



**REGULAR MEETING OF THE BOARD OF EDUCATION
LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204**

**Room 103-104
100 South Brainard Avenue
La Grange, Illinois 60525
Monday, December 16, 2024 - 7:00 PM**

AGENDA

I. OPENING & ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. AGENDA APPROVAL/ORDER OF BUSINESS

3

IV. PUBLIC HEARING ON 2024 PROPERTY TAX LEVY

4

V. PUBLIC PARTICIPATION

**VI. STUDENT REPRESENTATIVE TO THE BOARD OF EDUCATION REPORT
(Emily Morquecho-Cordova)**

VII. SUPERINTENDENT'S DISTRICT REPORT

- A. Monthly FOIA Report
- B. Miscellaneous
- C. Quarter 2 Student and Staff Celebration

VIII. UNFINISHED BUSINESS

- A. Action
 - 1. Approval of the 2024 Tax Year Tax Levy

5

IX. NEW BUSINESS

- A. Action
 - 1. Consideration of Approval of the FY24 Property Tax Relief Grant Application **20**
 - 2. Approval of Board of Education Reimbursement Expenses for 2024 Joint Annual Conference/ Triple I **22**
 - 3. Action regarding public disclosure of the April 18, 2022; May 16, 2022; June 21, 2022; September 19, 2022; October 17, 2022; November 21, 2022; December 5, 2022, and February 21, 2023 closed session verbatim recordings.

B. Information

- 1. Presentation of the Operational Expenditure to Cash Balance Report

23

X. CONSENT AGENDA

A. Payment of Bills and Financial Statements

- 1. Lyons Township High School - Approval is requested for payment of bills within various funds for November 2024 27
- 2. Lyons Township High School - The financial statement for month ending November 30, 2024 28
- 3. La Grange Area Department for Special Education (LADSE) - Approval is requested for payment of bills within various funds and the financial statement for the month ending November 30, 2024 31

B. Human Resources

- 1. LTHS Certified and/or Classified Staff Employment Recommendations
- 2. LADSE Staff Employment Recommendations
- 3. Stipend Committee Recommendations 74

C. Minutes

- 1. Regular Action Meeting - November 18, 2024 (open and closed sessions)
- 2. Committee of the Whole Meeting - December 2, 2024 (open and closed sessions)

D. Overnight Student Travel

- 1. Latin Department/Fine Arts, Italy and Greece Trips, March 28, 2026 - April 5, 2026 (S. Sweeny) 76
- 2. Snowball, YMCA Camp MacLean, March 7, 2025 - March 8, 2025 (A. Patel) 168
- 3. Chess Team, US Chess Federation SuperNationals, May 7, 2025 - May 12, 2025 (P. Geddeis M. Morrison) 173
- 4. JV Poms and Winter Guard, IDTA State Competition, February 14, 2025- February 15, 2025 (D. Fry, N. Dargis, B. Dominiak) 179

E. Donations

- 1. Care Space Donations 184

XI. PUBLIC PARTICIPATION

XII. ADJOURNMENT

BY ORDER OF
JILL GRECH
LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
100 SOUTH BRAINARD AVENUE
LA GRANGE, IL 60525

To: Board of Education
From: Brian Waterman
Date: December 16, 2024
Re: Agenda Approval/Order of Business

Suggested Motion

. . . that the Board of Education approves the agenda as presented.

Woman gets 90-day sentence for Macy's burglary

By SUSAN SARKAUSKAS
ssarkauskas@daillyherald.com

A woman accused of stealing from Macy's in Oakbrook Center and sideswiping a police car has been sentenced to 90 days in jail.

Kayshanda Outlaw, 24, of Zion, pleaded guilty to felony burglary, according to DuPage County court records. She was sentenced Monday and must serve at least 50% of the sentence.

Officers responded to the Macy's in Oakbrook Center at 3:41 p.m. June 29, Oak Brook police said. Store employees accused Outlaw and Asia Wallace of taking more than \$1,450 in chil-

dren's clothing without paying.

Police tried to block the defendants' car from leaving the scene. But Outlaw sideswiped a patrol vehicle and headed north on Route 83, reaching speeds of up to 90 mph before losing control of the vehicle at Butterfield Road and Prospect Avenue in Elmhurst, then crashing into another car, authorities said.

The driver of that car suffered minor injuries, officials said.

In addition burglary, Outlaw had also been charged with retail theft and aggravated fleeing and eluding. The theft charge was dropped, but it is unclear what happened with the other charge.

• PERFORMING ARTS

Continued from page 11

dance and digital media programs.

A larger outdoor concert venue already has sparked interest from at least one national venue operator, consultants said.

The proposed performing arts center, long championed by county board member Lynn LaPlante, drew mixed responses from her colleagues.

"Something like this really does enhance the community as a whole," board member Lucy Chang Evans said.

Others echoed similar sentiments, saying they support the performing arts and believe a center could bring benefits — a sense of community, jobs and tourism dollars — to the county.

However, some urged caution and noted the risks of the county running a large-scale concert venue. County board member Patty Gustin and board Chair Deborah Conroy questioned if the county would be able to draw larger acts with other existing and planned venues nearby.

"The risk is something that needs to be seriously considered," Conroy said.

During a tense exchange between Conroy and LaPlante, who heads the board's economic development committee, Conroy said the county should start out with the smaller "front porch" venue before embarking on any larger plans.

A detailed budget of the proposed complex shows the smaller venue would cost about \$7.5 million to build

while the larger amphitheater would cost about \$15 million.

County board members also are considering plans to build a new transportation complex — complete with a highway garage, salt shed and fuel center — on the north end of the fairgrounds. The project is estimated to cost between \$73 and \$82 million and would be largely paid for through the county's division of transportation budget.

LaPlante said the county should take a look at the fairgrounds as a whole and develop a plan for its long-term use.

"I've made it clear that I don't believe that an industrial complex is the highest and best use for the fairgrounds," she added.

Jim McGuire, manager of the DuPage County Fair Association, worries the fate of the fair and other events which draw about 100,000 people a year could be hampered by either proposal. Events such as the Chicago Scots Highland Games could be forced out if open fairground space is gobbled up by a performing arts or transportation complex, he noted.

The fairgrounds also hosts various programs — like the county fair, pine-wood derby or volleyball games — to serve county residents, McGuire added. It also serves as a training area for police, a control center in emergencies and has hosted early voting in recent years.

"Everyone overlooks what currently happens at the fairgrounds," he said. "None of that ever gets any consideration in these discussions, which is disappointing to me."

NOTICE OF PROPOSED PROPERTY TAX INCREASE FOR LYONS TOWNSHIP HIGH SCHOOL DISTRICT NO. 204

- I. A public hearing to approve a proposed property tax levy increase for Lyons Township High School District No. 204 for 2024 will be held on December 16, 2024 at 7:00 p.m., at the Lyons Township High School North Campus Board Room, 103-104.


Any person desiring to appear at the public hearing and present testimony to the taxing district may contact Dr. Brian Waterman, Superintendent, 100 S. Brainard Avenue, LaGrange, Illinois, 60525, 708-579-6451.

- II. The corporate and special purpose property taxes extended or abated for 2023 were \$81,984,071. The corporate and special purpose property taxes to be levied for 2024 are \$85,993,338. This represents a 4.89% increase over the previous year.

- III. The property taxes extended for debt service and public building commission leases for 2023 were \$2,952,251. The estimated property taxes to be levied for debt service and public building commission leases for 2024 are \$2,910,500. This represents a 1.4% decrease compared to the previous year.

- IV. The total property taxes extended or abated for 2023 were \$84,936,322.

The estimated total property taxes to be levied for 2024 are \$88,903,838. This represents a 4.67% increase over the previous year.


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LYONS TOWNSHIP HIGH SCHOOL

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Brian Stachacz
Director of Business Services

Memorandum

To: Dr. Brian Waterman, Board of Education

From: Brian Stachacz

Date: 12/10/2024

Re: 2024 Tax Year Levy

Information: Attached you will find materials for the Tax Year 2024 Tax Levy. The chart titled “Proposed 2024 Tax Levy” provides comprehensive information regarding the proposed 2024 Tax Levy as well as a comparison of the 2023 Tax Levy final extensions with the proposed 2024 Tax Levy.

Unfortunately, the process of preparing a tax levy involves estimating two important factors. The EAV (Equalized Assessed Valuation) of the district and the amount of “New Property” (value of property being added to the tax rolls for that tax year) are unknown at the time the levy is prepared. In order to complete this process, we have to make reasonable assumptions for these two numbers. Estimating “New Property” correctly is crucial to the district because under current legislation, because it is difficult to capture “New Property” in future years if it is not captured in the first year that it is added to the tax rolls. For purposes of the 2024 Tax Levy, we have estimated \$60,000,000 of New Property value. This is most likely an overly optimistic amount however, estimating higher will allow us to collect all New Property added to the tax rolls for Tax Year 2024 and we will only collect property taxes on the true final amount provided by the county.

The charts on the next page provide a summary of the estimated and aggregate numbers for the 2024 Tax Year Tax Levy:

Calculation of 2024 Extension (Operating Funds)

Prior 2023 Tax Year Aggregate Extension	December 2023 CPI (Consumer Price Index)	Prior Year Extension Times CPI Creates New Aggregate Extension Base For 2024 Tax Levy
\$81,984,071	3.4%	\$84,771,529

Projected EAV With and Without New Property

Projected 2024 EAV	Projected New Property	EAV Plus New Property
\$4,162,919,632	\$60,000,000	\$4,222,919,632

Calculation of Limiting Rate (Tax Rate)

2024 Extension Base		2024 Estimated EAV Minus New Property			2024 Limiting Rate
\$84,771,529	Divided By	\$4,162,919,632	Equals	Limiting Rate	2.0363

Calculation of Maximum Aggregate 2024 Tax Year Levy

2024 Limiting Rate		Projected 2024 Aggregate EAV		Maximum Aggregate 2024 Tax Levy
2.0363	Times	\$4,222,919,632	Equals	\$85,993,338

The above maximum aggregate levy of \$85,993,338 for the 2024 Tax Levy represents a **4.89%** increase (for the capped funds) over the prior year actual extension of \$81,984,071.

The total aggregate levy, including all funds of \$88,903,838 for the 2024 Tax Levy represents a **4.67%** increase over the prior year actual extension, for all funds, of \$84,936,322.

Since the increase to the 2024 Tax Levy is less than 5% over the prior year, we are not required to publish a notice in the local newspaper and hold a public hearing prior to adoption of the final levy in December. It has been the practice of the Board of Education, in the spirit of transparency, to publish this information in the newspaper and hold a public hearing regardless of the percentage increase in prior years.

Based upon the CPI increase of 3.4% over the 2023 Tax Levy, District 204 can expect \$2,787,458 of additional property taxes from existing properties on the tax rolls. Additionally, if the New Property value of \$60,000,000 was added to the tax rolls, LTHS could expect to receive an additional \$1,221,809 from those properties considered to be New Property. However, since we do not currently know what the value of New Property will be, we do not actually know the amount of taxes attributable to that value. For example, if the New Property value is \$30,000,000 instead of \$60,000,000 we would expect to receive about \$600,000 from the New Property values added to the tax rolls.

The process of adopting a tax levy includes approval of an estimated levy by the Board of Education at the November meeting and then final approval at the December meeting. As stated earlier, the meeting in December will also involve a public hearing. According to Illinois School Code, adoption and submission of the final tax levy is required on or before the last Tuesday in December.

There will also be an additional amount added to the 2024 tax levy. In addition to the amount levied by the district, Public Act 102-0519, signed by the Governor in to law in August of 2021, provides that some property tax refunds paid by the District from November 1st through October 31st of the prior year will be added back to the levy in the next tax year and those funds are not subject to the Property Tax Extension Limitation Law. The sources of these refunds are decisions in the Circuit Court, the Property Tax Appeal Board and Certificates of Error. That amount added for the 2024 Tax Levy Year is expected to be \$700,000. It is important to note that while this will be an additional revenue source, it will also be paid by all of the property owners in the district as part of their tax bills in 2024.

Since the last presentation of the 2024 Levy in October, I have made the following changes:

1. Reduced the Transportation Levy by \$750,000 and added that amount back into the Education Fund Levy. We will intentionally run a deficit next year in the Transportation Fund to reduce the amount of fund balance in that fund.
2. Reduced the IMRF and SS Levies by \$100,000 each and added those amounts (\$200,000) back in to the Education Fund Levy.
3. Reduced the Bond & Interest Fund Levy to match the amount on our Bond repayment documents from the last year's bond sales.

It is important to note that the changes made in bullet points 1 and 2 above are only transfers amongst the funds. There is no increase to the aggregate amount of the proposed levy for 2024 from what was presented in October.

At tonight's meeting, we are asking the Board of Education to approve the final 2024 Tax Year Tax Levy as presented.

Recommendation: The Board of Education approve the 2024 Tax Year Tax Levy as presented.

Proposed 2024 Tax Levy

	A	B	C	D	E	F	G	H	I	J	K	L
1	2023 EAV			\$4,479,514,478								
2	2024 EAV Est.			\$4,162,919,632								
3	% of Existing EAV Change			-7.07%								
4	New Property Est.			\$60,000,000								
5	Total 2024 EAV Est.			\$ 4,222,919,632								
6	Total EAV % Change			-5.73%								
7												
8	FUND			2024 PROJECTED				AMOUNT PROJECTED				TOTAL LEVY
9				RATE				FOR 2024 LEVY				PROJECTION
10				(A)				(C)				(C+D)
11												
12	EDUCATION			1.7000		\$ 66,637,257		\$ 70,771,529		\$ 1,020,027		\$ 71,791,556
13	O & M			0.2342		\$ 9,590,640		\$ 9,750,000		\$ 140,526		\$ 9,890,526
14	TRANSPORTATION			0.0240		\$ 2,275,593		\$ 1,000,000		\$ 14,413		\$ 1,014,413
15	IMRF			0.0348		\$ 1,563,350		\$ 1,450,000		\$ 20,899		\$ 1,470,899
16	SOC SEC/MEDICARE			0.0336		\$ 1,514,075		\$ 1,400,000		\$ 20,178		\$ 1,420,178
17	WORKING CASH			0.0000		\$ -		\$ -		\$ -		\$ -
18	RENT			0.0000		\$ -		\$ -		\$ -		\$ -
19	LIFE SAFETY			0.0000		\$ -		\$ -		\$ -		\$ -
20	TORT IMMUNITY			0.0000		\$ -		\$ -		\$ -		\$ -
21	SPECIAL EDUCATION			0.0096		\$ 403,156		\$ 400,000		\$ 5,765		\$ 405,765
22												
23	TOTALS CAPPED FUNDS			2.0363		\$ 81,984,071		\$ 84,771,529		\$ 1,221,809		\$ 85,993,338
24												
25	Projected dollar increase without Bond & Interest over the 2023 Levy							\$ 2,787,458				\$ 4,009,267
26	Projected percentage increase without Bond & Interest over the 2023 Levy							3.40%				4.89%
27												
28	BOND AND INTEREST			0.0717		\$ 2,952,251		\$2,910,500				
29												
30												
31	TOTAL ALL FUNDS			2.1080		\$ 84,936,322		\$ 88,903,838				\$ 88,903,838
32												
33	Projected dollar increase with Bond & Interest over the 2023 Levy							\$ 3,967,516				\$ 3,967,516
34	Projected percentage increase with Bond & Interest over the 2023 Levy							4.67%				4.67%
35												
36												
37												
38												

2024 Proposed Levy

ILLINOIS STATE BOARD OF EDUCATION

School Business Services Department
217-785-8779

Original: [X]
Amended: []

CERTIFICATE OF TAX LEVY

A copy of this Certificate of Tax Levy shall be filed with the county clerk of each county in which the school district is located on or before the last Tuesday of December.

Table with 3 columns: District Name (Lyons Township High School District 204), District Number (06-016-2040-017), County (Cook)

Amount of Levy

Table listing various levy categories and amounts: Educational (\$71,791,556), Operations & Maintenance (\$9,890,526), Transportation (\$1,014,413), Working Cash (\$0), Municipal Retirement (\$1,470,899), Social Security (\$1,420,178), Fire Prevention & Safety (\$0), Tort Immunity (\$0), Special Education (\$405,765), Leasing (\$0), Other (\$0), Total Levy (\$85,993,337)

* Includes Fire Prevention, Safety, Energy Conservation, Disabled Accessibility, School Security, and Specified Repair Purposes.

See explanation on reverse side.

Note: Any district proposing to adopt a levy must comply with the provisions set forth in the Truth in Taxation Law.

We hereby certify that we require:

the sum of 71,791,556 dollars to be levied as a special tax for educational purposes; and
the sum of 9,890,526 dollars to be levied as a special tax for operations and maintenance purposes; and
the sum of 1,014,413 dollars to be levied as a special tax for transportation purposes; and
the sum of 0 dollars to be levied as a special tax for a working cash fund; and
the sum of 1,470,899 dollars to be levied as a special tax for municipal retirement purposes; and
the sum of 1,420,178 dollars to be levied as a special tax for social security purposes; and
the sum of 0 dollars to be levied as a special tax for fire prevention, safety, energy conservation, disabled accessibility, school security and specified repair purposes; and
the sum of 0 dollars to be levied as a special tax for tort immunity purposes; and
the sum of 405,765 dollars to be levied as a special tax for special education purposes; and
the sum of 0 dollars to be levied as a special tax for leasing of educational facilities or computer technology or both, and temporary relocation expense purposes; and
the sum of 0 dollars to be levied as a special tax for _____; and
the sum of 0 dollars to be levied as a special tax for _____
on the taxable property of our school district for the year _____.

Signed this 16th day of December 20 24. (President)

(Clerk or Secretary of the School Board of Said School District)

When any school is authorized to issue bonds, the school board shall file a certified copy of the resolution in the office of the county clerk of each county in which the district is situated to provide for the issuance of the bonds and to levy a tax to pay for them.

Number of bond issues of said school district that have not been paid in full 2.

(Detach and Return to School District)

This is to certify that the Certificate of Tax Levy for School District No. _____, _____ County, Illinois, on the equalized assessed value of all taxable property of said school district for the year _____, was filed in the office of the County Clerk of this County on _____.

In addition to an extension of taxes authorized by levies made by the Board of Education (Directors), an additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon.

The total levy, as provided in the original resolution(s), for said purposes for the year _____, is \$ _____.

(Signature of County Clerk)

(Date)

(County)

EXPLANATION

The school board of any school district having a population of less than 500,000 inhabitants may levy a tax annually, for educational purposes, upon all the taxable property of the district at the value, as equalized or assessed by the Department of Revenue (Section 17-2 of the School Code).

The school board of any school district having a population of less than 500,000 inhabitants may levy a tax annually, for operations and maintenance purposes, upon all the taxable property of the district at the value, as equalized or assessed by the Department of Revenue (Section 17-2 of the School Code).

The school board of any school district having a population of less than 500,000 inhabitants may levy a tax annually, for transportation purposes, upon all the taxable property of the district at the value, as equalized or assessed by the Department of Revenue (Section 17-2 of the School Code).

The school board of any school district having a population of less than 500,000 inhabitants may levy a tax known as a Working Cash Fund Tax upon all the taxable property of the district, annually (Section 20-3 of the School Code).

The school board of any school district may levy a tax for municipal retirement purposes in a sum sufficient to provide all the contributions required of the school district by including the amount to be levied for such purposes in the Certificate of Tax Levy for other school taxes, or such district may file with the county clerk a separate certificate or resolution setting forth the amount of tax to be levied for such purpose (40 ILCS 5/7-171).

The school board of any school district may levy a tax for Social Security (includes Medicare only) purposes in a sum sufficient to provide all the contributions required of the school district by including the amount to be levied for such purposes in the Certificate of Tax Levy for other taxes, or such district may file with the county clerk a separate certificate or resolution setting forth the amount of tax to be levied for such purpose (40 ILCS 5/21-110, 21-110.1).

The school board of any school district having a population of less than 500,000 inhabitants may levy a tax upon all the taxable property of the district at the value as equalized or assessed by the Department of Revenue for the purposes of professional surveys, alterations, and reconstruction for fire prevention, safety, energy conservation, disabled accessibility, school security, and specified repair purposes upon meeting certain statutory conditions (Section 17-2.11 of the School Code).

The school board of any school district may levy a tax upon all the taxable property within the district for tort immunity purposes in a sum sufficient to pay the costs of purchasing such insurance or sufficient to pay any tort judgment, settlement, or insurance imposed upon it under the Local Government and Governmental Employees Tort Immunity Act including liabilities under the Workers' Compensation Act, Occupational Diseases Act, or the Unemployment Insurance Act (745 ILCS 10/9-107 and Section 17-2.5 of the School Code).

The school board of any school district may levy, with voter approval, a tax upon the full, fair cash value as equalized or assessed by the Department of Revenue within the district for capital improvement purposes (which levy is in addition to that for building purposes) and such funds are to be levied, accumulated, and spent only in accordance with Section 17-2.3 of the School Code.

The school board of any school district having a population of less than 500,000 inhabitants, by proper resolution, may levy an annual tax upon the full, fair cash value as equalized or assessed by the Department of Revenue for special education purposes including the purposes authorized by Section 10-22.31b and Section 17-2.2a of the School Code.

The school board of any school district having a population of less than 500,000 inhabitants, with voter approval, may levy a tax annually, for summer school purposes, upon all the taxable property of the district at the value, as equalized or assessed by the Department of Revenue (Section 17-2.1 of the School Code).

