend no more than five (5%) of his/her time toward the fulfillment of this task. It will also be the Superintendent's responsibility to provide for the protection of students, personnel, and the general public and freedom from exposure to tort-producing situations which arise from incidents at all school functions and activities.

One primary component of the Risk Management Program is the provision of an insurance/compensation program that will provide protection to the District against liability.

Portions of the component shall include but not be limited to:

1. Premiums for the various necessary insurances, including liability insurance, building insurance, fleet insurance, workers' compensation and unemployment compensation.
2. Pay judgments or settlements arising against the District.
3. Pay for all legal fees connected with protecting or defending the District against liability, including unfair labor practice charges and employee collective bargaining.
4. Allowance for the time expended by assigned District personnel concerning the above delineated assignments, specifically to include services of a police liaison officer and campus supervisors.
5. Pay for architectural, engineering, and consulting services connected with

protecting the District against liability involving Life Health Safety issues, ADA issues, asbestos issues, and environmental issues.

The Superintendent is assigned the responsibility for the administration of this component to the Risk Management Program, and shall serve as the District's liaison to the various consulting services, claim and adjustment services, and insurance companies. In addition, the Superintendent will be responsible for all communications concerning claims against, or on behalf of, the District. He/she shall also be responsible for the bidding of supplies and contractual services in such a manner that the District meets all the requirements for freedom from a tort situation, which include meeting the requirement for toxic materials, Equal Opportunity Employment and prevailing wage rates. It is expected that he/she will devote a maximum of an additional five (5%) percent of her time toward the fulfillment of these duties.

The District's Risk Management Program in relation to the safe conditions of buildings and grounds, protection of the District's real and personal property shall be the responsibility of the Director of Buildings and Grounds. It is expected that he/she will expend no more than twenty-five (25%) percent of the time directly related to fulfilling the responsibilities of his position in the District's Risk Management Program. His responsibilities and duties shall include, but not be limited to:

1. Development and identification of the various components and responsibilities concerning inspection of buildings, grounds, and equipment to provide protection to the District, its employees and the public, daily inspection of buildings and grounds and operation.
2. Maintaining the buildings and grounds in a safe condition. He is responsible for the District's compliance with Federal and State laws regarding employee and student health and safety issues, asbestos issues, radon issues, and other issues as defined by rules and regulations.

3. Supervision of all personnel performing custodial and maintenance responsibilities within the Risk Management Program. It is expected that all night custodians will devote no more than five (5%) of their work hours to daily inspection of their respective areas of responsibilities for a risk-free environment. It is expected that day custodians would devote no more than ten (10%) percent of their work hours for inspections and correction or risk/tort situations.
4. Ordering, procuring, and bidding of supplies and outsourced services in such a manner that the District meets all requirements for freedom from tort liability situations, which would include meeting the requirements for toxic materials and other safety-related concerns that may be evident in a school setting from time-to-time.

The District hereby expects to encumber costs in the following areas for the Risk Management Program under the Tort Levy: loss prevention security systems, legal services, Workers' Compensation Insurance, Legal Liability Insurance, Umbrella Insurance, Treasurer's Bond, Property and Contents Insurance, and Fleet Insurance.