

# Transportation – Insurance Acknowledgement

Waunakee Community School District

Policy #752  
Exhibit 3

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Occasionally, students may be involved in activities that occur at a location off of school premises. In order for students to participate, District employees/volunteers may utilize their own vehicle for the purpose of transporting students. In order for District employees/volunteers to utilize their own vehicle for the purpose of transporting students, said employee/volunteer acknowledges:

EMPLOYEE/VOLUNTEER NAME: \_\_\_\_\_

EMPLOYEE/VOLUNTEER ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

MAKE AND MODEL OF VEHICLE: \_\_\_\_\_

LICENSE PLATE NUMBER: \_\_\_\_\_

ACTIVITY/LOCATION: \_\_\_\_\_  
\_\_\_\_\_

DATES: \_\_\_\_\_

Employee/Volunteer hereby acknowledges that the vehicle to be utilized by employee/volunteer has been inspected within the past year for compliance with the requirements of state law and, furthermore, that said vehicle is in compliance with state law.

Employee/Volunteer hereby agrees to abide by the insurance requirements of Section 121.53, Wis. Stats., including procuring and maintaining at all relevant times, minimum insurance with companies licensed to do business in Wisconsin and acceptable to the District with the following coverage:

1. Bodily injury liability insurance with limits of not less than One Hundred Thousand Dollars (\$100,000) per person and Three Hundred Thousand Dollars (\$300,000) per accident, subject to the total limits as provided for under Section 121.53(1), Wis. Stats.

2. Property damage liability insurance with a limit of not less than One Hundred Thousand Dollars (\$100,000).

Employee/Volunteer shall provide to the District, Certificates of Insurance evidencing the insurance coverage specified above. The Certificates of Insurance shall name the types of policies provided and state that the District requires this insurance. If any of the insurance expires prior to the time for which such insurance must be maintained, renewal Certificates of Insurance shall be furnished thirty (30) calendar days prior to the date of their expiration. At the request of the District,

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Employee/Volunteer shall, within fifteen (15) calendar days of such request, provide to the District a certified copy of the insurance policies under which the required coverage is being provided.

All insurance policies required hereunder shall contain an endorsement which provides that the insurance may not be changed, canceled or nonrenewed except upon thirty (30) calendar days advance written notice by the insurance carrier to the District.

Any change in carriers or coverage shall be subject to written consent of the District, which consent may be withheld in the District's sole discretion.

EMPLOYEE/VOLUNTEER

\_\_\_\_\_  
Date: \_\_\_\_\_

DISTRICT APPROVAL

\_\_\_\_\_  
Date: \_\_\_\_\_

**Adoption Date:** May 2007

**Reviewed:** September 2024