The school board of any school district having a population of less than 500,000 inhabitants may, by proper resolution, levy an annual tax upon the value as equalized or assessed by the Department of Revenue for a period of not more than five years for area vocational education building purposes including the purposes authorized by Section 10-22.31b of the School Code, upon the condition that there are not sufficient funds available in the operations and maintenance fund of the district to pay the cost thereof. Such tax shall not be levied without the prior approval of the State Superintendent of Education and prior approval by a majority of the electors voting upon the proposition at a general or special election (Section 17-2.4 of the School Code).

The school board of any school district having a population of less than 500,000 inhabitants may levy an annual tax not to exceed 0.05% upon the taxable property, as equalized or assessed by the Department of Revenue, for the purposes of leasing educational facilities or computer technology or both, and for temporary relocation expense (Section 17-2.2c of the School Code).

The school board of any school district, upon determining that a surplus of funds is available, shall adopt a resolution or ordinance reducing the tax levy of such district for the year for which the resolution or ordinance is adopted. The district shall certify the action to the county clerk who shall abate the levy in accordance with the provision of the ordinance (35 ILCS 200/18-20).

The Truth in Taxation Law affects all units of local government, school districts, and community colleges, including home rule units, who are authorized to levy property taxes. For the requirements of the law, refer to 35 ILCS 200/18-55 et seq.

RESOLUTION LEVYING TAX FOR THE YEAR 2024

WHEREAS the Board of Education of Township High School District Number 204 (Lyons Township), Cook County, Illinois, has heretofore reviewed and determined the costs of maintaining and operating a school system in and for said District and which costs must be paid from the various funds of said School District; and

WHEREAS in accordance with the provisions of Chapter 122, Section 17-2 and Section 17-11 of **The School Code of Illinois**, as amended, it is necessary that this Board of Education ascertain how much money must be raised by special tax for Education purposes for the ensuing year and to take action in levying such special tax; and

WHEREAS in accordance with the provisions of Chapter 122, Section 17-2 and Section 17-11 of **The School Code of Illinois**, as amended, it is necessary that this Board of Education ascertain how much money must be raised by special tax for Operations and Maintenance purposes for the ensuing year and to take action in levying such special tax; and

WHEREAS in accordance with the provisions of Chapter 122, Section 17-2 and Section 17-11 of **The School Code of Illinois**, as amended, it is necessary that this Board of Education ascertain how much money must be raised by special tax for Transportation purposes for the ensuing year and to take action in levying such special tax; and

WHEREAS in accordance with the provisions of Chapter 108-1/2, Section 7-171 of **Illinois Revised Statutes**, as amended, it is necessary that this Board of Education ascertain how much money must be raised by special tax for Illinois Municipal Retirement purposes for the ensuing year and to take action in levying such special tax; and

WHEREAS in accordance with provision of Chapter 108-1/2, Section 21-110 and 21-110.1 of the **Illinois Revised Statutes**, as amended, it is necessary that this Board of Education ascertain how much money must be raised by special tax for Social Security purposes for the ensuing year and to take action in levying such special tax; and

WHEREAS in accordance with the provisions of Section 10-22.31b and Section 17-2.2a of **The School Code of Illinois**, as amended, it is necessary that this Board of Education ascertain how much money must be raised by special tax for Special Education purposes for the ensuing year and to take action in levying such special tax;

NOW THEREFORE, Be It and It Is Hereby Resolved by the Board of Education of Township High School District 204 (Lyons Township), Cook County, Illinois, that there be and there is hereby levied a special tax on the Equalized Assessed Valuation of all the taxable property in said Township High School District Number 204 (Lyons Township), Cook County, Illinois, for the year 2024 the following sums:

(1)	for education purposes,	\$71,791,556	
(2)	for special education purposes,	\$405,765	\$72,197,321
(3)	for operations and maintenance purposes,		\$9,890,526
(4)	for tort immunity purposes,		- 0 -
(5)	for transportation purposes,		\$1,014,413
(6)	for Illinois Municipal Retirement purposes,	\$1,470,899	
(7)	for Social Security purposes,	\$1,420,178	\$2,891,077
(8)	for working cash purposes,		- 0 -
(9)	for Life Safety purposes,		- 0 -
(10)	Aggregate Total		\$85,993,337

That the sums set forth above shall be incorporated into the Certificate of Tax Levy for the year 2024, attached hereto.

That the administration is hereby authorized and directed to file the Certificate of Tax Levy and all support data and Certifications with the County Clerk of Cook County, Illinois.

APPROVED:

President of the Board

Date

ATTEST:

Secretary

Date

STATE OF ILLINOIS)
)
COUNTY OF COOK)

CERTIFICATION

I, THE UNDERSIGNED, DO HEREBY CERTIFY that I am the duly elected, qualified and acting Secretary of the Board of Education of Lyons Township High School District Number 204, Cook County, Illinois, and as such, am the keeper of the records and files of said Board.

I DO FURTHER CERTIFY that the foregoing is a full true, complete copy of a Resolution adopted by said Board of Education at a meeting duly called and held on the 16th day of December, 2024.

I DO FURTHER CERTIFY that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all newspaper, radio or television stations and other news media requesting such notice, that said meeting was called and held in strict compliance with the provision of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the School Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the conduct of said meeting.

IN WITNESS WHEREOF, I hereunto affix my official signature this 16th day of December 2024.

Secretary, Board of Education

certlths

Lyons Township

6 - Year Tax Levy History Plus Current Proposed

	A	B	C	D	E	F	G	H
1		Tax Year 2018	Tax Year 2019	Tax Year 2020	Tax Year 2021	Tax Year 2022	Tax Year 2023	Tax Year 2024 (Est.)
2								
3	EAV	3,297,211,814	3,308,510,775	3,804,964,139	3,514,376,604	3,453,621,178	4,479,514,478	4,222,919,632
4	% Change	-	0.34%	15.01%	-7.64%	-1.73%	29.70%	-5.73%
5								
6	New Property	25,024,186	35,996,952	41,802,552	7,773,528	20,553,539	39,552,822	60,000,000
7	% Change	-	43.85%	16.13%	-81.40%	164.40%	92.44%	51.70%
8								
9	Total Tax Rate	2.125	2.181	1.962	2.159	2.321	1.897	2.1086
10	% Change	-	2.64%	-10.04%	10.04%	7.50%	-18.27%	11.15%
11								
12	CPI	2.10	1.90	2.30	1.40	5.00	5.00	3.40
13	% Change	-	-9.52%	21.05%	-39.13%	257.14%	0.00%	-32.00%
14								
15	Advertised % Change (Capped Funds)	3.77%	3.25%	3.59%	3.08%	6.47%	6.32%	4.89%
16								
17	Advertised % Change (All Funds)	3.56%	3.06%	3.40%	2.88%	6.28%	6.13%	4.70%
18								
19	(Proposed) Capped Extension	68,088,970	69,721,651	72,064,394	74,192,648	77,919,647	82,251,776	85,993,338
20								
21	(Actual) Capped Extension	67,526,884	69,568,053	71,978,504	73,183,375	77,361,111	81,984,071	85,993,338
22	% Change	-	3.02%	3.46%	1.67%	5.71%	5.98%	4.89%
23								
24	(Proposed) Total Extension	70,525,610	72,204,587	74,604,438	76,768,253	80,624,032	85,091,380	88,903,838
25	(Actual) Total Extension	70,060,990	72,150,307	74,620,150	75,862,004	80,173,671	84,936,322	88,903,838
26	% Change	-	2.98%	3.42%	1.66%	5.68%	5.94%	4.67%

CERTIFICATE OF COMPLIANCE
WITH THE TRUTH IN TAXATION LAW

I, Jill Grech, the duly qualified and acting presiding officer of the Board of Education of Lyons Township High School District No. 204, Cook County, Illinois, do hereby certify that the 2024 tax levy of Lyons Township High School District No. 204, attached hereto, was adopted in full compliance with the provisions of Section 18-60 through 18-85 of the Illinois “Truth in Taxation Law.”

IN WITNESS THEREOF, I have placed my official signature this 16th day of December, 2024.

Board President
Board of Education
Lyons Township High School District
No. 204, Cook County, Illinois

(SEAL)

**NOTICE OF PROPOSED PROPERTY TAX INCREASE
FOR LYONS TOWNSHIP HIGH SCHOOL DISTRICT NO. 204**

- I. A public hearing to approve a proposed property tax levy increase for Lyons Township High School District No. 204 for [2024](#) will be held on [December 16, 2024](#) at 7:00 p.m., at the Lyons Township High School North Campus Board Room, 103-104.
Any person desiring to appear at the public hearing and present testimony to the taxing district may contact Dr. Brian Waterman, Superintendent, 100 S. Brainard Avenue, LaGrange, Illinois, 60525, 708-579-6451.
- II. The corporate and special purpose property taxes extended or abated for [2023](#) were [\\$81,984,071](#). The corporate and special purpose property taxes to be levied for [2024](#) are [\\$85,993,338](#). This represents a 4.89% increase over the previous year.
- III. The property taxes extended for debt service and public building commission leases for [2023](#) were [\\$2,952,251](#). The estimated property taxes to be levied for debt service and public building commission leases for [2024](#) are [\\$2,910,500](#). This represents a 1.4% decrease compared to the previous year.
- IV. The total property taxes extended or abated for [2023](#) were [\\$84,936,322](#).
The estimated total property taxes to be levied for [2024](#) are [\\$88,903,838](#). This represents a 4.67% increase over the previous year.

Board of Education of Lyons Township High School District No. 204 in the County of Cook and State of Illinois
By: Jill Beda Daniels
Secretary

Board of Education meeting
[December 16, 2024](#)

	A	B	C	D	E	F	G	H	I	J	K	
1	Residential Property Taxes Paid to District 204											
2	2023 Actual to 2024 Estimated											
3												
4	Property #1			Property #2			Property #3			Property #4		
5	<u>2023 Actual</u>			<u>2023 Actual</u>			<u>2023 Actual</u>			<u>2023 Actual</u>		
6	2023 Market Value	1,167,530		2023 Market Value	776,225		2023 Market Value	470,700		2023 Market Value	182,360	
7	Assessed Value (10% of Market Value)	116,753		Assessed Value (10% of Market Value)	77,623		Assessed Value (10% of Market Value)	47,070		Assessed Value (10% of Market Value)	18,236	
8	Multiplier	3.0163		Multiplier	3.0163		Multiplier	3.0163		Multiplier	3.0163	
9	2023 EAV	352,162		2023 EAV	234,133		2023 EAV	141,977		2023 EAV	55,005	
10												
11	2023 Total District 204 Tax Rate	0.01897		2023 Total District 204 Tax Rate	0.01897		2023 Total District 204 Tax Rate	0.01897		2023 Total District 204 Tax Rate	0.01897	
12												
13	2023 Tax Before Exemptions	6,679		2023 Tax Before Exemptions	4,441		2023 Tax Before Exemptions	2,693		2023 Tax Before Exemptions	1,043	
14												
15	Total Amount of Exemptions	190		Total Amount of Exemptions	190		Total Amount of Exemptions	190		Total Amount of Exemptions	190	
16												
17	2023 Final Tax Amount Paid to District 204	6,490		2023 Final Tax Amount Paid to District 204	4,251		2023 Final Tax Amount Paid to District 204	2,503		2023 Final Tax Amount Paid to District 204	854	
18												
19	<u>2024 Estimated</u>			<u>2024 Estimated</u>			<u>2024 Estimated</u>			<u>2024 Estimated</u>		
20	Est. 2024 Market Value	1,084,986		Est. 2024 Market Value	721,346		Est. 2024 Market Value	437,422		Est. 2024 Market Value	169,467	
21	Assessed Value (10% of Market Value)	108,499		Assessed Value (10% of Market Value)	72,135		Assessed Value (10% of Market Value)	43,742		Assessed Value (10% of Market Value)	16,947	
22	Est. Multiplier	3.0163		Est. Multiplier	3.0163		Est. Multiplier	3.0163		Est. Multiplier	3.0163	
23	Est. 2024 EAV	327,264		Est. 2024 EAV	217,580		Est. 2024 EAV	131,939		Est. 2024 EAV	51,116	
24												
25	Est. 2024 Total District 204 Tax Rate	0.02109		Est. 2024 Total District 204 Tax Rate	0.02109		Est. 2024 Total District 204 Tax Rate	0.02109		Est. 2024 Total District 204 Tax Rate	0.02109	
26												
27	Est. 2024 Tax Before Exemptions	6,901		Est. 2024 Tax Before Exemptions	4,588		Est. 2024 Tax Before Exemptions	2,782		Est. 2024 Tax Before Exemptions	1,078	
28												
29	Est. Total Amount of Exemptions	211		Est. Total Amount of Exemptions	211		Est. Total Amount of Exemptions	211		Est. Total Amount of Exemptions	211	
30												
31	Est. 2024 Final Tax Amount Paid to District 204	6,690		Est. 2024 Final Tax Amount Paid to District 204	4,377		Est. 2024 Final Tax Amount Paid to District 204	2,571		Est. 2024 Final Tax Amount Paid to District 204	867	
32												
33	Difference-Tax Year 2023 to Tax Year 2024	200		Difference-Tax Year 2023 to Tax Year 2024	126		Difference-Tax Year 2023 to Tax Year 2024	68		Difference-Tax Year 2023 to Tax Year 2024	13	

DATE 06/24/24 TAX YEAR 2023

AGENCY TAX RATE REPORT

		PRIOR YEAR COOK COUNTY EAV		3,453,621,178	COOK COUNTY	2023 EAV
AGENCY 04-2060-000 LYONS TOWNSHIP HIGH SCHOOL 204		CURR NEW PROP, ANN., REC. TIF VAL,			DUPAGE	4,479,514,478
		EXP. INCENTIVES MINUS DISCONNECT PROP		39,552,822	LAKE	
PROPERTY TAX EXTENSION LIMITING LAW (PTELL) LIMITING RATE CALCULATION		TOTAL		3,493,174,000	WILL	
					KANE	
2022 AGGREGATE EXTENSION X 1.0500		2023 EAV MINUS NEW PROP, ANN., REC TIF VAL, EXP. INCENTIVES PLUS DISCONNECTIONS			MCHENRY	
					DEKALB	
					GRUNDY	
		LIMITING RATE			KANKAKEE	
81,258,180	/	4,439,961,656	=	1.831	KENDALL	
					LA SALLE	
					LIVINGSTON	

AGENCY OVERALL EAV 4,479,514,478 TOTAL 4,479,514,478

FUND DESCRIPTION OF FUND	LEVY AMOUNT	LOSS AMOUNT	LOSS %	TOTAL LEVY	TAX RATE CEILING	MAXIMUM ALLOWABLE LEVY	PRELIMINARY TAX RATE	PTELL REDUCED LEVY SEE BELOW	100.00% OF BURDEN IN COOK COUNTY	FINAL TAX RATE
008 I.M.R.F.	1,569,513	47,085	3	1,616,598	0.0000	1,616,598	0.0361	1,563,350*	1,563,350	0.0349
016 SOCIAL SECURITY	1,518,884	45,567	3	1,564,451	0.0000	1,564,451	0.0349	1,514,075*	1,514,075	0.0338
019 LIABILITY INSURANCE	0	0	3	0	0.0000	0	0.0000	0	0	0.0000
051 TRANSPORTATION	2,283,361	68,501	3	2,351,862	0.0000	2,351,862	0.0525	2,275,593*	2,275,593	0.0508
052 EDUCATION	66,855,384	2,005,662	3	68,861,046	0.0000	68,861,046	1.5372	66,637,257*	66,637,257	1.4876
053 BUILDING	9,619,597	288,588	3	9,908,185	0.5500	9,908,185	0.2212	9,590,640*	9,590,640	0.2141
054 BUILDING BONDS (BONDS & INT. SCHOOL)	0	0		0	0.0000	0	0.0000	0	0	0.0000
055 WORKING CASH FUNDS	0	0		0	0.0500	0	0.0000	0	0	0.0000
056 LIFE SAFETY	0	0		0	0.1000	0	0.0000	0	0	0.0000
058 SPECIAL EDUCATION	405,036	12,151	3	417,187	0.4000	417,187	0.0093	403,156*	403,156	0.0090
182 LIFE SAFETY BOND	0	0		0	0.0000	0	0.0000	0	0	0.0000
261 DEFICIENCY IN TAX LEVY	0	0	3	0	0.0000	0	0.0000	0	0	0.0000
400 LIMITED BONDS	2,838,703	113,548	4	2,952,251	0.0000	2,952,251	0.0659		2,952,251	0.0659
402 LIFE SAFETY LIMITED BONDS	0	0	4	0	0.0000	0	0.0000		0	0.0000
408 LEVY ADJUSTMENT PA 102-0519	1,007,911	0		1,007,911	0.0000	1,007,911	0.0225		1,007,911	0.0225

DATE 06/24/24 TAX YEAR 2023

AGENCY TAX RATE REPORT

		PRIOR YEAR COOK COUNTY EAV		3,453,621,178	COOK COUNTY	2023 EAV
AGENCY 04-2060-000 LYONS TOWNSHIP HIGH SCHOOL 204		CURR NEW PROP, ANNEX., REC. TIF VAL,			DUPAGE	4,479,514,478
		EXP. INCENTIVES MINUS DISCONNECT PROP		39,552,822	LAKE	
PROPERTY TAX EXTENSION LIMITING LAW (PTELL) LIMITING RATE CALCULATION		TOTAL		3,493,174,000	WILL	
					KANE	
2022 AGGREGATE EXTENSION X 1.0500		2023 EAV MINUS NEW PROP, ANNEX., REC TIF VAL, EXP. INCENTIVES PLUS DISCONNECTIONS			MCHENRY	
81,258,180	/	4,439,961,656	=	1.831	DEKALB	
					GRUNDY	
					KANKAKEE	
					KENDALL	
					LA SALLE	
					LIVINGSTON	
		AGENCY OVERALL EAV		4,479,514,478	TOTAL	4,479,514,478

FUND DESCRIPTION OF FUND	LEVY AMOUNT LOSS AMOUNT	LOSS %	TOTAL LEVY	TAX RATE CEILING	MAXIMUM ALLOWABLE LEVY	PRELIMINARY TAX RATE	PTELL REDUCED LEVY SEE BELOW	100.00% OF BURDEN IN COOK COUNTY	FINAL TAX RATE
TOTAL CAP FUNDS			84,719,329		84,719,329	1.892	81,984,071	81,984,071	1.831
TOTAL NON CAP FUNDS			3,960,162		3,960,162	0.0884		3,960,162	0.0884
AGENCY GRAND TOTAL			88,679,491		88,679,491	1.980	81,984,071	85,944,233	1.919
						*CLERK'S REDUCTION FACTOR 96.7758%			
2023 NON CAP FUNDS TAX EXTENSION TOTAL					3,959,890.80	2023 TAX EXTENSION GRAND TOTAL		85,961,882.83	

LYONS TOWNSHIP HIGH SCHOOL

DISTRICT 204 OFFICES 100 S. Brainard Ave., LaGrange, IL 60525-2101
· Tel: (708) 579-6462 · Fax: (708) 579-6474 · Email: bstachacz@lths.net · Website: www.lths.net



Brian Stachacz
Director of Business Services

Memorandum

To: Dr. Brian Waterman, Board of Education
From: Brian Stachacz
Date: 12/10/2024
Re: FY25 Property Tax Relief Grant

Information: In 2017, the State of Illinois changed the process for school funding. As part of that legislation, a Property Tax Relief Grant was created in order for school district's to have the opportunity to reduce their tax levy and in doing so receive a grant from the State of Illinois to replace some or all of the lost revenue in the tax levy. In the current year, there is \$49.8 million that has been allocated to fund such grants. The State has published a list of eligibility for the grant based on a District Adjusted Operating Tax Rate divided by and Average Operating Tax Rate of Organizational Type. District 204 is currently ranked 400th in line for a grant with \$850 million in possible grants available to the districts that are ahead of us. By the simple math, it is very possible that all \$49.8 million will be used long before we have the opportunity to receive a grant. However, in the unlikely event that we are selected for the grant, I would like to explain the process of obtaining a grant in the event that the Board would like to apply for one.

The grant process starts with us filing an application with the State Board of Education no later than January 8th of 2025. According to the State, we will be notified of our grant status no later than February 26th of 2025 and could start to receive payment in May/June of 2025, provided that we accept the grant and file a property tax abatement resolution with the county.

In order to participate in the grant program, District 204 would need to provide \$2.6 million of property tax relief in the 2024 and 2025 Tax Years in order to receive \$1.1 million of grant money from the state in each year. In FY 26 and FY27, we would lose roughly \$1.5 million in revenue in each year due to participation in this grant program. However, in future years, the \$1.1 million grant will be included with our state funding total. What this means is, if the state continues to appropriate money at this level, we have effectively increased our total state revenue by \$1.1 million for all future years. Additionally, we can without penalty, increase our levy two years after receiving the grant, back to the amount that it otherwise would have been without participation in the grant. The \$2.6 million that we reduced (abated) could be added back to our extension base for the 2026 Tax Levy.

This would allow us to potentially re-capture, over two years, the loss of \$3.0 million from the first two years. Once we have re-captured the \$3.0 million, we could then reduce the levy again in the 4th or 5th year by the amount of money that the state is providing (through an abatement process), assuming though that they are continuing to provide these funds in our base funding amount. The tax relief provided in the 4th or 5th year could then continue until the state no longer funds us with these dollars.

The positive point here is that the Board could potentially provide the taxpayers in the community with some property tax relief. The negative side to this program is that we will see our total tax levy vary dramatically over the next several years. Additionally, years three and four of the process that I explained are critical to the district as those are the years in which we would re-capture the loss of \$3.0 million from the first two years. If the state stops funding in one of those two years, we would lose all or at least a portion of that money forever.

At tonight's meeting, we are asking the Board of Education for approval to submit the grant application so that District 204 can be considered for the grant if it becomes available.

Recommendation: The Board of Education approve submission of the Property Tax Relief Grant Application for FY25 to the Illinois State Board of Education.



**LYONS TOWNSHIP HIGH SCHOOL
District 204**

Dr. Brian Waterman, Superintendent

Ph: 708-579-6451 E: BWaterman@LTHS.net

North Campus 100 S. Brainard Ave., LaGrange, IL 60525

South Campus 4900 S. Willow Springs Ave., Western Springs, IL 60558

TO: Lyons Township High School District 204 Board of Education

FROM: Dr. Brian Waterman, Superintendent

DATE: December 16, 2024

RE: 2024 Joint Annual Conference Final Expenses Approval

The Board of Education attended the 2024 Joint Annual Conference from Thursday, November 22 - Sunday, November 24 in Chicago. The Joint Annual Conference is one of the nation's largest state education conferences and the conference is a premier training event for school board members, administrators, school administrative professionals and business officials. The annual conference offers multiple opportunities for professional and personal development, and networking with school officials from across the state. Attendees can attend sessions and learn about education- focused initiatives from school advocates and thought leaders, and hear ideas and practices focused on school governance.

On August 19, 2022 the Board approved costs incurred for the conference registrations totaling \$2,455.00. Attached to this memo are the compiled and additional total registration/expenses incurred during the conference, and we are seeking Board approval for those costs in the amount of \$1649.44.

Recommended Motion

I recommend that the Board approve all known expenditures, which at this time total \$1649.44, related to the Board's participation in the 2023 Joint Annual Conference.



LYONS TOWNSHIP HIGH SCHOOL

DISTRICT 204 OFFICES 100 S. Brainard Ave., LaGrange, IL 60525-2101
· Tel: (708) 579-6462 · Fax: (708) 579-6454 · Email: bstachacz@lths.net · Website: www.lths.net



Brian Stachacz
Director of Business Services

Memorandum

To: Dr. Brian Waterman, Board of Education
From: Brian Stachacz
Date: 12/10/2024
Re: Operational Funds Expenditures and Cash Reserves Required Reporting

Information: New legislation in the State of Illinois requires school districts, who do not receive federal impact aid, to report their most recent audited cash balances (June 30, 2024) in their operating funds (Education, Operation & Maintenance, and Transportation Funds) against the average of the last three years of expenses in those funds. This report needs to be presented annually during a regular Board of Education meeting.

The legislation also requires school districts that have cash balances that exceed more than 2.5 times the annual average expenditures of its operational funds to file a written reduction plan by December 31st of any year, with the State of Illinois, to reduce those balances to levels below 2.5 times the annual average of its operational funds for the previous three fiscal years. Once a reduction plan is filed, districts must reduce the balances within a three-year period.

Included with this memo is the calculation for District 204. Our combined average annual expenditures for the last three fiscal years in the required operating funds is \$84,395,244 and our combined cash reserve balances at the conclusion of FY 24 (June 30, 2024) is \$61,037,453. Our ratio for this year is then calculated at .723. With this ratio being less than 2.5, no further action is needed by District 204 at this time.

We will discuss this in further detail during the meeting and I will be happy to answer any questions that you may have at that time.

School District: Lyons Township HS Dist. 204
 RCDT: 06-016-2040-017

Most Recent AFR Fiscal Year: 24

2.5 Yrs Annual Average Expenditures to Combined Cash Reserve Balance

Direct Disbursements / Expenditures	Data from District's Annual Financial Reports					
	FY22	FY23	FY24	Total Expenditures	Average Annual Expenditures	Cash Reserve Balances FY24
Educational Fund (10)	66,911,012	71,676,340	74,026,281	212,613,633	70,871,211.00	41,202,003
Operations & Maintenance Fund (20)	13,418,459	8,679,158	9,425,987	31,523,604	10,507,868.00	14,238,327
Transportation Fund (40)	3,064,187	2,790,109	3,194,198	9,048,494	3,016,164.67	5,597,123
Operational Balance - June 24	83,393,658	83,145,607	86,646,466	253,185,731	84,395,243.67	61,037,453

Must be < 2.5

Cash Reserve Balance to Expenditures Ratio: **0.723**

Determination: **No action needed**

Required by 105 ILCS 5/17-1.10 [Illinois General Assembly - Illinois Compiled Statutes \(ilga.gov\)](http://www.ilga.gov)
 Sec. 17-1.10. Operational funds expenditure report and reserve reduction plan.

(a) In the 2024-2025 school year and in each subsequent school year, the school board of any school district that does not receive federal impact aid funding shall calculate the combined, annual average expenditures of its operational funds for the previous 3 fiscal years, as reported in the school district's most recently audited annual financial reports. Operational funds shall include the district's educational, transportation, and operations and maintenance funds. The school board shall annually present a written report covering the annual average expenditures of its operational funds for the previous 3 fiscal years at a board meeting.

(b) With respect to a school district to which subsection (a) applies, if the school district's combined cash reserve balance of its operational funds, as most recently reported by the district pursuant to Section 17-1.3 of this Code, exceeds 2.5 times the annual average expenditures of its operational funds for the previous 3 fiscal years, the school board shall adopt and file with the State Board of Education by December 31 a written operational funds reserve reduction plan to reduce, within 3 years, the district's combined cash reserve balance of its operational funds to an amount at or below 2.5 times the annual average expenditures of its operational funds for the previous 3 fiscal years. The State Board shall post any operational funds reserve reduction plans received on the State Board's Internet website.

(Source: P.A. 103-394, eff. 7-28-23.)

Operational Funds Reserve Reduction Plan

Lyons Township HS Dist. 204
 District Name
06-016-2040-017
 District Number

		ESTIMATED BUDGET FY25				ESTIMATED BUDGET FY26				ESTIMATED BUDGET FY27			
		Educational Fund	Operations & Maintenance Fund	Transportation Fund	Total	Educational Fund	Operations & Maintenance Fund	Transportation Fund	Total	Educational Fund	Operations & Maintenance Fund	Transportation Fund	Total
ESTIMATED BEGINNING CASH RESERVE BALANCE		41,202,003	14,238,327	5,597,123	61,037,453	41,202,003	14,238,327	5,597,123	61,037,453	41,202,003	14,238,327	5,597,123	61,037,453
RECEIPTS/REVENUES	Acct #												
LOCAL SOURCES	1000				0				0				0
FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000				0				0				0
STATE SOURCES	3000				0				0				0
FEDERAL SOURCES	4000				0				0				0
Total Receipts/Revenues		0	0	0	0	0	0	0	0	0	0	0	0
DISBURSEMENTS/EXPENDITURES	Funct #												
INSTRUCTION	1000				0				0				0
SUPPORT SERVICES	2000				0				0				0
COMMUNITY SERVICES	3000				0				0				0
PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS	4000				0				0				0
DEBT SERVICES	5000				0				0				0
Total Disbursements/Expenditures		0	0	0	0	0	0	0	0	0	0	0	0
Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures		0	0	0	0	0	0	0	0	0	0	0	0
OTHER SOURCES/USES OF FUNDS													
OTHER SOURCES OF FUNDS (7000)					0				0				0
OTHER USES OF FUNDS (8000)					0				0				0
TOTAL OTHER SOURCES/USES OF FUNDS		0	0	0	0	0	0	0	0	0	0	0	0
ESTIMATED ENDING CASH RESERVE BALANCE		41,202,003	14,238,327	5,597,123	61,037,453	41,202,003	14,238,327	5,597,123	61,037,453	41,202,003	14,238,327	5,597,123	61,037,453

3-Year Average Annual Expenditures

0	0	0	0
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Cash Reserve Balance to Expenditures Ratio:

Must be < 2.5	#DIV/0!
---------------	---------

Determination #DIV/0!

**Cash Reserve Reduction Plan-Background/Assumptions
Fiscal Year 25
through Fiscal Year 27**

Lyons Township HS Dist. 204 06-016-2040-017

Please complete the following schedule and include a brief description to identify any areas of the budget that will be impacted from one year to the next.

Background and Narrative of Cash Reserve Reductions:

Assumptions Used in the Cash Reserves Reduction Plan:

- EBF and Estimated New Tier Funding:

- Equal Assessed Valuation and Tax Rates:

- Employee Salaries and Benefits:

- One-Time Costs:

- Ongoing Costs:

- Other Assumptions:

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
SUMMARY OF NOVEMBER 2024 EXPENSES
FOR BOARD OF EDUCATION APPROVAL ON DECEMBER 16, 2024**

ACCOUNTS PAYABLE	PAID	TOTAL
EDUCATION FUND	\$ 1,157,215.32	
OPERATIONS BLDG MAINT	\$ 670,821.03	
TRANSPORTATION	\$ 175,452.00	
CAPITAL PROJECTS	<u>\$ 1,752,428.95</u>	
TOTAL ACCOUNTS PAYABLE		<u>\$ 3,755,917.30</u>
PAYROLL		
EDUCATION FUND	\$ 5,268,291.97	
OPERATIONS BLDG MAINT	\$ 423,075.26	
IMRF/FICA/MEDICARE	<u>\$ 272,970.19</u>	
TOTAL PAYROLL		<u>\$ 5,964,337.42</u>
TOTAL EXPENDITURES		<u>\$ 9,720,254.72</u>

The Undersigned do hereby certify that the Accounts Payable and Payroll Expenditures in the amount of \$9,720,254.72 approved for payment at the Lyons Township High School District 204 Board of Education Meeting, Cook County, Illinois held on December 16, 2024.

Jill A. Grech, President

Jill Beda Daniels, Secretary

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
SUMMARY OF REVENUES - FISCAL YEAR 2024-25
FOR THE MONTH NOVEMBER 2024**

	BUDGET	MONTHLY REVENUES	FISCAL YTD REVENUES	TRANSFERS	BUDGET BALANCE	% REALIZED
<u>OPERATING FUNDS</u>						
EDUCATION - 10	\$ 82,175,910.00	\$ 685,084.97	\$ 38,187,288.24		\$ 43,988,621.76	46.47%
OPERATIONS & MAINTENANCE - 20	\$ 10,269,815.00	\$ 54,528.70	\$ 4,910,536.19		\$ 5,359,278.81	47.82%
TRANSPORTATION - 40	\$ 3,465,215.00	\$ 15,382.52	\$ 1,396,949.81		\$ 2,068,265.19	40.31%
IMRF/SOCIAL SECURITY - 50/51	\$ 3,461,337.00	\$ 7,089.65	\$ 1,800,090.67		\$ 1,661,246.33	52.01%
TOTAL	\$ 99,372,277.00	\$ 762,085.84	\$ 46,294,864.91	\$ -	\$ 53,077,412.09	46.59%
<u>NON OPERATING FUNDS</u>						
DEBIT SERVICE - 30	\$ 3,024,075.00	\$ 6,860.75	\$ 1,437,879.66		\$ 1,586,195.34	47.55%
CAPITAL PROJECTS - 60/61	\$ 282,830.00	\$ 78,142.48	\$ 486,752.73		\$ (203,922.73)	0.00%
TOTAL	\$ 3,306,905.00	\$ 85,003.23	\$ 1,924,632.39	\$ -	\$ 1,382,272.61	47.55%
<u>WORKING CASH</u>						
WORKING CASH - 70/71	\$ 145,266.00	\$ 11,121.62	\$ 62,853.06	\$ -	\$ 82,412.94	43.27%
TOTAL	\$ 145,266.00	\$ 11,121.62	\$ 62,853.06	\$ -	\$ 82,412.94	43.27%
TOTAL	\$ 102,824,448.00	\$ 858,210.69	\$ 48,282,350.36	\$ -	\$ 54,542,097.64	46.96%

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
SUMMARY OF EXPENSES - FISCAL YEAR 2024-25
FOR THE MONTH OF NOVEMBER 2024**

	BUDGET	MONTHLY EXPENSES	FISCAL YTD EXPENSES	TRANSFERS	BUDGET BALANCE	% REALIZED
<u>OPERATING FUNDS</u>						
EDUCATION - 10	\$ 79,841,662.00	\$ 6,436,350.52	\$ 27,980,841.40		\$ 51,860,820.60	35.05%
OPERATIONS & MAINTENANCE - 20	\$ 12,022,824.00	\$ 1,091,896.29	\$ 4,012,891.29		\$ 8,009,932.71	33.38%
TRANSPORTATION - 40	\$ 3,592,000.00	\$ 175,452.00	\$ 945,152.36		\$ 2,646,847.64	26.31%
IMRF/SOCIAL SECURITY - 50/51	\$ 3,449,907.00	\$ 272,970.19	\$ 1,138,280.71		\$ 2,311,626.29	32.99%
TOTAL	\$ 98,906,393.00	\$ 7,976,669.00	\$ 34,077,165.76	\$ -	\$ 64,829,227.24	34.45%
<u>NON OPERATING FUNDS</u>						
DEBIT SERVICE - 30	\$ 2,775,000.00	\$ -	\$ -	\$ -	\$ 2,775,000.00	0.00%
CAPITAL PROJECTS - 60/61	\$ 31,018,148.00	\$ 1,752,428.95	\$ 7,560,200.83	\$ -	\$ 23,457,947.17	24.37%
TOTAL	\$ 33,793,148.00	\$ 1,752,428.95	\$ 7,560,200.83	\$ -	\$ 26,232,947.17	22.37%
<u>WORKING CASH</u>						
WORKING CASH - 70/71	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL	\$ 132,699,541.00	\$ 9,729,097.95	\$ 41,637,366.59	\$ -	\$ 91,062,174.41	31.38%

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
FUND BALANCE FINANCIAL REPORT - FISCAL YEAR 2024-25
FOR THE MONTH OF NOVEMBER 2024

	TENTATIVE FUND BALANCE JULY 1, 2024	FISCAL YTD REVENUES	FISCAL YTD EXPENSES	TRANSFERS	FUND BALANCE
<u>OPERATING FUNDS</u>					
EDUCATION - 10	\$ 41,559,055.62	\$ 38,187,288.24	\$ 27,980,841.40	\$ -	\$ 51,765,502.46
OPERATIONS & MAINTENANCE - 20	\$ 13,927,468.08	\$ 4,910,536.19	\$ 4,012,891.29	\$ -	\$ 14,825,112.98
TRANSPORTATION - 40	\$ 5,583,820.09	\$ 1,396,949.81	\$ 945,152.36	\$ -	\$ 6,035,617.54
IMRF/SOCIAL SECURITY - 50/51	\$ 2,025,880.32	\$ 1,800,090.67	\$ 1,138,280.71	\$ -	\$ 2,687,690.28
TOTAL	\$ 63,096,224.11	\$ 46,294,864.91	\$ 34,077,165.76	\$ -	\$ 75,313,923.26
<u>NON OPERATING FUNDS</u>					
DEBIT SERVICE - 30	\$ 1,302,013.83	\$ 1,437,879.66	\$ -	\$ -	\$ 2,739,893.49
CAPITAL PROJECTS - 60/61	\$ 25,681,559.43	\$ 486,752.73	\$ 7,560,200.83	\$ -	\$ 18,608,111.33
TOTAL	\$ 26,983,573.26	\$ 1,924,632.39	\$ 7,560,200.83	\$ -	\$ 21,348,004.82
<u>WORKING CASH</u>					
WORKING CASH - 70/71	\$ 4,310,540.74	\$ 62,853.06	\$ -	\$ -	\$ 4,373,393.80
TOTAL	\$ 4,310,540.74	\$ 62,853.06	\$ -	\$ -	\$ 4,373,393.80
TOTAL	\$ 94,390,338.11	\$ 48,282,350.36	\$ 41,637,366.59	\$ -	\$ 101,035,321.88

LA GRANGE AREA DEPARTMENT OF SPECIAL EDUCATION

SUMMARY OF BILLS AND PAYROLLS

November 2024

Presented

December 16, 2024



SUMMARY FINANCIAL REPORT OF REVENUE - November 2024

OPERATING FUNDS	BUDGET	TRANSFERS	CURRENT REVENUES	YTD REVENUES	BALANCE	PERCENT REALIZED
EDUCATION FUND	32,896,201	-	1,227,914	9,772,870	23,123,330.84	29.71%
VOCATIONAL ACTIVITY FUND	-	-	409	409		0.00%
O&M FUND	-	-	-	-		0.00%
TOTAL	32,896,201	-	1,228,323	9,773,279	23,123,331	29.71%

SUMMARY FINANCIAL REPORT OF EXPENSE - November 2024

OPERATING FUNDS	BUDGET	TRANSFERS	CURRENT EXPENDITURES	YTD EXPENDITURES	UNENCUMBERED BALANCE	PERCENT ENCUMBERED
EDUCATION FUND	32,896,201	-	2,629,732	9,702,674	23,193,527	29.49%
VOCATIONAL ACTIVITY FUND	-	-	-	-	-	0.00%
O&M FUND	-	-	-	11,552	(11,552.06)	0.00%
TOTAL	32,896,201	-	2,629,732	9,714,226	23,181,975	29.53%

MONTHLY FUND BALANCE REPORT FOR - November 2024

OPERATING FUNDS	JULY 1ST EQUITY	YEAR TO DATE RECEIPTS	YEAR TO DATE DISBURSEMENTS	BALANCE
EDUCATION FUND	2,248,960	9,772,870	9,702,674	2,319,156
VOCATIONAL ACTIVITY FUND	15,764	-	-	15,764
O&M FUND	(88,272)	409	11,552	(99,415)
TOTAL	2,176,452	9,773,279	9,714,226	2,235,505



SUMMARY OF EXPENSES FOR NOVEMBER 2024 BOARD OF EDUCATION APPROVAL ON DECEMBER 16, 2024

	EXPENSES	EXPENSES FROM REVENUE	TOTAL
EDUCATION FUND	\$ 189,156.40		\$ 189,156.40
VOCATIONAL ACTIVITY FUND	\$ -	\$ -	\$ -
TOTAL A/P	\$ 189,156.40	\$ -	\$ 189,156.40

PAYROLL			
EDUCATION FUND			\$ 1,940,240.32
BOARD SHARE EXPENSES			\$ 500,335.26
TOTAL PAYROLL			\$ 2,440,575.58
VOCATIONAL FUND			-
BOARD SHARE EXPENSES			-
TOTAL PAYROLL			\$ 2,629,731.98

THE UNDERSIGNED DO HEREBY CERTIFY THAT ACCOUNTS PAYABLE LISTINGS AND PAYROLLS IN THE AMOUNT OF \$2,629,731.98 WERE APPROVED FOR PAYMENT AT THE MEETING OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT #204, COOK COUNTY, ILLINOIS HELD ON DECEMBER 16, 2024 AND AUTHORIZE THE SCHOOL TRUSTEES OF TOWNSHIP 38, RANGE 12 TO PAY THE SAME.

PRESIDENT _____

SECRETARY _____

LaGrange Area Dept. of Special Education

Fund Balances

Fiscal Year: 2024-2025

Month: November
 Year: 2024
 Fund Type: All Funds

Include Cash Balance
 FY End Report

<u>Fund</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>Expense</u>	<u>Transfers</u>	<u>Fund Balance</u>
10	EDUCATION	\$2,248,960.23	\$9,772,869.83	(\$9,702,674.13)	\$0.00	\$2,319,155.93
20	OPERATIONS & MAINTENANCE	(\$88,272.27)	\$0.00	(\$11,552.06)	\$0.00	(\$99,824.33)
99	ACTIVITY FUND - SHREDDER WORKS	\$15,763.93	\$409.01	\$0.00	\$0.00	\$16,172.94
Grand Total:		\$2,176,451.89	\$9,773,278.84	(\$9,714,226.19)	\$0.00	\$2,235,504.54

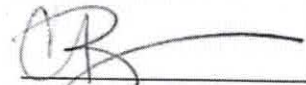
End of Report

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1077

Voucher Date: 11/11/2024

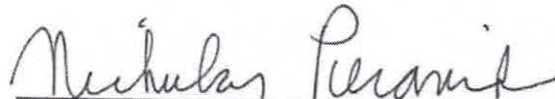
Prepared By:



Printed: 11/08/2024 08:03:34 AM

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION is hereby authorized to draw warrants against LAGRANGE AREA DEPT. OF SPECIAL EDUCATION funds for the sum of \$81,795.17 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.


Nicholas Peranich

Director of Business Services

11-8-2024

LAGRANGE AREA DEPT. OF SPECIAL
EDUCATION

Fund	Amount
10 EDUCATION	\$81,795.17
	<u>\$81,795.17</u>

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 11/11/2024
From Check: 245813033
From Voucher: 1077

To Date: 11/11/2024
To Check: 245813160
To Voucher: 1077

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245813033	11/11/2024	2axend, LLC	\$859.40	1077	Printed	Expense	<input type="checkbox"/>		
245813034	11/11/2024	Accurate Biometrics	\$100.00	1077	Printed	Expense	<input type="checkbox"/>		
245813035	11/11/2024	Amalidosan, Delphine	\$65.19	1077	Printed	Expense	<input type="checkbox"/>		
245813036	11/11/2024	Amazon Capital Services	\$2,565.15	1077	Printed	Expense	<input type="checkbox"/>		
245813037	11/11/2024	At & T	\$1,533.70	1077	Printed	Expense	<input type="checkbox"/>		
245813038	11/11/2024	Athas, Heidi S	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813039	11/11/2024	Attal, Monique	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813040	11/11/2024	Bd Of Ed #106	\$13,060.00	1077	Printed	Expense	<input type="checkbox"/>		
245813041	11/11/2024	Biba, Paige M	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813042	11/11/2024	Bonistalli, Carolyn	\$263.78	1077	Printed	Expense	<input type="checkbox"/>		
245813043	11/11/2024	Bridges Language Training & Staffing Co.	\$164.99	1077	Printed	Expense	<input type="checkbox"/>		
245813044	11/11/2024	BrightStar Care	\$5,400.00	1077	Printed	Expense	<input type="checkbox"/>		
245813045	11/11/2024	Briody, Jennifer L	\$28.00	1077	Printed	Expense	<input type="checkbox"/>		
245813046	11/11/2024	Brunswick, Wendy S	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813047	11/11/2024	Bruton, Catherine M	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813048	11/11/2024	Buckingham, Colleen M	\$19.56	1077	Printed	Expense	<input type="checkbox"/>		
245813049	11/11/2024	Burke, Jennifer L	\$73.03	1077	Printed	Expense	<input type="checkbox"/>		
245813050	11/11/2024	Calhoun, Terri E	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813051	11/11/2024	Cameron, Jennifer L	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813052	11/11/2024	Canon Solutions America	\$2,700.00	1077	Printed	Expense	<input type="checkbox"/>		
245813053	11/11/2024	Carberry, Catherine	\$133.04	1077	Printed	Expense	<input type="checkbox"/>		
245813054	11/11/2024	Carey, Veronica	\$107.89	1077	Printed	Expense	<input type="checkbox"/>		
245813055	11/11/2024	Cassandra Pagliaruli	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 11/11/2024
From Check: 245813033
From Voucher: 1077

To Date: 11/11/2024
To Check: 245813160
To Voucher: 1077

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245813056	11/11/2024	Cavaliere, Kellie A	\$86.97	1077	Printed	Expense	<input type="checkbox"/>		
245813057	11/11/2024	CDW Education	\$3,155.55	1077	Printed	Expense	<input type="checkbox"/>		
245813058	11/11/2024	Cebular, Victoria J	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813059	11/11/2024	Chappell, Barbara A	\$12.33	1077	Printed	Expense	<input type="checkbox"/>		
245813060	11/11/2024	Chiampas, Cassandra	\$167.09	1077	Printed	Expense	<input type="checkbox"/>		
245813061	11/11/2024	Clemens, Marlene M	\$94.07	1077	Printed	Expense	<input type="checkbox"/>		
245813062	11/11/2024	Cleveland, Jenelle	\$99.22	1077	Printed	Expense	<input type="checkbox"/>		
245813063	11/11/2024	ComEd	\$3,133.10	1077	Printed	Expense	<input type="checkbox"/>		
245813064	11/11/2024	Crumrine, Diane M	\$68.00	1077	Printed	Expense	<input type="checkbox"/>		
245813065	11/11/2024	Current Technologies Corp	\$3,375.00	1077	Printed	Expense	<input type="checkbox"/>		
245813066	11/11/2024	Digianfilippo, Adriana	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813067	11/11/2024	Doyle, Janet	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813068	11/11/2024	Duvall, Danika R	\$27.22	1077	Printed	Expense	<input type="checkbox"/>		
245813069	11/11/2024	Elana Carron	\$261.25	1077	Printed	Expense	<input type="checkbox"/>		
245813070	11/11/2024	Enriquez, Shania	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813071	11/11/2024	Espinosa, Cynthia A	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813072	11/11/2024	Fagan, Melinda R	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813073	11/11/2024	Fahy, Kelly J	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813074	11/11/2024	Finn, Kirsten M	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813075	11/11/2024	Flynn, Kevin	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813076	11/11/2024	Freund, Kimberly A	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813077	11/11/2024	Garlinger, Amy	\$30.08	1077	Printed	Expense	<input type="checkbox"/>		
245813078	11/11/2024	Godawski, Ashley	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813079	11/11/2024	Goodner, Nancy L	\$57.637	1077	Printed	Expense	<input type="checkbox"/>		

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2024-2025

Criteria:

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From Date: 11/11/2024
From Check: 245813033
From Voucher: 1077

To Date: 11/11/2024
To Check: 245813160
To Voucher: 1077

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245813080	11/11/2024	Gough, Kari	\$459.42	1077	Printed	Expense	<input type="checkbox"/>		
245813081	11/11/2024	Guzman, Ivonne J	\$26.19	1077	Printed	Expense	<input type="checkbox"/>		
245813082	11/11/2024	Hagar, Kimberly S	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813083	11/11/2024	Hobbs, Bridget T	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813084	11/11/2024	Hoelting, Katie	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813085	11/11/2024	Ignarski, Anna	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813086	11/11/2024	Independence Plus, Inc	\$4,000.00	1077	Printed	Expense	<input type="checkbox"/>		
245813087	11/11/2024	Institue for Multi Sensory Education	\$551.93	1077	Printed	Expense	<input type="checkbox"/>		
245813088	11/11/2024	Jelinek, Katelyn	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813089	11/11/2024	Kreppel, Erin E	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813090	11/11/2024	Kriha Law LLC	\$179.50	1077	Printed	Expense	<input type="checkbox"/>		
245813091	11/11/2024	Kubistal, Laura L	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813092	11/11/2024	Lakeshore Learning Materials	\$733.09	1077	Printed	Expense	<input type="checkbox"/>		
245813093	11/11/2024	Lamm, Lisa M	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813094	11/11/2024	Laurie Waldeck	\$660.00	1077	Printed	Expense	<input type="checkbox"/>		
245813095	11/11/2024	Lietuvnikas, Dalia	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813096	11/11/2024	LoCoco, Anthony J	\$34.55	1077	Printed	Expense	<input type="checkbox"/>		
245813097	11/11/2024	Lopez, Gabriela	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813098	11/11/2024	Lupo, Melissa	\$88.70	1077	Printed	Expense	<input type="checkbox"/>		
245813099	11/11/2024	Mannix-Richards, Michelle M	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813100	11/11/2024	Martucci, Isabella R	\$135.05	1077	Printed	Expense	<input type="checkbox"/>		
245813101	11/11/2024	Massanisso, Lisa M	\$7.90	1077	Printed	Expense	<input type="checkbox"/>		
245813102	11/11/2024	Maya, Frances	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813103	11/11/2024	McDermott, Callan P	\$214.48	1077	Printed	Expense	<input type="checkbox"/>		

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 11/11/2024
From Check: 245813033
From Voucher: 1077

To Date: 11/11/2024
To Check: 245813160
To Voucher: 1077

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245813104	11/11/2024	McKenna, Catherine A	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813105	11/11/2024	McPartland, Madeleine F	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813106	11/11/2024	Melody, Nicole R	\$35.90	1077	Printed	Expense	<input type="checkbox"/>		
245813107	11/11/2024	Meyer, Judith	\$20.43	1077	Printed	Expense	<input type="checkbox"/>		
245813108	11/11/2024	Miller, Brandi	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813109	11/11/2024	Mitrovich, Shannon E	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813110	11/11/2024	Moosmann, Kelsie J	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813111	11/11/2024	Moreno, Melissa L	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813112	11/11/2024	Morfoot, Carrie A	\$459.06	1077	Printed	Expense	<input type="checkbox"/>		
245813113	11/11/2024	Morley, Anne M	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813114	11/11/2024	Motuzyte, Giedre	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813115	11/11/2024	Moyer, Lindsey	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813116	11/11/2024	Mussallem, Ashley R	\$84.42	1077	Printed	Expense	<input type="checkbox"/>		
245813117	11/11/2024	N2Y	\$768.00	1077	Printed	Expense	<input type="checkbox"/>		
245813118	11/11/2024	Nick, Jamie S	\$21.57	1077	Printed	Expense	<input type="checkbox"/>		
245813119	11/11/2024	O Sullivan, Megan E	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813120	11/11/2024	Orizaba, Dania J	\$92.33	1077	Printed	Expense	<input type="checkbox"/>		
245813121	11/11/2024	Orkin Pest Control	\$88.99	1077	Printed	Expense	<input type="checkbox"/>		
245813122	11/11/2024	Ortiz-Anderson, Regina M	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813123	11/11/2024	Pace Van Pool	\$300.00	1077	Printed	Expense	<input type="checkbox"/>		
245813124	11/11/2024	Palm, Kerry K	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813125	11/11/2024	Patriquin, Jaime L	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813126	11/11/2024	Patty Vonderheide	\$221.24	1077	Printed	Expense	<input type="checkbox"/>		
245813127	11/11/2024	Pearson Assessments	\$146.29	1077	Printed	Expense	<input type="checkbox"/>		

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 11/11/2024
From Check: 245813033
From Voucher: 1077

To Date: 11/11/2024
To Check: 245813160
To Voucher: 1077

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245813128	11/11/2024	Petersen, Toni J	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813129	11/11/2024	Piagnarelli, Alyson D	\$10.99	1077	Printed	Expense	<input type="checkbox"/>		
245813130	11/11/2024	Pieczynski, Kristen M	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813131	11/11/2024	Pineda, Marisol	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813132	11/11/2024	Popoca Gallegos, Eriberta	\$4.69	1077	Printed	Expense	<input type="checkbox"/>		
245813133	11/11/2024	ProCare Therapy	\$21,325.84	1077	Printed	Expense	<input type="checkbox"/>		
245813134	11/11/2024	Rahim, Sana	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813135	11/11/2024	Rcm Data Corp.	\$475.92	1077	Printed	Expense	<input type="checkbox"/>		
245813136	11/11/2024	Rice, Carolanne M	\$24.12	1077	Printed	Expense	<input type="checkbox"/>		
245813137	11/11/2024	Riggs, Joy A	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813138	11/11/2024	Romero, Mayra A	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813139	11/11/2024	Rowe, Julie K	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813140	11/11/2024	Salazar, Sarah R	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813141	11/11/2024	Schinkten, Danielle	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813142	11/11/2024	Schultz, Kimberly A	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813143	11/11/2024	Seifert, Terry M	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813144	11/11/2024	Smith, Hannah M	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813145	11/11/2024	Sullivan, Sarah M	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813146	11/11/2024	Super Duper Inc	\$63.95	1077	Printed	Expense	<input type="checkbox"/>		
245813147	11/11/2024	Teague, Keri L	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813148	11/11/2024	Trang, Ashley K	\$100.00	1077	Printed	Expense	<input type="checkbox"/>		
245813149	11/11/2024	True Leaf Market	\$17.01	1077	Printed	Expense	<input type="checkbox"/>		
245813150	11/11/2024	Tyler Technologies, Inc.	\$3,348.45	1077	Printed	Expense	<input type="checkbox"/>		
245813151	11/11/2024	Ulatoski, Susan	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 11/11/2024
From Check: 245813033
From Voucher: 1077

To Date: 11/11/2024
To Check: 245813160
To Voucher: 1077

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245813152	11/11/2024	Urban, Anne W	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813153	11/11/2024	Urso, Jacquelyn S	\$770.00	1077	Printed	Expense	<input type="checkbox"/>		
245813154	11/11/2024	Wallin, Sandra W	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813155	11/11/2024	Walters, Sheila R	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813156	11/11/2024	Warehouse Direct, Inc.	\$30.26	1077	Printed	Expense	<input type="checkbox"/>		
245813157	11/11/2024	WEX Bank	\$284.38	1077	Printed	Expense	<input type="checkbox"/>		
245813158	11/11/2024	Wolf, Janet R	\$22.17	1077	Printed	Expense	<input type="checkbox"/>		
245813159	11/11/2024	Yorke, Jodi L	\$110.00	1077	Printed	Expense	<input type="checkbox"/>		
245813160	11/11/2024	Zeller and Associates, LLC	\$1,417.13	1077	Printed	Expense	<input type="checkbox"/>		

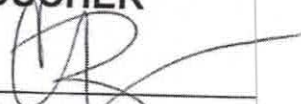
Total Amount: \$81,795.17

End of Report

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1076

Voucher Date: 11/13/2024

Prepared By: 

Printed: 11/11/2024 09:04:55 AM

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION is hereby authorized to draw warrants against LAGRANGE AREA DEPT. OF SPECIAL EDUCATION funds for the sum of \$4,746.21 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

 11-11-2024
Nicholas Peranich Director of Business Services

LAGRANGE AREA DEPT. OF SPECIAL
EDUCATION

Fund	Amount
10 EDUCATION	\$4,746.21
	\$4,746.21

LaGrange Area Dept. of Special Education

Non-Check Batch Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 11/13/2024

To Date:

From Voucher:

To Voucher:

Account: 184641

11/13/2024	InterpreNet, LTD	\$198.14	1076	Posted to G/L AP	<input type="checkbox"/>
11/13/2024	Holy Guardian Angels Parish	\$3,411.05	1076	Posted to G/L AP	<input type="checkbox"/>
11/13/2024	Holy Guardian Angels Parish	\$1,137.02	1076	Posted to G/L AP	<input type="checkbox"/>

Total for Fund: 3 Total Amount: \$4,746.21

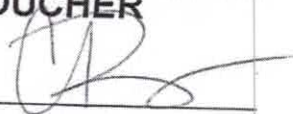
Total Amount: \$4,746.21

End of Report

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1086

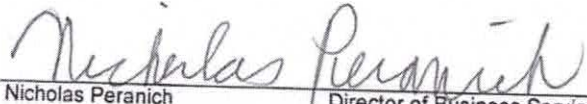
Voucher Date: 11/22/2024

Prepared By: 

Printed: 11/19/2024 01:14:17 PM

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION is hereby authorized to draw warrants against LAGRANGE AREA DEPT. OF SPECIAL EDUCATION funds for the sum of \$21,003.62 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.


Nicholas Peranich Director of Business Services

11/19/2024

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION

Fund		Amount
10	EDUCATION	\$21,003.62
		\$21,003.62

LaGrange Area Dept. of Special Education

Non-Check Batch Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 11/22/2024

To Date:

From Voucher:

To Voucher:

Account: 184641

11/22/2024	Holy Guardian Angels Parish	\$13,611.47	1086	Posted to G/L AP	<input type="checkbox"/>
11/22/2024	Holy Guardian Angels Parish	\$4,537.15	1086	Posted to G/L AP	<input type="checkbox"/>
11/22/2024	Burcor Properties	\$2,445.00	1086	Posted to G/L AP	<input type="checkbox"/>
11/22/2024	5 Star Interpreting Chicago, LLC	\$410.00	1086	Posted to G/L AP	<input type="checkbox"/>

Total for Fund:	4	Total Amount:	<u>\$21,003.62</u>
		Total Amount:	\$21,003.62

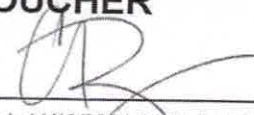
End of Report

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1087

Voucher Date: 11/22/2024

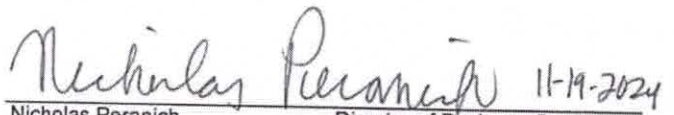
Prepared By:



Printed: 11/19/2024 01:26:34 PM

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION is hereby authorized to draw warrants against LAGRANGE AREA DEPT. OF SPECIAL EDUCATION funds for the sum of \$77,144.88 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.


Nicholas Peranich Director of Business Services 11-19-2024

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION

Fund		Amount
10	EDUCATION	\$77,144.88
		\$77,144.88

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 11/22/2024
From Check: 245813161
From Voucher: 1087

To Date: 11/22/2024
To Check: 245813210
To Voucher: 1087

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245813161	11/22/2024	Albertsons Safeway	\$530.56	1087	Printed	Expense	<input type="checkbox"/>		
245813162	11/22/2024	Amazon Capital Services	\$1,318.45	1087	Printed	Expense	<input type="checkbox"/>		
245813163	11/22/2024	Apple Computer	\$1,599.00	1087	Printed	Expense	<input type="checkbox"/>		
245813164	11/22/2024	ATIA Registration	\$2,000.00	1087	Printed	Expense	<input type="checkbox"/>		
245813165	11/22/2024	Attal, Monique	\$13.06	1087	Printed	Expense	<input type="checkbox"/>		
245813166	11/22/2024	Ayala, Dimond	\$24.59	1087	Printed	Expense	<input type="checkbox"/>		
245813167	11/22/2024	Bmo Corporate Mastercard	\$15,595.97	1087	Printed	Expense	<input type="checkbox"/>		
245813168	11/22/2024	BrightStar Care	\$1,512.00	1087	Printed	Expense	<input type="checkbox"/>		
245813169	11/22/2024	Butler, Madeleine M	\$446.49	1087	Printed	Expense	<input type="checkbox"/>		
245813170	11/22/2024	Bylsma, Karen	\$85.09	1087	Printed	Expense	<input type="checkbox"/>		
245813171	11/22/2024	Canon Solutions America	\$1,779.75	1087	Printed	Expense	<input type="checkbox"/>		
245813172	11/22/2024	Cebular, Victoria J	\$8.97	1087	Printed	Expense	<input type="checkbox"/>		
245813173	11/22/2024	Chiampas, Cassandra	\$157.58	1087	Printed	Expense	<input type="checkbox"/>		
245813174	11/22/2024	Claris International Inc.	\$1,100.00	1087	Printed	Expense	<input type="checkbox"/>		
245813175	11/22/2024	Comcast	\$1,509.40	1087	Printed	Expense	<input type="checkbox"/>		
245813176	11/22/2024	Dahme Mechanical Industries, Inc.	\$1,001.00	1087	Printed	Expense	<input type="checkbox"/>		
245813177	11/22/2024	Favela Mata, Isabel	\$359.52	1087	Printed	Expense	<input type="checkbox"/>		
245813178	11/22/2024	First Communications LLC	\$308.99	1087	Printed	Expense	<input type="checkbox"/>		
245813179	11/22/2024	Fun And Function	\$451.99	1087	Printed	Expense	<input type="checkbox"/>		
245813180	11/22/2024	Grand Prairie Transit	\$5,097.17	1087	Printed	Expense	<input type="checkbox"/>		
245813181	11/22/2024	Granite Telecommunications, LLC	\$84.89	1087	Printed	Expense	<input type="checkbox"/>		
245813182	11/22/2024	Hagar, Kimberly S	\$74.16	1087	Printed	Expense	<input type="checkbox"/>		
245813183	11/22/2024	Institue for Multi Sensory Education	\$1,093.95	1087	Printed	Expense	<input type="checkbox"/>		
245813184	11/22/2024	Jelinek, Katelyn	\$58,047	1087	Printed	Expense	<input type="checkbox"/>		

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 11/22/2024
From Check: 245813161
From Voucher: 1087

To Date: 11/22/2024
To Check: 245813210
To Voucher: 1087

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245813185	11/22/2024	King, Marisol K	\$158.12	1087	Printed	Expense	<input type="checkbox"/>		
245813186	11/22/2024	Laurie Waldeck	\$660.00	1087	Printed	Expense	<input type="checkbox"/>		
245813187	11/22/2024	Loftus, Jacqueline	\$87.16	1087	Printed	Expense	<input type="checkbox"/>		
245813188	11/22/2024	Maruyama, Blythe J	\$102.48	1087	Printed	Expense	<input type="checkbox"/>		
245813189	11/22/2024	Mary, Mother of Divine Grace	\$6,900.00	1087	Printed	Expense	<input type="checkbox"/>		
245813190	11/22/2024	Melody, Nicole R	\$18.35	1087	Printed	Expense	<input type="checkbox"/>		
245813191	11/22/2024	Metro Urgent Care Inc.	\$450.00	1087	Printed	Expense	<input type="checkbox"/>		
245813192	11/22/2024	Miller, Erin	\$144.11	1087	Printed	Expense	<input type="checkbox"/>		
245813193	11/22/2024	Moreno, Melissa L	\$6.23	1087	Printed	Expense	<input type="checkbox"/>		
245813194	11/22/2024	Murphy, Donna	\$347.76	1087	Printed	Expense	<input type="checkbox"/>		
245813195	11/22/2024	NWEA	\$5,104.50	1087	Printed	Expense	<input type="checkbox"/>		
245813196	11/22/2024	Omni Group (The)	\$19.00	1087	Printed	Expense	<input type="checkbox"/>		
245813197	11/22/2024	Petersen, Toni J	\$73.63	1087	Printed	Expense	<input type="checkbox"/>		
245813198	11/22/2024	Priority Print	\$238.00	1087	Printed	Expense	<input type="checkbox"/>		
245813199	11/22/2024	ProCare Therapy	\$21,614.50	1087	Printed	Expense	<input type="checkbox"/>		
245813200	11/22/2024	Rickelman, Donna	\$75.04	1087	Printed	Expense	<input type="checkbox"/>		
245813201	11/22/2024	Safeguard Self Storage	\$1,529.00	1087	Printed	Expense	<input type="checkbox"/>		
245813202	11/22/2024	Sandra Aguirre Lievano	\$640.00	1087	Printed	Expense	<input type="checkbox"/>		
245813203	11/22/2024	Schultz, Kimberly A	\$40.20	1087	Printed	Expense	<input type="checkbox"/>		
245813204	11/22/2024	Sircher, Maria R	\$112.48	1087	Printed	Expense	<input type="checkbox"/>		
245813205	11/22/2024	Smart, Katherine H	\$69.68	1087	Printed	Expense	<input type="checkbox"/>		
245813206	11/22/2024	Strauss, Amy K	\$675.60	1087	Printed	Expense	<input type="checkbox"/>		
245813207	11/22/2024	Super Duper Inc	\$324.78	1087	Printed	Expense	<input type="checkbox"/>		
245813208	11/22/2024	Sypkens, Maureen B	\$370.77	1087	Printed	Expense	<input type="checkbox"/>		

48

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 11/22/2024

To Date: 11/22/2024

From Check: 245813161

To Check: 245813210

From Voucher: 1087

To Voucher: 1087

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245813209	11/22/2024	Warehouse Direct, Inc.	\$552.28	1087	Printed	Expense	<input type="checkbox"/>		
245813210	11/22/2024	WM Corporate Services, Inc	\$620.55	1087	Printed	Expense	<input type="checkbox"/>		

Total Amount: \$77,144.88

End of Report

LaGrange Area Dept. of Special Education

Function Summary - Revenues

From Date: 11/1/2024

To Date: 11/30/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.4.0000.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$10,916.50)	\$10,916.50	\$0.00	\$10,916.50	0.00%
10.4.1300.0000.000.0000	UNDESIGNATED	\$0.00	(\$1,077,903.66)	(\$8,173,359.00)	\$8,173,359.00	\$0.00	\$8,173,359.00	0.00%
10.4.1400.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$94,015.78)	\$94,015.78	\$0.00	\$94,015.78	0.00%
10.4.1500.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$65,379.15)	\$65,379.15	\$0.00	\$65,379.15	0.00%
10.4.1900.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	\$5,403.85	(\$5,403.85)	\$0.00	(\$5,403.85)	0.00%
10.4.3100.0000.000.0000	UNDESIGNATED	\$0.00	(\$150,010.00)	(\$600,040.00)	\$600,040.00	\$0.00	\$600,040.00	0.00%
10.4.3500.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$19,898.16)	\$19,898.16	\$0.00	\$19,898.16	0.00%
10.4.3700.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$196,664.00)	\$196,664.00	\$0.00	\$196,664.00	0.00%
10.4.4500.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$197,825.62)	\$197,825.62	\$0.00	\$197,825.62	0.00%
10.4.4900.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$420,175.47)	\$420,175.47	\$0.00	\$420,175.47	0.00%
	FUND: EDUCATION - 10	\$0.00	(\$1,227,913.66)	(\$9,772,869.83)	\$9,772,869.83	\$0.00	\$9,772,869.83	0.00%
99.4.1300.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$94.02)	\$94.02	\$0.00	\$94.02	0.00%
99.4.1500.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$314.99)	\$314.99	\$0.00	\$314.99	0.00%
	FUND: ACTIVITY FUND - SHREDDER WORKS - 99	\$0.00	\$0.00	(\$409.01)	\$409.01	\$0.00	\$409.01	0.00%
Grand Total:		\$0.00	(\$1,227,913.66)	(\$9,773,278.84)	\$9,773,278.84	\$0.00	\$9,773,278.84	0.00%

End of Report

LaGrange Area Dept. of Special Education

Monthly Revenues

From Date: 11/1/2024

To Date: 11/30/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.4.0000.0000.000.4000	UNDESIGNATED	\$0.00	\$0.00	(\$10,916.50)	\$10,916.50	\$0.00	\$10,916.50	0.00%
10.4.1993.0000.000.4000	E-Rate	\$0.00	\$0.00	\$5,458.25	(\$5,458.25)	\$0.00	(\$5,458.25)	0.00%
10.4.4950.0000.000.6110	DHS STEP	\$0.00	\$0.00	(\$107,075.00)	\$107,075.00	\$0.00	\$107,075.00	0.00%
10.4.4998.0000.000.4993	FEDERAL OTHER	\$0.00	\$0.00	(\$120,293.00)	\$120,293.00	\$0.00	\$120,293.00	0.00%
10.4.1342.0000.100.1000	SCHOOL TUITION	\$0.00	(\$130,647.80)	(\$453,578.20)	\$453,578.20	\$0.00	\$453,578.20	0.00%
10.4.1510.0000.100.1000	INTEREST	\$0.00	\$0.00	(\$65,379.15)	\$65,379.15	\$0.00	\$65,379.15	0.00%
10.4.3110.0000.100.2000	PERSONNEL REIMBURSEMENT	\$0.00	(\$150,010.00)	(\$600,040.00)	\$600,040.00	\$0.00	\$600,040.00	0.00%
10.4.3510.0000.100.2000	TRANSPORTION REIMBURSEMENT	\$0.00	\$0.00	(\$9,551.12)	\$9,551.12	\$0.00	\$9,551.12	0.00%
10.4.4900.0000.100.4000	MEDICAID OUTREACH	\$0.00	\$0.00	(\$192,807.47)	\$192,807.47	\$0.00	\$192,807.47	0.00%
10.4.1342.0000.300.1000	SCHOOL TUITION	\$0.00	(\$527,312.91)	(\$3,107,712.86)	\$3,107,712.86	\$0.00	\$3,107,712.86	0.00%
10.4.1342.0000.300.1020	SCHOOL TUITION	\$0.00	\$0.00	\$539.96	(\$539.96)	\$0.00	(\$539.96)	0.00%
10.4.1999.0000.300.1000	MISC REVENUES	\$0.00	\$0.00	(\$54.40)	\$54.40	\$0.00	\$54.40	0.00%
10.4.1342.0000.436.1000	SCHOOL TUITION	\$0.00	(\$355,131.91)	(\$1,738,805.18)	\$1,738,805.18	\$0.00	\$1,738,805.18	0.00%
10.4.1342.0000.440.1000	ECE Classroom	\$0.00	\$0.00	(\$35,628.86)	\$35,628.86	\$0.00	\$35,628.86	0.00%
10.4.1342.0000.445.1000	SCHOOL TUITION	\$0.00	(\$14,434.70)	(\$65,100.31)	\$65,100.31	\$0.00	\$65,100.31	0.00%
10.4.1342.0000.453.1000	SCHOOL TUITION	\$0.00	(\$36,862.28)	(\$559,096.43)	\$559,096.43	\$0.00	\$559,096.43	0.00%
10.4.1342.0000.454.1000	SCHOOL TUITION	\$0.00	\$0.00	(\$118,567.75)	\$118,567.75	\$0.00	\$118,567.75	0.00%
10.4.1342.0000.454.1020	SCHOOL TUITION	\$0.00	\$0.00	\$3,293.72	(\$3,293.72)	\$0.00	(\$3,293.72)	0.00%
10.4.1342.0000.455.1000	ED HS	\$0.00	\$0.00	(\$172,689.77)	\$172,689.77	\$0.00	\$172,689.77	0.00%
10.4.1322.0000.470.1000	SUMMER TUITION	\$0.00	(\$13,514.06)	(\$175,682.78)	\$175,682.78	\$0.00	\$175,682.78	0.00%
10.4.1342.0000.542.1000	SCHOOL TUITION	\$0.00	\$0.00	(\$1,666,268.40)	\$1,666,268.40	\$0.00	\$1,666,268.40	0.00%
10.4.1342.0000.542.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$14,365.65)	\$14,365.65	\$0.00	\$14,365.65	0.00%
10.4.3510.0000.542.2000	TRANSPORTION REIMBURSEMENT	\$0.00	\$0.00	(\$10,347.04)	\$10,347.04	\$0.00	\$10,347.04	0.00%
10.4.1342.0000.571.1000	SCHOOL TUITION	\$0.00	\$0.00	(\$67,656.49)	\$67,656.49	\$0.00	\$67,656.49	0.00%
10.4.1342.0000.571.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$2,040.00)	\$2,040.00	\$0.00	\$2,040.00	0.00%
10.4.3705.0000.704.2000	PRESCHOOL FOR ALL	\$0.00	\$0.00	(\$196,664.00)	\$196,664.00	\$0.00	\$196,664.00	0.00%
10.4.4505.0000.903.6220	UNDESIGNATED	\$0.00	\$0.00	(\$197,825.62)	\$197,825.62	\$0.00	\$197,825.62	0.00%
10.4.1400.3141.903.6100	VOC SPEC PRG	\$0.00	\$0.00	(\$93,815.78)	\$93,815.78	\$0.00	\$93,815.78	0.00%
10.4.1400.3141.903.6110	STUDENT STIPENDS	\$0.00	\$0.00	(\$200.00)	\$200.00	\$0.00	\$200.00	0.00%
99.4.1510.0000.000.0000	INTEREST	\$0.00	\$0.00	(\$314.99)	\$314.99	\$0.00	\$314.99	0.00%
99.4.1342.0000.259.1000	UNDESIGNATED	\$0.00	\$0.00	(\$94.02)	\$94.02	\$0.00	\$94.02	0.00%
Grand Total:		\$0.00	(\$1,227,913.66)	(\$9,773,278.84)	\$9,773,278.84	\$0.00	\$9,773,278.84	0.00%

End of Report

LaGrange Area Dept. of Special Education

Function Summary - Expenses

From Date: 11/1/2024

To Date: 11/30/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.0400.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$2,655.98)	\$2,655.98	\$0.00	\$2,655.98	0.00%
10.5.1000.0000.000.0000	UNDESIGNATED	\$0.00	\$14,703.62	\$43,556.14	(\$43,556.14)	\$113,441.02	(\$156,997.16)	0.00%
10.5.1200.0000.000.0000	UNDESIGNATED	\$9,826,858.79	\$801,115.27	\$2,513,593.22	\$7,313,265.57	\$5,090,065.13	\$2,223,200.44	22.62%
10.5.1300.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	\$310,632.37	(\$310,632.37)	\$0.00	(\$310,632.37)	0.00%
10.5.1400.0000.000.0000	UNDESIGNATED	\$805,816.10	\$74,834.93	\$361,053.13	\$444,762.97	\$426,234.69	\$18,528.28	2.30%
10.5.2100.0000.000.0000	UNDESIGNATED	\$15,941,311.67	\$1,398,202.89	\$4,299,296.43	\$11,642,015.24	\$9,205,144.28	\$2,436,870.96	15.29%
10.5.2200.0000.000.0000	UNDESIGNATED	\$355,012.32	\$13,716.76	\$134,473.26	\$220,539.06	\$2,841.81	\$217,697.25	61.32%
10.5.2300.0000.000.0000	UNDESIGNATED	\$783,255.75	\$25,574.82	\$474,100.19	\$309,155.56	\$152,505.93	\$156,649.63	20.00%
10.5.2400.0000.000.0000	UNDESIGNATED	\$2,031,650.55	\$104,438.24	\$443,442.08	\$1,588,208.47	\$608,609.06	\$979,599.41	48.22%
10.5.2500.0000.000.0000	UNDESIGNATED	\$1,524,346.17	\$82,788.55	\$442,481.43	\$1,081,864.74	\$92,092.23	\$989,772.51	64.93%
10.5.2600.0000.000.0000	UNDESIGNATED	\$1,053,949.49	\$99,207.46	\$507,623.26	\$546,326.23	\$459,787.54	\$86,538.69	8.21%
10.5.3000.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$207.05)	\$207.05	\$0.00	\$207.05	0.00%
10.5.3700.0000.000.0000	UNDESIGNATED	\$574,000.00	\$13,060.00	\$48,890.28	\$525,109.72	\$0.00	\$525,109.72	91.48%
10.5.4900.0000.000.0000	UNDESIGNATED	\$0.00	\$2,089.44	\$126,395.37	(\$126,395.37)	\$888.79	(\$127,284.16)	0.00%
	FUND: EDUCATION - 10	\$32,896,200.84	\$2,629,731.98	\$9,702,674.13	\$23,193,526.71	\$16,151,610.48	\$7,041,916.23	21.41%
20.5.2500.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	\$11,552.06	(\$11,552.06)	\$0.00	(\$11,552.06)	0.00%
	FUND: OPERATIONS & MAINTENANCE - 20	\$0.00	\$0.00	\$11,552.06	(\$11,552.06)	\$0.00	(\$11,552.06)	0.00%
Grand Total:		\$32,896,200.84	\$2,629,731.98	\$9,714,226.19	\$23,181,974.65	\$16,151,610.48	\$7,030,364.17	21.37%

End of Report

LaGrange Area Dept. of Special Education

Expenditures by Object

From Date: 11/1/2024

To Date: 11/30/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.0.0000.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$2,655.98)	\$2,655.98	\$0.00	\$2,655.98	0.00%
10.0.0000.1000.000.0000	SALARIES, CERTIFIED STAFF	\$11,688,427.15	\$983,608.79	\$3,237,483.94	\$8,450,943.21	\$8,259,315.28	\$191,627.93	1.64%
10.0.0000.1100.000.0000	SALARIES, NON CERTIFIED STAFF	\$11,238,447.82	\$956,631.53	\$3,264,713.92	\$7,973,733.90	\$7,604,281.41	\$369,452.49	3.29%
10.0.0000.1170.000.0000	SALARY-STUDENT	\$15,675.00	\$0.00	\$0.00	\$15,675.00	\$0.00	\$15,675.00	100.00%
10.0.0000.2110.000.0000	TEACHER'S RETIREMENT (TRS)	\$235,614.06	\$16,803.47	\$60,425.63	\$175,188.43	\$8,430.62	\$166,757.81	70.78%
10.0.0000.2120.000.0000	MUNICIPAL RETIREMENT	\$388,169.35	\$7,682.76	\$26,891.08	\$361,278.27	\$3,885.26	\$357,393.01	92.07%
10.0.0000.2130.000.0000	FICA	\$668,087.89	\$54,602.82	\$187,761.34	\$480,326.55	\$27,506.18	\$452,820.37	67.78%
10.0.0000.2140.000.0000	MEDICARE	\$328,108.77	\$26,714.75	\$90,173.39	\$237,935.38	\$13,414.90	\$224,520.48	68.43%
10.0.0000.2210.000.0000	LIFE INSURANCE	\$67,439.00	\$2,601.20	\$11,117.54	\$56,321.46	\$1,324.71	\$54,996.75	81.55%
10.0.0000.2220.000.0000	MEDICAL INSURANCE	\$4,165,915.28	\$368,687.39	\$1,105,509.27	\$3,060,406.01	\$183,256.60	\$2,877,149.41	69.06%
10.0.0000.2230.000.0000	DENTAL INSURANCE	\$260,700.53	\$23,242.87	\$69,665.28	\$191,035.25	\$11,522.79	\$179,512.46	68.86%
10.0.0000.2240.000.0000	LONGTERM CARE	\$0.00	\$0.00	\$4,491.19	(\$4,491.19)	\$0.00	(\$4,491.19)	0.00%
10.0.0000.2300.000.0000	TUITION REIMBURSEMENT	\$20,000.00	\$0.00	\$4,600.00	\$15,400.00	\$0.00	\$15,400.00	77.00%
10.0.0000.3050.000.0000	APPS AND SOFTWARE	\$57,850.00	\$7,148.45	\$41,714.08	\$16,135.92	\$15,186.69	\$949.23	1.64%
10.0.0000.3090.000.0000	Undesignated	\$15,800.00	\$0.00	\$16,516.46	(\$716.46)	\$0.00	(\$716.46)	-4.53%
10.0.0000.3100.000.0000	PROFESSIONAL TECHNICAL SERVICE	\$220,301.70	\$73,459.56	\$371,372.96	(\$151,071.26)	\$876.09	(\$151,947.35)	-68.97%
10.0.0000.3120.000.0000	INSERVICE TRAINING-CONSULTANTS	\$36,350.00	\$701.24	\$32,168.22	\$4,181.78	\$0.00	\$4,181.78	11.50%
10.0.0000.3140.000.0000	Undesignated	\$20,671.05	\$0.00	\$18,834.05	\$1,837.00	\$0.00	\$1,837.00	8.89%
10.0.0000.3150.000.0000	LOW INCIDENT DIAGNOSTIC TESTIN	\$1,800.00	\$0.00	\$0.00	\$1,800.00	\$0.00	\$1,800.00	100.00%
10.0.0000.3160.000.0000	Undesignated	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.0.0000.3170.000.0000	AUDIT FEE-FINANCIAL	\$155,600.00	\$0.00	\$26,000.00	\$129,600.00	\$0.00	\$129,600.00	83.29%
10.0.0000.3180.000.0000	LEGAL FEE-CONTRACTUAL	\$17,000.00	\$179.50	\$1,030.00	\$15,970.00	\$0.00	\$15,970.00	93.94%
10.0.0000.3190.000.0000	OTHER PROFESSIONAL/TECHNICAL (\$31,500.00	\$0.00	\$30,124.34	\$1,375.66	\$0.00	\$1,375.66	4.37%
10.0.0000.3210.000.0000	PROPERTY SERVICES-DISPOSAL	\$25,500.00	\$620.55	\$7,145.25	\$18,354.75	\$0.00	\$18,354.75	71.98%
10.0.0000.3220.000.0000	CUSTODIAL/CLEANING SERVICES	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.0.0000.3230.000.0000	REPAIRS AND MAINTENANCE SERVIC	\$53,050.00	\$1,089.99	\$21,369.16	\$31,680.84	\$0.00	\$31,680.84	59.72%
10.0.0000.3250.000.0000	ROOM RENTALS	\$1,495,217.00	\$33,381.36	\$274,925.75	\$1,220,291.25	\$0.00	\$1,220,291.25	81.61%
10.0.0000.3310.000.0000	PUPIL TRANSPORTATION	\$52,149.00	\$6,131.55	\$12,114.23	\$40,034.77	\$0.00	\$40,034.77	76.77%
10.0.0000.3320.000.0000	Undesignated	\$92,400.00	\$9,472.48	\$44,580.33	\$47,819.67	\$0.00	\$47,819.67	51.75%
10.0.0000.3390.000.0000	Undesignated	\$80,426.98	\$5,629.58	\$24,440.97	\$55,986.01	\$8,803.18	\$47,182.83	58.67%
10.0.0000.3400.000.0000	COMMUNICATION-TELEPHONE	\$50,160.00	\$4,190.12	\$19,717.38	\$30,442.62	\$5,648.59	\$24,794.03	49.43%
10.0.0000.3500.000.0000	MARKETING	\$14,362.50	\$0.00	\$11,892.83	\$2,469.67	\$0.00	\$2,469.67	17.20%
10.0.0000.3600.000.0000	PRINTING AND BINDING	\$1,757.50	\$0.00	\$0.00	\$1,757.50	\$0.00	\$1,757.50	100.00%
10.0.0000.3700.000.0000	PROPERTY SERVICES-WATER SERVIC	\$3,000.00	\$0.00	\$813.16	\$2,186.84	\$0.00	\$2,186.84	72.89%
10.0.0000.3800.000.0000	UNEMPLOYMENT	\$950.00	\$0.00	\$1,050.00	(\$100.00)	\$0.00	(\$100.00)	-10.53%
10.0.0000.3820.000.0000	SCHOOL BOARD LIABILITY	\$220,500.00	\$0.00	\$219,562.00	\$938.00	\$0.00	\$938.00	0.43%
10.0.0000.3900.000.0000	SOFTWARE LICENSES	\$7,500.00	\$5,872.50	\$6,513.28	\$986.72	\$0.00	\$986.72	13.16%
10.0.0000.4100.000.0000	OFFICE SUPPLIES LESS \$499	\$197,220.00	\$21,960.93	\$73,351.37	\$123,868.63	\$854.21	\$123,014.42	62.37%
10.0.0000.4110.000.0000	Undesignated	\$75,800.00	\$940.10	\$48,738.10	\$27,061.90	\$374.97	\$26,686.93	35.21%
10.0.0000.4120.000.0000	CLASSROOM MATERIALS 1	\$16,700.00	\$969.86	\$11,724.29	\$4,975.71	\$477.65	\$4,498.06	26.93%
10.0.0000.4130.000.0000	CLASSROOM MATERIALS 11	\$20,000.00	\$1,999.98	\$13,039.22	\$6,960.78	\$350.97	\$6,609.81	33.05%
10.0.0000.4190.000.0000	Undesignated	\$600.00	\$0.00	\$0.00	\$600.00	\$0.00	\$600.00	100.00%
10.0.0000.4300.000.0000	LIBRARY BOOKS	\$3,750.00	\$28.73	\$284.14	\$3,465.86	\$137.42	\$3,328.44	88.76%
10.0.0000.4600.000.0000	ELECTRICITY	\$34,206.26	\$3,133.10	\$9,552.96	\$24,653.30	\$0.00	\$24,653.30	72.07%
10.0.0000.4700.000.0000	SYSTEMS SOFTWARE	\$2,250.00	\$0.00	\$2,099.88	\$150.12	\$375.07	(\$224.95)	-10.00%
10.0.0000.5400.000.0000	EQUIPMENT OVER \$5,000	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00	100.00%
10.0.0000.6400.000.0000	DUES AND FEES	\$38,834.00	(\$5,567.73)	\$13,176.26	\$25,657.74	\$0.00	\$25,657.74	66.07%
10.0.0000.6600.000.0000	FLOW THOUGH	\$566,000.00	\$13,060.00	\$158,371.59	\$407,628.41	\$0.00	\$407,628.41	72.02%
10.0.0000.7000.000.0000	EQUIPMENT \$500 TO \$4999	\$175,910.00	\$4,754.55	\$130,275.27	\$45,634.73	\$5,587.89	\$40,046.84	22.77%
	FUND: EDUCATION - 10	\$32,896,200.84	\$2,629,731.98	\$9,702,674.13	\$23,193,526.71	\$16,151,610.48	\$7,041,916.23	21.41%

LaGrange Area Dept. of Special Education

Expenditures by Object

From Date: 11/1/2024

To Date: 11/30/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
20.0.0000.3190.000.0000	OTHER PROFESSIONAL/TECHNICAL (\$0.00	\$0.00	\$10,595.50	(\$10,595.50)	\$0.00	(\$10,595.50)	0.00%
20.0.0000.3230.000.0000	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$956.56	(\$956.56)	\$0.00	(\$956.56)	0.00%
	FUND: OPERATIONS & MAINTENANCE - 20	\$0.00	\$0.00	\$11,552.06	(\$11,552.06)	\$0.00	(\$11,552.06)	0.00%
Grand Total:		\$32,896,200.84	\$2,629,731.98	\$9,714,226.19	\$23,181,974.65	\$16,151,610.48	\$7,030,364.17	21.37%

End of Report

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 11/1/2024

To Date: 11/30/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.0454.0000.000.1100	UNDESIGNATED	\$0.00	\$0.00	(\$2,655.98)	\$2,655.98	\$0.00	\$2,655.98	0.00%
10.5.4900.6600.000.1100	FLOW THOUGH	\$0.00	\$0.00	\$120,811.59	(\$120,811.59)	\$0.00	(\$120,811.59)	0.00%
10.5.2210.3098.236.1120	INFINITEC FLOW-THRU	\$0.00	\$0.00	\$30.00	(\$30.00)	\$0.00	(\$30.00)	0.00%
10.5.1200.4100.236.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$9.99	(\$9.99)	\$0.00	(\$9.99)	0.00%
10.5.1200.4118.301.1100	CURRICULUM	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100.00%
10.5.2630.7000.301.1100	EQUIPMENT \$500 TO \$4999	\$850.00	\$0.00	\$0.00	\$850.00	\$0.00	\$850.00	100.00%
10.5.2110.3100.302.1100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$198.14	\$1,025.76	(\$1,025.76)	\$0.00	(\$1,025.76)	0.00%
10.5.2410.3100.302.1100	PROFESSIONAL TECHNICAL SERVICE	\$1,451.70	\$0.00	\$639.60	\$812.10	\$0.00	\$812.10	55.94%
10.5.2630.3230.302.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.1200.3399.302.1100	TRAVEL LOCAL MILEAGE	\$56.98	\$0.00	\$0.00	\$56.98	\$0.00	\$56.98	100.00%
10.5.1200.4100.302.1100	OFFICE SUPPLIES LESS \$499	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2630.7000.302.1100	EQUIPMENT \$500 TO \$4999	\$2,400.00	\$0.00	\$2,697.00	(\$297.00)	\$0.00	(\$297.00)	-12.38%
10.5.1322.1000.318.1110	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$16,390.00	(\$16,390.00)	\$0.00	(\$16,390.00)	0.00%
10.5.1322.1000.318.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$10,300.00	(\$10,300.00)	\$0.00	(\$10,300.00)	0.00%
10.5.1322.1100.318.1110	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$2,750.00	(\$2,750.00)	\$0.00	(\$2,750.00)	0.00%
10.5.1322.1100.318.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$7,920.00	(\$7,920.00)	\$0.00	(\$7,920.00)	0.00%
10.5.1322.2110.318.1110	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$204.88	(\$204.88)	\$0.00	(\$204.88)	0.00%
10.5.1322.2110.318.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$83.38	(\$83.38)	\$0.00	(\$83.38)	0.00%
10.5.1322.2120.318.1110	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$46.83	(\$46.83)	\$0.00	(\$46.83)	0.00%
10.5.1322.2120.318.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$82.90	(\$82.90)	\$0.00	(\$82.90)	0.00%
10.5.1322.2130.318.1110	FICA	\$0.00	\$0.00	\$170.50	(\$170.50)	\$0.00	(\$170.50)	0.00%
10.5.1322.2130.318.1111	FICA	\$0.00	\$0.00	\$491.04	(\$491.04)	\$0.00	(\$491.04)	0.00%
10.5.1322.2140.318.1110	MEDICARE	\$0.00	\$0.00	\$277.55	(\$277.55)	\$0.00	(\$277.55)	0.00%
10.5.1322.2140.318.1111	MEDICARE	\$0.00	\$0.00	\$264.21	(\$264.21)	\$0.00	(\$264.21)	0.00%
10.5.2130.2140.320.1100	MEDICARE	\$0.00	\$0.00	\$0.74	(\$0.74)	\$0.00	(\$0.74)	0.00%
10.5.2130.3100.320.1100	PROFESSIONAL TECHNICAL SERVICE	\$500.00	\$4,000.00	\$4,000.00	(\$3,500.00)	\$0.00	(\$3,500.00)	-700.00%
10.5.2130.3107.320.1020	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$1,728.00	(\$1,728.00)	\$0.00	(\$1,728.00)	0.00%
10.5.2130.3107.320.1100	CONTRACTUAL SERVICES	\$0.00	\$49,852.34	\$160,368.85	(\$160,368.85)	\$0.00	(\$160,368.85)	0.00%
10.5.2130.3400.320.1100	COMMUNICATION-TELEPHONE	\$0.00	\$0.00	\$51.08	(\$51.08)	\$0.00	(\$51.08)	0.00%
10.5.2130.4100.320.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$32.40	(\$32.40)	\$0.00	(\$32.40)	0.00%
10.5.2130.4100.320.1100	OFFICE SUPPLIES LESS \$499	\$5,000.00	\$0.00	\$60.16	\$4,939.84	\$0.00	\$4,939.84	98.80%
10.5.2630.7000.320.1100	EQUIPMENT \$500 TO \$4999	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.2630.3050.321.1100	APPS AND SOFTWARE	\$400.00	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00	100.00%
10.5.2131.3100.321.1100	PROFESSIONAL TECHNICAL SERVICE	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
10.5.2131.3107.321.1100	CONTRACTUAL SERVICES	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00	100.00%
10.5.2630.3230.321.1100	REPAIRS AND MAINTENANCE SERVIC	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2570.3250.321.1100	ROOM RENTALS	\$2,250.00	\$672.76	\$3,873.96	(\$1,623.96)	\$0.00	(\$1,623.96)	-72.18%
10.5.2131.3399.321.1100	TRAVEL LOCAL MILEAGE	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.1200.4100.321.4993	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$29.96	(\$29.96)	\$0.00	(\$29.96)	0.00%
10.5.2131.4100.321.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$64.99	(\$64.99)	\$0.00	(\$64.99)	0.00%
10.5.2131.4100.321.1100	OFFICE SUPPLIES LESS \$499	\$5,500.00	\$0.00	\$759.68	\$4,740.32	\$0.00	\$4,740.32	86.19%
10.5.2630.7000.321.1100	EQUIPMENT \$500 TO \$4999	\$14,000.00	\$0.00	\$14,192.00	(\$192.00)	\$0.00	(\$192.00)	-1.37%
10.5.2140.3100.323.1100	PROFESSIONAL TECHNICAL SERVICE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2140.4100.323.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$808.85	(\$808.85)	\$0.00	(\$808.85)	0.00%
10.5.2140.4100.323.1100	OFFICE SUPPLIES LESS \$499	\$18,000.00	\$0.00	\$9,678.68	\$8,321.32	\$0.00	\$8,321.32	46.23%
10.5.2140.7000.323.1100	EQUIPMENT \$500 TO \$4999	\$10,000.00	\$0.00	\$1,347.50	\$8,652.50	\$0.00	\$8,652.50	86.53%
10.5.2630.7000.323.1100	EQUIPMENT \$500 TO \$4999	\$5,400.00	\$0.00	\$5,161.49	\$238.51	\$0.00	\$238.51	4.42%
10.5.2630.3050.324.1100	APPS AND SOFTWARE	\$150.00	\$0.00	\$0.00	\$150.00	\$0.00	\$150.00	100.00%
10.5.2132.3100.324.1100	PROFESSIONAL TECHNICAL SERVICE	\$10,250.00	\$0.00	\$0.00	\$10,250.00	\$0.00	\$10,250.00	100.00%
10.5.2630.3230.324.1100	REPAIRS AND MAINTENANCE SERVIC	\$2,000.00	55	\$0.00	\$654.75	\$1,345.25	\$1,345.25	67.26%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 11/1/2024

To Date: 11/30/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2570.3250.324.1100	ROOM RENTALS	\$6,000.00	\$550.44	\$2,181.24	\$3,818.76	\$0.00	\$3,818.76	63.65%
10.5.2132.3399.324.1100	TRAVEL LOCAL MILEAGE	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100.00%
10.5.2132.4100.324.1100	OFFICE SUPPLIES LESS \$499	\$4,500.00	\$0.00	\$587.09	\$3,912.91	\$0.00	\$3,912.91	86.95%
10.5.2210.6400.324.1100	DUES AND FEES	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2132.7000.324.1100	EQUIPMENT \$500 TO \$4999	\$4,880.00	\$0.00	\$0.00	\$4,880.00	\$0.00	\$4,880.00	100.00%
10.5.2630.3050.326.1100	APPS AND SOFTWARE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2150.3107.326.1100	CONTRACTUAL SERVICES	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	100.00%
10.5.2630.3230.326.1020	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$259.00	(\$259.00)	\$0.00	(\$259.00)	0.00%
10.5.2630.3230.326.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2150.3399.326.1100	TRAVEL LOCAL MILEAGE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2150.4100.326.1100	OFFICE SUPPLIES LESS \$499	\$2,500.00	\$15.94	\$206.26	\$2,293.74	\$8.99	\$2,284.75	91.39%
10.5.2150.4118.326.1100	CURRICULUM	\$5,000.00	\$512.63	\$2,747.83	\$2,252.17	\$374.97	\$1,877.20	37.54%
10.5.2630.7000.326.1100	EQUIPMENT \$500 TO \$4999	\$17,500.00	\$0.00	\$19,693.50	(\$2,193.50)	\$0.00	(\$2,193.50)	-12.53%
10.5.1200.1105.333.1100	STIPENDS- NON CERTIFIED	\$7,000.00	\$0.00	\$0.00	\$7,000.00	\$0.00	\$7,000.00	100.00%
10.5.1020.1000.360.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$630.00	\$630.00	(\$630.00)	\$0.00	(\$630.00)	0.00%
10.5.1020.2140.360.1100	MEDICARE	\$0.00	\$9.14	\$9.14	(\$9.14)	\$0.00	(\$9.14)	0.00%
10.5.1020.3399.360.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$20.43	\$20.43	(\$20.43)	\$0.00	(\$20.43)	0.00%
10.5.1200.3100.430.4993	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$10,090.00	(\$10,090.00)	\$0.00	(\$10,090.00)	0.00%
10.5.2630.3150.430.1100	LOW INCIDENT DIAGNOSTIC TESTIN	\$1,800.00	\$0.00	\$0.00	\$1,800.00	\$0.00	\$1,800.00	100.00%
10.5.1200.3196.430.1100	CONTRACTUAL RELATED SERVICES	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$0.00	0.00%
10.5.2630.3230.430.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,350.00	\$0.00	\$0.00	\$1,350.00	\$0.00	\$1,350.00	100.00%
10.5.2570.3250.430.1100	ROOM RENTALS	\$286,800.00	\$4,140.00	\$20,793.74	\$266,006.26	\$0.00	\$266,006.26	92.75%
10.5.2570.3251.430.1100	COPIER RENTAL	\$0.00	\$160.18	\$430.50	(\$430.50)	\$0.00	(\$430.50)	0.00%
10.5.2550.3310.430.1100	PUPIL TRANSPORTATION	\$9,050.00	\$1,261.03	\$2,667.51	\$6,382.49	\$0.00	\$6,382.49	70.52%
10.5.1200.3399.430.1100	TRAVEL LOCAL MILEAGE	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
10.5.1200.4100.430.1100	OFFICE SUPPLIES LESS \$499	\$11,800.00	\$241.98	\$1,890.77	\$9,909.23	\$230.35	\$9,678.88	82.02%
10.5.1200.4104.430.1100	INK	\$5,000.00	\$0.00	\$799.68	\$4,200.32	\$134.07	\$4,066.25	81.33%
10.5.1200.4118.430.1100	CURRICULUM	\$37,000.00	\$0.00	\$29,106.94	\$7,893.06	\$0.00	\$7,893.06	21.33%
10.5.1200.4120.430.1100	CLASSROOM MATERIALS 1	\$800.00	\$0.00	\$88.12	\$711.88	\$0.00	\$711.88	88.99%
10.5.1200.4121.430.1100	CLASSROOM MATERIALS 2	\$800.00	\$143.12	\$802.44	(\$2.44)	\$0.00	(\$2.44)	-0.31%
10.5.1200.4122.430.1100	CLASSROOM MATERIALS 3	\$800.00	\$0.00	\$42.94	\$757.06	\$0.00	\$757.06	94.63%
10.5.1200.4123.430.1100	CLASSROOM MATERIALS 4	\$800.00	\$65.19	\$628.97	\$171.03	\$0.00	\$171.03	21.38%
10.5.1200.4124.430.1100	CLASSROOM MATERIALS 5	\$800.00	\$148.87	\$325.57	\$474.43	\$0.00	\$474.43	59.30%
10.5.1200.4125.430.1100	CLASSROOM MATERIALS 6	\$800.00	\$126.28	\$781.69	\$18.31	\$96.20	(\$77.89)	-9.74%
10.5.1200.4126.430.1100	CLASSROOM MATERIALS 7	\$800.00	\$0.00	\$280.35	\$519.65	\$0.00	\$519.65	64.96%
10.5.1200.4127.430.1100	CLASSROOM MATERIALS 8	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.1200.4128.430.1100	CLASSROOM MATERIALS 9	\$1,000.00	\$137.51	\$327.08	\$672.92	\$0.00	\$672.92	67.29%
10.5.1200.4129.430.1100	CLASSROOM MATERIALS 10	\$800.00	\$85.72	\$377.37	\$422.63	\$0.00	\$422.63	52.83%
10.5.1200.4130.430.1100	CLASSROOM MATERIALS 11	\$5,000.00	\$733.09	\$3,041.37	\$1,958.63	\$0.00	\$1,958.63	39.17%
10.5.1200.4131.430.1100	CLASSROOM MATERIALS 12	\$5,000.00	\$56.93	\$4,409.24	\$590.76	\$350.97	\$239.79	4.80%
10.5.1200.4132.430.1100	CLASSROOM MATERIALS 13	\$5,000.00	\$675.60	\$5,054.25	(\$54.25)	\$0.00	(\$54.25)	-1.09%
10.5.1200.4133.430.1100	CLASSROOM MATERIALS 14	\$5,000.00	\$534.36	\$534.36	\$4,465.64	\$0.00	\$4,465.64	89.31%
10.5.2630.7000.430.1020	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$799.99	(\$799.99)	\$0.00	(\$799.99)	0.00%
10.5.2630.7000.430.1100	EQUIPMENT \$500 TO \$4999	\$27,000.00	\$0.00	\$23,487.03	\$3,512.97	\$0.00	\$3,512.97	13.01%
10.5.2630.3050.436.1100	APPS AND SOFTWARE	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.1200.3230.436.1100	REPAIRS AND MAINTENANCE SERVIC	\$2,500.00	\$0.00	\$130.01	\$2,369.99	\$0.00	\$2,369.99	94.80%
10.5.2570.3250.436.1020	ROOM RENTALS	\$0.00	\$0.00	\$10,000.00	(\$10,000.00)	\$0.00	(\$10,000.00)	0.00%
10.5.2570.3250.436.1100	ROOM RENTALS	\$220,000.00	\$2,760.00	\$13,893.74	\$206,106.26	\$0.00	\$206,106.26	93.68%
10.5.2570.3251.436.1100	COPIER RENTAL	\$1,500.00	\$262.34	\$838.21	\$661.79	\$0.00	\$661.79	44.12%
10.5.2550.3310.436.1100	PUPIL TRANSPORTATION	\$6,600.00	\$326.48	\$326.48	\$6,273.52	\$0.00	\$6,273.52	95.05%

56

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 11/1/2024

To Date: 11/30/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1200.3399.436.1100	TRAVEL LOCAL MILEAGE	\$2,250.00	\$0.00	\$34.58	\$2,215.42	\$0.00	\$2,215.42	98.46%
10.5.2570.3400.436.1100	COMMUNICATION-TELEPHONE	\$3,000.00	\$204.81	\$735.90	\$2,264.10	\$0.00	\$2,264.10	75.47%
10.5.1200.4100.436.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$409.50	(\$409.50)	\$0.00	(\$409.50)	0.00%
10.5.1200.4100.436.1100	OFFICE SUPPLIES LESS \$499	\$7,000.00	\$67.28	\$1,960.58	\$5,039.42	\$0.00	\$5,039.42	71.99%
10.5.1200.4100.436.4993	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$103.90	(\$103.90)	\$0.00	(\$103.90)	0.00%
10.5.1200.4103.436.1100	MEDICAL SUPPLIES	\$2,500.00	\$0.00	\$353.43	\$2,146.57	\$0.00	\$2,146.57	85.86%
10.5.1200.4104.436.1020	INK	\$0.00	\$0.00	\$272.49	(\$272.49)	\$0.00	(\$272.49)	0.00%
10.5.1200.4104.436.1100	INK	\$4,000.00	\$0.00	\$528.48	\$3,471.52	\$172.87	\$3,298.65	82.47%
10.5.1200.4118.436.1100	CURRICULUM	\$17,000.00	\$0.00	\$12,745.79	\$4,254.21	\$0.00	\$4,254.21	25.02%
10.5.1200.4120.436.1100	CLASSROOM MATERIALS 1	\$800.00	\$19.95	\$262.69	\$537.31	\$235.27	\$302.04	37.76%
10.5.1200.4121.436.1100	CLASSROOM MATERIALS 2	\$800.00	\$0.00	\$553.95	\$246.05	\$0.00	\$246.05	30.76%
10.5.1200.4122.436.1100	CLASSROOM MATERIALS 3	\$800.00	\$123.70	\$297.60	\$502.40	\$0.00	\$502.40	62.80%
10.5.1200.4123.436.1100	CLASSROOM MATERIALS 4	\$800.00	\$0.00	\$73.22	\$726.78	\$0.00	\$726.78	90.85%
10.5.1200.4124.436.1100	CLASSROOM MATERIALS 5	\$800.00	\$84.54	\$542.58	\$257.42	\$0.00	\$257.42	32.18%
10.5.1200.4125.436.1100	CLASSROOM MATERIALS 6	\$800.00	\$0.00	\$99.13	\$700.87	\$0.00	\$700.87	87.61%
10.5.1200.4126.436.1100	CLASSROOM MATERIALS 7	\$800.00	\$34.98	\$72.96	\$727.04	\$90.20	\$636.84	79.61%
10.5.1200.4127.436.1100	CLASSROOM MATERIALS 8	\$800.00	\$0.00	\$167.63	\$632.37	\$0.00	\$632.37	79.05%
10.5.1200.4128.436.1100	CLASSROOM MATERIALS 9	\$800.00	\$0.00	\$0.00	\$800.00	\$55.98	\$744.02	93.00%
10.5.1200.4129.436.1100	CLASSROOM MATERIALS 10	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.2210.6400.436.1100	DUES AND FEES	\$425.00	\$0.00	\$0.00	\$425.00	\$0.00	\$425.00	100.00%
10.5.1200.7000.436.1100	EQUIPMENT \$500 TO \$4999	\$8,400.00	\$0.00	\$2,882.74	\$5,517.26	\$0.00	\$5,517.26	65.68%
10.5.1200.7000.436.4993	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$13,485.56	(\$13,485.56)	\$0.00	(\$13,485.56)	0.00%
10.5.2630.7000.436.1100	EQUIPMENT \$500 TO \$4999	\$9,300.00	\$0.00	\$560.48	\$8,739.52	\$0.00	\$8,739.52	93.97%
10.5.2210.2110.440.4993	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$9.74	(\$9.74)	\$0.00	(\$9.74)	0.00%
10.5.2210.2140.440.4993	MEDICARE	\$0.00	\$0.00	\$11.31	(\$11.31)	\$0.00	(\$11.31)	0.00%
10.5.2210.3120.440.4993	INSERVICE TRAINING-CONSULTANTS	\$0.00	\$0.00	\$780.00	(\$780.00)	\$0.00	(\$780.00)	0.00%
10.5.2630.3230.440.1100	REPAIRS AND MAINTENANCE SERVIC	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2570.3250.440.1100	ROOM RENTALS	\$25,000.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	100.00%
10.5.1200.3399.440.1100	TRAVEL LOCAL MILEAGE	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.1200.4100.440.1100	OFFICE SUPPLIES LESS \$499	\$700.00	\$0.00	\$241.10	\$458.90	\$0.00	\$458.90	65.56%
10.5.1200.4104.440.1100	INK	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.1200.4118.440.1100	CURRICULUM	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.1200.4120.440.1100	CLASSROOM MATERIALS 1	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.1200.4199.440.1100	PPE/Covid Supplies	\$600.00	\$0.00	\$0.00	\$600.00	\$0.00	\$600.00	100.00%
10.5.2630.7000.440.1100	EQUIPMENT \$500 TO \$4999	\$1,000.00	\$0.00	\$1,397.86	(\$397.86)	\$0.00	(\$397.86)	-39.79%
10.5.2630.3230.445.1100	REPAIRS AND MAINTENANCE SERVIC	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2570.3250.445.1100	ROOM RENTALS	\$27,000.00	\$0.00	\$15,000.00	\$12,000.00	\$0.00	\$12,000.00	44.44%
10.5.2150.3399.445.1100	TRAVEL LOCAL MILEAGE	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	100.00%
10.5.1200.4100.445.1100	OFFICE SUPPLIES LESS \$499	\$2,300.00	\$92.14	\$92.14	\$2,207.86	\$0.00	\$2,207.86	95.99%
10.5.2630.7000.445.1100	EQUIPMENT \$500 TO \$4999	\$1,600.00	\$0.00	\$0.00	\$1,600.00	\$0.00	\$1,600.00	100.00%
10.5.2630.3230.453.1100	REPAIRS AND MAINTENANCE SERVIC	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2570.3250.453.1100	ROOM RENTALS	\$170,000.00	\$17,022.52	\$100,407.55	\$69,592.45	\$0.00	\$69,592.45	40.94%
10.5.2570.3251.453.1100	COPIER RENTAL	\$0.00	\$747.25	\$3,017.30	(\$3,017.30)	\$0.00	(\$3,017.30)	0.00%
10.5.2550.3310.453.1100	PUPIL TRANSPORTATION	\$7,200.00	\$1,387.54	\$2,081.31	\$5,118.69	\$0.00	\$5,118.69	71.09%
10.5.2210.3325.453.1020	CONFERENCE REGISTRATION	\$0.00	\$0.00	\$225.93	(\$225.93)	\$0.00	(\$225.93)	0.00%
10.5.1200.3399.453.1100	TRAVEL LOCAL MILEAGE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2540.3400.453.1100	COMMUNICATION-TELEPHONE	\$0.00	\$42.45	\$146.33	(\$146.33)	\$0.00	(\$146.33)	0.00%
10.5.2570.3400.453.1100	COMMUNICATION-TELEPHONE	\$2,100.00	\$244.87	\$768.72	\$1,331.28	\$0.00	\$1,331.28	63.39%
10.5.2630.3900.453.1020	SOFTWARE LICENSES	\$0.00	\$0.00	\$56.80	(\$56.80)	\$0.00	(\$56.80)	0.00%
10.5.2630.3900.453.1100	SOFTWARE LICENSES	\$3,000.00	\$0.00	\$533.98	\$2,466.02	\$0.00	\$2,466.02	82.20%

57

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 11/1/2024

To Date: 11/30/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1200.4100.453.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$88.41	(\$88.41)	\$0.00	(\$88.41)	0.00%
10.5.1200.4100.453.1100	OFFICE SUPPLIES LESS \$499	\$15,000.00	\$3,800.08	\$10,691.18	\$4,308.82	\$0.00	\$4,308.82	28.73%
10.5.1200.4104.453.1100	INK	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.1200.4105.453.1100	STUDENT INCENTIVES	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100.00%
10.5.1200.4106.453.1100	STUDENT FOOD/SUPPLIES	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.1200.4118.453.1100	CURRICULUM	\$8,000.00	\$35.96	\$2,205.98	\$5,794.02	\$0.00	\$5,794.02	72.43%
10.5.1200.6400.453.1100	DUES AND FEES	\$6,000.00	\$0.00	\$5,600.00	\$400.00	\$0.00	\$400.00	6.67%
10.5.2630.7000.453.1020	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$494.46	(\$494.46)	\$0.00	(\$494.46)	0.00%
10.5.2630.7000.453.1100	EQUIPMENT \$500 TO \$4999	\$16,000.00	\$1,051.85	\$9,226.35	\$6,773.65	\$2,787.93	\$3,985.72	24.91%
10.5.1322.1000.454.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$18,113.14	(\$18,113.14)	\$0.00	(\$18,113.14)	0.00%
10.5.1322.2110.454.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$226.44	(\$226.44)	\$0.00	(\$226.44)	0.00%
10.5.1322.2140.454.1111	MEDICARE	\$0.00	\$0.00	\$257.26	(\$257.26)	\$0.00	(\$257.26)	0.00%
10.5.2410.3100.454.1020	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$176.09	(\$176.09)	\$0.00	(\$176.09)	0.00%
10.5.2410.3100.454.1100	PROFESSIONAL TECHNICAL SERVICE	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
10.5.1200.3399.454.1100	TRAVEL LOCAL MILEAGE	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
10.5.2570.3400.454.1100	COMMUNICATION-TELEPHONE	\$2,100.00	\$143.36	\$515.12	\$1,584.88	\$0.00	\$1,584.88	75.47%
10.5.1200.4100.454.1100	OFFICE SUPPLIES LESS \$499	\$1,500.00	\$60.00	\$197.68	\$1,302.32	\$0.00	\$1,302.32	86.82%
10.5.2630.7000.454.1100	EQUIPMENT \$500 TO \$4999	\$3,600.00	\$0.00	\$4,112.00	(\$512.00)	\$0.00	(\$512.00)	-14.22%
10.5.2630.3050.455.1100	APPS AND SOFTWARE	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	100.00%
10.5.2540.3104.455.1100	MIS SERVICES	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2540.3210.455.1100	PROPERTY SERVICES-DISPOSAL	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2630.3230.455.1020	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$440.00	(\$440.00)	\$0.00	(\$440.00)	0.00%
10.5.2630.3230.455.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.2570.3250.455.1100	ROOM RENTALS	\$72,000.00	\$5,674.17	\$33,469.15	\$38,530.85	\$0.00	\$38,530.85	53.52%
10.5.2570.3251.455.1100	COPIER RENTAL	\$0.00	\$249.10	\$1,005.77	(\$1,005.77)	\$0.00	(\$1,005.77)	0.00%
10.5.2550.3310.455.1100	PUPIL TRANSPORTATION	\$4,000.00	\$2,122.12	\$2,611.84	\$1,388.16	\$0.00	\$1,388.16	34.70%
10.5.2210.3325.455.1020	CONFERENCE REGISTRATION	\$0.00	\$0.00	\$200.00	(\$200.00)	\$0.00	(\$200.00)	0.00%
10.5.1200.3399.455.1100	TRAVEL LOCAL MILEAGE	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2540.3400.455.1100	COMMUNICATION-TELEPHONE	\$500.00	\$178.07	\$421.17	\$78.83	\$0.00	\$78.83	15.77%
10.5.2540.3401.455.1100	COMMUNICATION-POSTAGE	\$500.00	\$0.00	\$413.83	\$86.17	\$0.00	\$86.17	17.23%
10.5.2540.3700.455.1100	PROPERTY SERVICES-WATER SERVIC	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.1200.4100.455.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$729.02	(\$729.02)	\$0.00	(\$729.02)	0.00%
10.5.1200.4100.455.1100	OFFICE SUPPLIES LESS \$499	\$6,000.00	\$86.97	\$1,087.64	\$4,912.36	\$0.00	\$4,912.36	81.87%
10.5.2630.4100.455.1100	OFFICE SUPPLIES LESS \$499	\$3,500.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00	100.00%
10.5.1200.4104.455.1100	INK	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.5.1200.4105.455.1100	STUDENT INCENTIVES	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.1200.4118.455.1100	CURRICULUM	\$3,000.00	\$391.51	\$1,572.56	\$1,427.44	\$0.00	\$1,427.44	47.58%
10.5.1200.6400.455.1100	DUES AND FEES	\$2,200.00	\$0.00	\$1,400.00	\$800.00	\$0.00	\$800.00	36.36%
10.5.2630.7000.455.1100	EQUIPMENT \$500 TO \$4999	\$6,000.00	\$0.00	\$7,914.74	(\$1,914.74)	\$0.00	(\$1,914.74)	-31.91%
10.5.1400.1100.459.6220	SALARIES, NON CERTIFIED STAFF	\$0.00	\$2,730.36	\$6,194.65	(\$6,194.65)	\$24,573.20	(\$30,767.85)	0.00%
10.5.1400.2120.459.6220	MUNICIPAL RETIREMENT	\$0.00	\$21.84	\$47.12	(\$47.12)	\$10.92	(\$58.04)	0.00%
10.5.1400.2130.459.6220	FICA	\$0.00	\$156.50	\$352.11	(\$352.11)	\$78.25	(\$430.36)	0.00%
10.5.1400.2140.459.6220	MEDICARE	\$0.00	\$36.60	\$82.35	(\$82.35)	\$18.30	(\$100.65)	0.00%
10.5.1400.2210.459.6220	LIFE INSURANCE	\$0.00	\$3.22	\$8.05	(\$8.05)	\$1.61	(\$9.66)	0.00%
10.5.1400.2220.459.6220	MEDICAL INSURANCE	\$0.00	\$720.88	\$1,802.20	(\$1,802.20)	\$360.44	(\$2,162.64)	0.00%
10.5.1400.2230.459.6220	DENTAL INSURANCE	\$0.00	\$46.52	\$116.30	(\$116.30)	\$23.26	(\$139.56)	0.00%
10.5.1400.3230.459.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2570.3251.459.1100	COPIER RENTAL	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.1400.3310.459.1100	PUPIL TRANSPORTATION	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.1400.4100.459.1100	OFFICE SUPPLIES LESS \$499	\$4,000.00	58	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100.00%

LaGrange Area Dept. of Special Education

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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1400.4100.459.6100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	(\$1,000.00)	\$1,000.00	\$0.00	\$1,000.00	0.00%
10.5.1400.7000.459.1100	EQUIPMENT \$500 TO \$4999	\$7,600.00	\$0.00	\$2,996.99	\$4,603.01	\$0.00	\$4,603.01	60.57%
10.5.1400.7000.459.6220	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$3,968.50	(\$3,968.50)	\$0.00	(\$3,968.50)	0.00%
10.5.2110.1000.470.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$330.00	(\$330.00)	\$0.00	(\$330.00)	0.00%
10.5.2140.1000.470.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$330.00	(\$330.00)	\$0.00	(\$330.00)	0.00%
10.5.2140.1000.470.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$4,344.00	(\$4,344.00)	\$0.00	(\$4,344.00)	0.00%
10.5.2150.1000.470.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$2,670.00	(\$2,670.00)	\$0.00	(\$2,670.00)	0.00%
10.5.2410.1000.470.1110	SALARIES, CERTIFIED STAFF	\$170,000.00	\$0.00	\$0.00	\$170,000.00	\$0.00	\$170,000.00	100.00%
10.5.1200.1005.470.1110	STIPENDS-CERTIFIED	\$21,000.00	\$0.00	\$0.00	\$21,000.00	\$0.00	\$21,000.00	100.00%
10.5.1200.1100.470.1110	SALARIES, NON CERTIFIED STAFF	\$105,000.00	\$0.00	\$0.00	\$105,000.00	\$0.00	\$105,000.00	100.00%
10.5.2130.1100.470.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$4,500.00	(\$4,500.00)	\$0.00	(\$4,500.00)	0.00%
10.5.2131.1100.470.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$2,110.00	(\$2,110.00)	\$0.00	(\$2,110.00)	0.00%
10.5.2132.1100.470.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$1,160.00	(\$1,160.00)	\$0.00	(\$1,160.00)	0.00%
10.5.2540.1100.470.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$45.00	(\$45.00)	\$0.00	(\$45.00)	0.00%
10.5.2610.1100.470.1110	SALARIES, NON CERTIFIED STAFF	\$7,000.00	\$0.00	\$0.00	\$7,000.00	\$0.00	\$7,000.00	100.00%
10.5.1200.2110.470.1110	TEACHER'S RETIREMENT (TRS)	\$275.00	\$0.00	\$0.00	\$275.00	\$0.00	\$275.00	100.00%
10.5.2110.2110.470.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$4.12	(\$4.12)	\$0.00	(\$4.12)	0.00%
10.5.2140.2110.470.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$4.12	(\$4.12)	\$0.00	(\$4.12)	0.00%
10.5.2140.2110.470.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$54.31	(\$54.31)	\$0.00	(\$54.31)	0.00%
10.5.2150.2110.470.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$33.38	(\$33.38)	\$0.00	(\$33.38)	0.00%
10.5.2410.2110.470.1110	TEACHER'S RETIREMENT (TRS)	\$27,000.00	\$0.00	\$0.00	\$27,000.00	\$0.00	\$27,000.00	100.00%
10.5.1200.2120.470.1110	MUNICIPAL RETIREMENT	\$27,000.00	\$0.00	\$0.00	\$27,000.00	\$0.00	\$27,000.00	100.00%
10.5.2130.2120.470.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$101.25	(\$101.25)	\$0.00	(\$101.25)	0.00%
10.5.2131.2120.470.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$39.12	(\$39.12)	\$0.00	(\$39.12)	0.00%
10.5.2132.2120.470.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$26.10	(\$26.10)	\$0.00	(\$26.10)	0.00%
10.5.2540.2120.470.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$1.01	(\$1.01)	\$0.00	(\$1.01)	0.00%
10.5.2610.2120.470.1110	MUNICIPAL RETIREMENT	\$900.00	\$0.00	\$0.00	\$900.00	\$0.00	\$900.00	100.00%
10.5.1200.2130.470.1110	FICA	\$105.00	\$0.00	\$0.00	\$105.00	\$0.00	\$105.00	100.00%
10.5.2130.2130.470.1111	FICA	\$0.00	\$0.00	\$279.00	(\$279.00)	\$0.00	(\$279.00)	0.00%
10.5.2131.2130.470.1111	FICA	\$0.00	\$0.00	\$130.15	(\$130.15)	\$0.00	(\$130.15)	0.00%
10.5.2132.2130.470.1111	FICA	\$0.00	\$0.00	\$71.92	(\$71.92)	\$0.00	(\$71.92)	0.00%
10.5.2540.2130.470.1111	FICA	\$0.00	\$0.00	\$2.79	(\$2.79)	\$0.00	(\$2.79)	0.00%
10.5.2610.2130.470.1110	FICA	\$525.00	\$0.00	\$0.00	\$525.00	\$0.00	\$525.00	100.00%
10.5.1200.2140.470.1110	MEDICARE	\$315.00	\$0.00	\$0.00	\$315.00	\$0.00	\$315.00	100.00%
10.5.2110.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$4.79	(\$4.79)	\$0.00	(\$4.79)	0.00%
10.5.2130.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$65.25	(\$65.25)	\$0.00	(\$65.25)	0.00%
10.5.2131.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$30.44	(\$30.44)	\$0.00	(\$30.44)	0.00%
10.5.2132.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$16.82	(\$16.82)	\$0.00	(\$16.82)	0.00%
10.5.2140.2140.470.1100	MEDICARE	\$0.00	\$0.00	\$4.79	(\$4.79)	\$0.00	(\$4.79)	0.00%
10.5.2140.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$62.66	(\$62.66)	\$0.00	(\$62.66)	0.00%
10.5.2150.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$37.24	(\$37.24)	\$0.00	(\$37.24)	0.00%
10.5.2410.2140.470.1110	MEDICARE	\$130.00	\$0.00	\$0.00	\$130.00	\$0.00	\$130.00	100.00%
10.5.2540.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$0.65	(\$0.65)	\$0.00	(\$0.65)	0.00%
10.5.2610.2140.470.1110	MEDICARE	\$140.00	\$0.00	\$0.00	\$140.00	\$0.00	\$140.00	100.00%
10.5.2410.2210.470.1110	LIFE INSURANCE	\$25.00	\$0.00	\$0.00	\$25.00	\$0.00	\$25.00	100.00%
10.5.2610.2210.470.1110	LIFE INSURANCE	\$30.00	\$0.00	\$0.00	\$30.00	\$0.00	\$30.00	100.00%
10.5.2410.2220.470.1110	MEDICAL INSURANCE	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.2610.2220.470.1110	MEDICAL INSURANCE	\$4,500.00	\$0.00	\$0.00	\$4,500.00	\$0.00	\$4,500.00	100.00%
10.5.2410.2230.470.1110	DENTAL INSURANCE	\$210.00	59	\$0.00	\$210.00	\$0.00	\$210.00	100.00%
10.5.2610.2230.470.1110	DENTAL INSURANCE	\$530.00	\$0.00	\$0.00	\$530.00	\$0.00	\$530.00	100.00%

LaGrange Area Dept. of Special Education

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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1200.3250.470.1110	ROOM RENTALS	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.2570.3250.470.1020	ROOM RENTALS	\$0.00	\$305.80	\$59,427.66	(\$59,427.66)	\$0.00	(\$59,427.66)	0.00%
10.5.2570.3250.470.1100	ROOM RENTALS	\$0.00	\$0.00	\$906.00	(\$906.00)	\$0.00	(\$906.00)	0.00%
10.5.2570.3250.470.1110	ROOM RENTALS	\$80,000.00	\$0.00	\$0.00	\$80,000.00	\$0.00	\$80,000.00	100.00%
10.5.1200.3399.470.1110	TRAVEL LOCAL MILEAGE	\$550.00	\$0.00	\$0.00	\$550.00	\$0.00	\$550.00	100.00%
10.5.1200.4100.470.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$13.75	(\$13.75)	\$0.00	(\$13.75)	0.00%
10.5.1200.4100.470.1110	OFFICE SUPPLIES LESS \$499	\$3,000.00	\$0.00	\$1,658.76	\$1,341.24	\$0.00	\$1,341.24	44.71%
10.5.1200.4100.470.1111	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$153.59	(\$153.59)	\$0.00	(\$153.59)	0.00%
10.5.1322.4100.470.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$1,937.42	(\$1,937.42)	\$0.00	(\$1,937.42)	0.00%
10.5.1322.4100.470.1111	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$455.63	(\$455.63)	\$0.00	(\$455.63)	0.00%
10.5.1322.1000.480.1110	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$760.00	(\$760.00)	\$0.00	(\$760.00)	0.00%
10.5.1322.1000.480.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$89,854.00	(\$89,854.00)	\$0.00	(\$89,854.00)	0.00%
10.5.1322.1100.480.1110	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$2,670.00	(\$2,670.00)	\$0.00	(\$2,670.00)	0.00%
10.5.1322.1100.480.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$31,259.50	(\$31,259.50)	\$0.00	(\$31,259.50)	0.00%
10.5.2131.1100.480.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$1,290.00	(\$1,290.00)	\$0.00	(\$1,290.00)	0.00%
10.5.1322.1104.480.1111	AIDE SALARIES	\$0.00	\$0.00	\$106,012.75	(\$106,012.75)	\$0.00	(\$106,012.75)	0.00%
10.5.1322.2110.480.1110	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$9.50	(\$9.50)	\$0.00	(\$9.50)	0.00%
10.5.1322.2110.480.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$881.75	(\$881.75)	\$0.00	(\$881.75)	0.00%
10.5.1322.2120.480.1110	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$53.24	(\$53.24)	\$0.00	(\$53.24)	0.00%
10.5.1322.2120.480.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$1,236.81	(\$1,236.81)	\$0.00	(\$1,236.81)	0.00%
10.5.2131.2120.480.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$29.03	(\$29.03)	\$0.00	(\$29.03)	0.00%
10.5.1322.2130.480.1110	FICA	\$0.00	\$0.00	\$165.54	(\$165.54)	\$0.00	(\$165.54)	0.00%
10.5.1322.2130.480.1111	FICA	\$0.00	\$0.00	\$9,573.16	(\$9,573.16)	\$0.00	(\$9,573.16)	0.00%
10.5.2131.2130.480.1111	FICA	\$0.00	\$0.00	\$79.98	(\$79.98)	\$0.00	(\$79.98)	0.00%
10.5.1322.2140.480.1110	MEDICARE	\$0.00	\$0.00	\$49.74	(\$49.74)	\$0.00	(\$49.74)	0.00%
10.5.1322.2140.480.1111	MEDICARE	\$0.00	\$0.00	\$3,293.35	(\$3,293.35)	\$0.00	(\$3,293.35)	0.00%
10.5.2131.2140.480.1111	MEDICARE	\$0.00	\$0.00	\$18.71	(\$18.71)	\$0.00	(\$18.71)	0.00%
10.5.1322.1100.535.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$472.23	(\$472.23)	\$0.00	(\$472.23)	0.00%
10.5.1322.2120.535.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$10.63	(\$10.63)	\$0.00	(\$10.63)	0.00%
10.5.1322.2130.535.1111	FICA	\$0.00	\$0.00	\$29.28	(\$29.28)	\$0.00	(\$29.28)	0.00%
10.5.1322.2140.535.1111	MEDICARE	\$0.00	\$0.00	\$6.85	(\$6.85)	\$0.00	(\$6.85)	0.00%
10.5.1207.1100.542.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$100.00	(\$100.00)	\$0.00	(\$100.00)	0.00%
10.5.1207.2120.542.1100	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$0.73	(\$0.73)	\$0.00	(\$0.73)	0.00%
10.5.1207.2130.542.1100	FICA	\$0.00	\$0.00	\$5.66	(\$5.66)	\$0.00	(\$5.66)	0.00%
10.5.1207.2140.542.1100	MEDICARE	\$0.00	\$0.00	\$1.32	(\$1.32)	\$0.00	(\$1.32)	0.00%
10.5.1207.3100.542.1020	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$892.25	(\$892.25)	\$0.00	(\$892.25)	0.00%
10.5.1207.3100.542.1100	PROFESSIONAL TECHNICAL SERVICE	\$30,000.00	\$9,353.37	\$2,711.98	\$27,288.02	\$0.00	\$27,288.02	90.96%
10.5.1207.3102.542.1100	ADMINSTRATIVE FEES/BUILDING	\$35,000.00	\$2,445.00	\$12,225.00	\$22,775.00	\$0.00	\$22,775.00	65.07%
10.5.1207.3120.542.1100	INSERVICE TRAINING-CONSULTANTS	\$1,350.00	\$0.00	\$0.00	\$1,350.00	\$0.00	\$1,350.00	100.00%
10.5.1207.3230.542.1100	REPAIRS AND MAINTENANCE SERVIC	\$3,000.00	\$0.00	\$194.14	\$2,805.86	\$0.00	\$2,805.86	93.53%
10.5.1207.3250.542.1100	ROOM RENTALS	\$570,000.00	\$0.00	\$0.00	\$570,000.00	\$0.00	\$570,000.00	100.00%
10.5.2570.3251.542.1100	COPIER RENTAL	\$2,500.00	\$53.40	\$157.18	\$2,342.82	\$0.00	\$2,342.82	93.71%
10.5.2550.3310.542.1020	PUPIL TRANSPORTATION	\$0.00	\$0.00	\$1,162.48	(\$1,162.48)	\$0.00	(\$1,162.48)	0.00%
10.5.2550.3310.542.1100	PUPIL TRANSPORTATION	\$20,000.00	\$934.38	\$2,558.83	\$17,441.17	\$0.00	\$17,441.17	87.21%
10.5.1207.3322.542.1100	EXPENSE REIMBURSEMENT	\$450.00	\$0.00	\$0.00	\$450.00	\$0.00	\$450.00	100.00%
10.5.1207.3325.542.1100	CONFERENCE REGISTRATION	\$1,150.00	\$0.00	\$130.00	\$1,020.00	\$0.00	\$1,020.00	88.70%
10.5.1207.3395.542.1100	CONFERENCE EXPENSE	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.1207.3399.542.1100	TRAVEL LOCAL MILEAGE	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2570.3400.542.1100	COMMUNICATION-TELEPHONE	\$3,500.00	\$238.94	\$858.55	\$2,641.45	\$0.00	\$2,641.45	75.47%
10.5.1207.3900.542.1100	SOFTWARE LICENSES	\$4,500.00	60 \$5,872.50	\$5,922.50	(\$1,422.50)	\$0.00	(\$1,422.50)	-31.61%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 11/1/2024

To Date: 11/30/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1207.4100.542.1100	OFFICE SUPPLIES LESS \$499	\$3,000.00	\$54.99	\$3,001.15	(\$1.15)	\$0.00	(\$1.15)	-0.04%
10.5.2630.4100.542.1100	OFFICE SUPPLIES LESS \$499	\$8,000.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$8,000.00	100.00%
10.5.1207.4101.542.1020	SUPPLIES-MEETINGS	\$0.00	\$0.00	\$206.38	(\$206.38)	\$0.00	(\$206.38)	0.00%
10.5.1207.4101.542.1100	Supplies (DHH community based	\$0.00	\$459.06	\$726.98	(\$726.98)	\$0.00	(\$726.98)	0.00%
10.5.1207.4118.542.1100	CURRICULUM	\$800.00	\$0.00	\$359.00	\$441.00	\$0.00	\$441.00	55.13%
10.5.1207.6400.542.1100	DUES AND FEES	\$12,000.00	(\$5,567.73)	\$0.00	\$12,000.00	\$0.00	\$12,000.00	100.00%
10.5.1207.7000.542.1100	EQUIPMENT \$500 TO \$4999	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	100.00%
10.5.2630.7000.542.1100	EQUIPMENT \$500 TO \$4999	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$228.94	\$1,771.06	88.55%
10.5.1207.1000.571.1110	SALARIES, CERTIFIED STAFF	\$17,000.00	\$0.00	\$0.00	\$17,000.00	\$0.00	\$17,000.00	100.00%
10.5.1322.1000.571.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$1,600.00	(\$1,600.00)	\$0.00	(\$1,600.00)	0.00%
10.5.1322.1100.571.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$289.00	(\$289.00)	\$0.00	(\$289.00)	0.00%
10.5.1207.1104.571.1110	AIDE SALARIES	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.1322.1104.571.1111	AIDE SALARIES	\$0.00	\$0.00	\$2,155.18	(\$2,155.18)	\$0.00	(\$2,155.18)	0.00%
10.5.1207.2110.571.1110	TEACHER'S RETIREMENT (TRS)	\$234.00	\$0.00	\$0.00	\$234.00	\$0.00	\$234.00	100.00%
10.5.1322.2110.571.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$20.00	(\$20.00)	\$0.00	(\$20.00)	0.00%
10.5.1207.2120.571.1110	MUNICIPAL RETIREMENT	\$333.00	\$0.00	\$0.00	\$333.00	\$0.00	\$333.00	100.00%
10.5.1322.2120.571.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$48.49	(\$48.49)	\$0.00	(\$48.49)	0.00%
10.5.1207.2130.571.1110	FICA	\$188.00	\$0.00	\$0.00	\$188.00	\$0.00	\$188.00	100.00%
10.5.1322.2130.571.1111	FICA	\$0.00	\$0.00	\$151.55	(\$151.55)	\$0.00	(\$151.55)	0.00%
10.5.1207.2140.571.1110	MEDICARE	\$286.00	\$0.00	\$0.00	\$286.00	\$0.00	\$286.00	100.00%
10.5.1322.2140.571.1111	MEDICARE	\$0.00	\$0.00	\$58.64	(\$58.64)	\$0.00	(\$58.64)	0.00%
10.5.1207.2210.571.1110	LIFE INSURANCE	\$14.00	\$0.00	\$0.00	\$14.00	\$0.00	\$14.00	100.00%
10.5.1207.2220.571.1110	MEDICAL INSURANCE	\$3,691.00	\$0.00	\$0.00	\$3,691.00	\$0.00	\$3,691.00	100.00%
10.5.1207.2230.571.1110	DENTAL INSURANCE	\$154.00	\$0.00	\$0.00	\$154.00	\$0.00	\$154.00	100.00%
10.5.1207.3399.571.1110	TRAVEL LOCAL MILEAGE	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
10.5.1207.4100.571.1110	OFFICE SUPPLIES LESS \$499	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
10.5.1207.4101.571.1020	SUPPLIES-MEETINGS	\$0.00	\$0.00	\$888.90	(\$888.90)	\$0.00	(\$888.90)	0.00%
10.5.3705.3050.704.2100	APPS AND SOFTWARE	\$0.00	\$0.00	\$11,330.28	(\$11,330.28)	\$0.00	(\$11,330.28)	0.00%
10.5.3705.3100.704.2100	PROFESSIONAL TECHNICAL SERVICE	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.3000.3120.704.2100	INSERVICE TRAINING-CONSULTANTS	\$0.00	\$0.00	(\$207.05)	\$207.05	\$0.00	\$207.05	0.00%
10.5.3705.4100.704.2100	OFFICE SUPPLIES LESS \$499	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	100.00%
10.5.3705.6600.704.2100	FLOW THOUGH	\$566,000.00	\$13,060.00	\$37,560.00	\$528,440.00	\$0.00	\$528,440.00	93.36%
10.5.2510.4100.900.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$64.48	(\$64.48)	\$0.00	(\$64.48)	0.00%
10.5.2210.4300.900.1100	LIBRARY BOOKS	\$0.00	\$0.00	\$75.00	(\$75.00)	\$0.00	(\$75.00)	0.00%
10.5.2210.1005.901.1100	STIPENDS-CERTIFIED	\$25,000.00	\$2,166.00	\$5,630.00	\$19,370.00	\$0.00	\$19,370.00	77.48%
10.5.2210.1105.901.1100	STIPENDS- NON CERTIFIED	\$0.00	\$607.00	\$607.00	(\$607.00)	\$0.00	(\$607.00)	0.00%
10.5.2210.2110.901.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$27.07	\$95.64	(\$95.64)	\$0.00	(\$95.64)	0.00%
10.5.2210.2110.901.4993	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$151.54	(\$151.54)	\$0.00	(\$151.54)	0.00%
10.5.2210.2120.901.1100	MUNICIPAL RETIREMENT	\$0.00	\$4.86	\$4.86	(\$4.86)	\$0.00	(\$4.86)	0.00%
10.5.2210.2120.901.4993	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$7.01	(\$7.01)	\$0.00	(\$7.01)	0.00%
10.5.2210.2130.901.1100	FICA	\$0.00	\$36.46	\$110.86	(\$110.86)	\$0.00	(\$110.86)	0.00%
10.5.2210.2130.901.4993	FICA	\$0.00	\$0.00	\$59.52	(\$59.52)	\$0.00	(\$59.52)	0.00%
10.5.2130.2140.901.1100	MEDICARE	\$0.00	\$0.00	\$0.56	(\$0.56)	\$0.00	(\$0.56)	0.00%
10.5.2210.2140.901.1100	MEDICARE	\$0.00	\$46.40	\$170.31	(\$170.31)	\$0.00	(\$170.31)	0.00%
10.5.2210.2140.901.4993	MEDICARE	\$0.00	\$0.00	\$185.66	(\$185.66)	\$0.00	(\$185.66)	0.00%
10.5.2410.2240.901.1100	LONGTERM CARE	\$0.00	\$0.00	\$898.23	(\$898.23)	\$0.00	(\$898.23)	0.00%
10.5.2210.2300.901.1100	TUITION REIMBURSEMENT	\$20,000.00	\$0.00	\$4,600.00	\$15,400.00	\$0.00	\$15,400.00	77.00%
10.5.2210.3050.901.1020	APPS AND SOFTWARE	\$0.00	\$0.00	\$100.00	(\$100.00)	\$0.00	(\$100.00)	0.00%
10.5.2210.3050.901.1100	APPS AND SOFTWARE	\$0.00	\$0.00	\$50.00	(\$50.00)	\$0.00	(\$50.00)	0.00%
10.5.2630.3050.901.1020	APPS AND SOFTWARE	\$0.00	\$0.00	\$79.17	(\$79.17)	\$0.00	(\$79.17)	0.00%

61

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 11/1/2024

To Date: 11/30/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2630.3050.901.1100	APPS AND SOFTWARE	\$13,000.00	\$3,369.69	\$11,329.37	\$1,670.63	\$2,706.69	(\$1,036.06)	-7.97%
10.5.2215.3099.901.1100	INFINITEC FLOW-FEE	\$10,800.00	\$0.00	\$11,486.46	(\$686.46)	\$0.00	(\$686.46)	-6.36%
10.5.2210.3100.901.1020	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$1,549.50	(\$1,549.50)	\$0.00	(\$1,549.50)	0.00%
10.5.2210.3100.901.1100	PROFESSIONAL TECHNICAL SERVICE	\$9,000.00	\$0.00	\$2,250.04	\$6,749.96	\$0.00	\$6,749.96	75.00%
10.5.2320.3100.901.1100	PROFESSIONAL TECHNICAL SERVICE	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	100.00%
10.5.2610.3100.901.1020	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$23,817.11	(\$23,817.11)	\$0.00	(\$23,817.11)	0.00%
10.5.2320.3101.901.1020	ADMINISTRATIVE FEES	\$0.00	\$0.00	\$44,021.07	(\$44,021.07)	\$0.00	(\$44,021.07)	0.00%
10.5.2320.3101.901.1100	ADMINISTRATIVE FEES	\$12,000.00	\$0.00	\$15,172.77	(\$3,172.77)	\$0.00	(\$3,172.77)	-26.44%
10.5.2510.3101.901.1020	ADMINISTRATIVE FEES	\$0.00	\$0.00	\$18.40	(\$18.40)	\$0.00	(\$18.40)	0.00%
10.5.2510.3101.901.1100	ADMINISTRATIVE FEES	\$0.00	\$15.20	\$286.30	(\$286.30)	\$0.00	(\$286.30)	0.00%
10.5.2630.3104.901.1100	MIS SERVICES	\$5,500.00	\$0.00	\$2,425.88	\$3,074.12	\$0.00	\$3,074.12	55.89%
10.5.2510.3107.901.1100	CONTRACTUAL SERVICES	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	0.00%
10.5.2540.3107.901.1100	CONTRACTUAL SERVICES	\$6,500.00	\$0.00	\$0.00	\$6,500.00	\$0.00	\$6,500.00	100.00%
10.5.2210.3120.901.1100	INSERVICE TRAINING-CONSULTANTS	\$35,000.00	\$701.24	\$17,551.27	\$17,448.73	\$0.00	\$17,448.73	49.85%
10.5.2210.3120.901.4993	INSERVICE TRAINING-CONSULTANTS	\$0.00	\$0.00	\$14,044.00	(\$14,044.00)	\$0.00	(\$14,044.00)	0.00%
10.5.2320.3170.901.1100	AUDIT FEE-FINANCIAL	\$15,000.00	\$0.00	\$5,200.00	\$9,800.00	\$0.00	\$9,800.00	65.33%
10.5.2320.3172.901.1100	TREASURER'S FEE	\$21,600.00	\$0.00	\$0.00	\$21,600.00	\$0.00	\$21,600.00	100.00%
10.5.2320.3180.901.1100	LEGAL FEE-CONTRACTUAL	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
10.5.2320.3194.901.1100	ARCHITECT FEES	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.2540.3196.901.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$124.34	(\$124.34)	\$0.00	(\$124.34)	0.00%
10.5.2540.3210.901.1100	PROPERTY SERVICES-DISPOSAL	\$25,000.00	\$620.55	\$7,145.25	\$17,854.75	\$0.00	\$17,854.75	71.42%
10.5.2540.3220.901.1100	CUSTODIAL/CLEANING SERVICES	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.5.2215.3230.901.1100	REPAIRS AND MAINTENANCE SERVIC	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.2540.3230.901.1020	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$2,353.95	(\$2,353.95)	\$0.00	(\$2,353.95)	0.00%
10.5.2540.3230.901.1100	REPAIRS AND MAINTENANCE SERVIC	\$30,000.00	\$1,089.99	\$16,741.32	\$13,258.68	\$0.00	\$13,258.68	44.20%
10.5.2630.3230.901.1020	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$91.40	(\$91.40)	\$0.00	(\$91.40)	0.00%
10.5.2630.3230.901.1100	REPAIRS AND MAINTENANCE SERVIC	\$2,000.00	\$0.00	\$99.99	\$1,900.01	\$0.00	\$1,900.01	95.00%
10.5.2210.3250.901.1100	ROOM RENTALS	\$10,500.00	\$0.00	\$5,522.70	\$4,977.30	\$0.00	\$4,977.30	47.40%
10.5.2215.3251.901.1100	COPIER RENTAL	\$148.00	\$0.00	\$0.00	\$148.00	\$0.00	\$148.00	100.00%
10.5.2570.3251.901.1100	COPIER RENTAL	\$5,000.00	\$239.16	\$963.65	\$4,036.35	\$0.00	\$4,036.35	80.73%
10.5.2210.3322.901.1100	EXPENSE REIMBURSEMENT	\$15,550.00	\$112.48	\$4,298.51	\$11,251.49	\$0.00	\$11,251.49	72.36%
10.5.2320.3322.901.1100	EXPENSE REIMBURSEMENT	\$50.00	\$0.00	\$0.00	\$50.00	\$0.00	\$50.00	100.00%
10.5.2210.3325.901.1020	CONFERENCE REGISTRATION	\$0.00	\$0.00	\$209.00	(\$209.00)	\$0.00	(\$209.00)	0.00%
10.5.2210.3325.901.1100	CONFERENCE REGISTRATION	\$75,000.00	\$9,360.00	\$35,110.90	\$39,889.10	\$0.00	\$39,889.10	53.19%
10.5.2210.3325.901.4993	CONFERENCE REGISTRATION	\$0.00	\$0.00	\$4,405.99	(\$4,405.99)	\$0.00	(\$4,405.99)	0.00%
10.5.2210.3395.901.1020	CONFERENCE EXPENSE	\$0.00	\$0.00	\$1,944.68	(\$1,944.68)	\$0.00	(\$1,944.68)	0.00%
10.5.2210.3395.901.1100	CONFERENCE EXPENSE	\$46,200.00	\$59.02	\$3,887.43	\$42,312.57	\$0.00	\$42,312.57	91.59%
10.5.1200.3399.901.1100	TRAVEL LOCAL MILEAGE	\$1,070.00	\$0.00	\$0.00	\$1,070.00	\$0.00	\$1,070.00	100.00%
10.5.2210.3399.901.1100	TRAVEL LOCAL MILEAGE	\$500.00	\$300.28	\$591.41	(\$91.41)	\$0.00	(\$91.41)	-18.28%
10.5.2215.3399.901.1100	TRAVEL LOCAL MILEAGE	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2320.3399.901.1100	TRAVEL LOCAL MILEAGE	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.2510.3399.901.1100	TRAVEL LOCAL MILEAGE	\$400.00	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00	100.00%
10.5.2630.3399.901.1020	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$31.34	(\$31.34)	\$0.00	(\$31.34)	0.00%
10.5.2630.3399.901.1100	TRAVEL LOCAL MILEAGE	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2130.3400.901.1100	COMMUNICATION-TELEPHONE	\$0.00	\$0.00	\$38.32	(\$38.32)	\$0.00	(\$38.32)	0.00%
10.5.2570.3400.901.1100	COMMUNICATION-TELEPHONE	\$7,000.00	\$477.90	\$1,550.02	\$5,449.98	\$0.00	\$5,449.98	77.86%
10.5.2630.3400.901.1020	COMMUNICATION-TELEPHONE	\$0.00	\$0.00	\$687.84	(\$687.84)	\$0.00	(\$687.84)	0.00%
10.5.2630.3400.901.1100	COMMUNICATION-TELEPHONE	\$1,600.00	\$109.35	\$392.54	\$1,207.46	\$0.00	\$1,207.46	75.47%
10.5.2570.3401.901.1100	COMMUNICATION-POSTAGE	\$500.00	\$0.00	\$778.83	(\$278.83)	\$0.00	(\$278.83)	-55.77%
10.5.2630.3502.901.1020	RECRUITING ADDS	\$0.00	62 \$0.00	\$114.52	(\$114.52)	\$0.00	(\$114.52)	0.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 11/1/2024

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Fiscal Year: 2024-2025

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
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 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2640.3502.901.1020	RECRUITING ADDS	\$0.00	\$0.00	\$720.50	(\$720.50)	\$0.00	(\$720.50)	0.00%
10.5.2640.3502.901.1100	RECRUITING ADDS	\$3,000.00	\$0.00	\$443.73	\$2,556.27	\$0.00	\$2,556.27	85.21%
10.5.2540.3700.901.1100	PROPERTY SERVICES-WATER SERVIC	\$2,000.00	\$0.00	\$813.16	\$1,186.84	\$0.00	\$1,186.84	59.34%
10.5.2640.3801.901.1100	UNEMPLOYMENT SERVICE	\$0.00	\$0.00	\$210.00	(\$210.00)	\$0.00	(\$210.00)	0.00%
10.5.2540.3820.901.1100	SCHOOL BOARD LIABILITY	\$23,500.00	\$0.00	\$0.00	\$23,500.00	\$0.00	\$23,500.00	100.00%
10.5.2320.3822.901.1100	INSURANCE	\$127,000.00	\$0.00	\$149,562.00	(\$22,562.00)	\$0.00	(\$22,562.00)	-17.77%
10.5.2210.4100.901.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$1,211.78	(\$1,211.78)	\$0.00	(\$1,211.78)	0.00%
10.5.2210.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$10,000.00	\$167.40	\$409.13	\$9,590.87	\$45.98	\$9,544.89	95.45%
10.5.2215.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$3,200.00	\$0.00	\$265.25	\$2,934.75	\$261.95	\$2,672.80	83.53%
10.5.2320.4100.901.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$61.76	(\$61.76)	\$0.00	(\$61.76)	0.00%
10.5.2320.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2510.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$1,000.00	\$261.32	\$1,546.17	(\$546.17)	\$0.00	(\$546.17)	-54.62%
10.5.2520.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$15,595.97	\$25,401.75	(\$25,401.75)	\$0.00	(\$25,401.75)	0.00%
10.5.2540.4100.901.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	(\$17,826.34)	\$17,826.34	\$0.00	\$17,826.34	0.00%
10.5.2540.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$20,000.00	\$468.42	\$18,459.87	\$1,540.13	\$0.00	\$1,540.13	7.70%
10.5.2630.4100.901.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$30.65	(\$30.65)	\$0.00	(\$30.65)	0.00%
10.5.2630.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$400.00	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00	100.00%
10.5.2210.4300.901.1020	LIBRARY BOOKS	\$0.00	\$0.00	\$44.00	(\$44.00)	\$0.00	(\$44.00)	0.00%
10.5.2210.4300.901.1100	LIBRARY BOOKS	\$3,750.00	\$28.73	\$165.14	\$3,584.86	\$137.42	\$3,447.44	91.93%
10.5.2540.4600.901.1100	ELECTRICITY	\$34,206.26	\$3,133.10	\$9,552.96	\$24,653.30	\$0.00	\$24,653.30	72.07%
10.5.2215.4700.901.1100	SYSTEMS SOFTWARE	\$2,000.00	\$0.00	\$2,099.88	(\$99.88)	\$375.07	(\$474.95)	-23.75%
10.5.2540.5400.901.1100	EQUIPMENT OVER \$5,000	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00	100.00%
10.5.2210.6400.901.1020	DUES AND FEES	\$0.00	\$0.00	\$230.00	(\$230.00)	\$0.00	(\$230.00)	0.00%
10.5.2210.6400.901.1100	DUES AND FEES	\$10,409.00	\$0.00	\$835.00	\$9,574.00	\$0.00	\$9,574.00	91.98%
10.5.2320.6400.901.1100	DUES AND FEES	\$1,800.00	\$0.00	\$2,400.00	(\$600.00)	\$0.00	(\$600.00)	-33.33%
10.5.2215.7000.901.1100	EQUIPMENT \$500 TO \$4999	\$2,400.00	\$0.00	\$5,781.10	(\$3,381.10)	\$0.00	(\$3,381.10)	-140.88%
10.5.2510.7000.901.1100	EQUIPMENT \$500 TO \$4999	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2540.7000.901.1100	EQUIPMENT \$500 TO \$4999	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	100.00%
10.5.2630.7000.901.1100	EQUIPMENT \$500 TO \$4999	\$5,000.00	\$1,599.00	\$1,727.00	\$3,273.00	\$0.00	\$3,273.00	65.46%
10.5.1200.2130.902.1100	FICA	\$0.00	\$0.14	\$0.56	(\$0.56)	\$0.07	(\$0.63)	0.00%
10.5.1200.2130.902.6100	FICA	\$0.00	\$0.12	\$0.52	(\$0.52)	\$0.06	(\$0.58)	0.00%
10.5.1200.2140.902.1100	MEDICARE	\$0.00	\$0.04	\$0.16	(\$0.16)	\$0.02	(\$0.18)	0.00%
10.5.1200.2140.902.6100	MEDICARE	\$0.00	\$0.02	\$0.12	(\$0.12)	\$0.01	(\$0.13)	0.00%
10.5.2130.2140.902.1100	MEDICARE	\$0.00	\$0.00	\$0.56	(\$0.56)	\$0.00	(\$0.56)	0.00%
10.5.2410.2240.902.1100	LONGTERM CARE	\$0.00	\$0.00	\$3,592.96	(\$3,592.96)	\$0.00	(\$3,592.96)	0.00%
10.5.2630.3050.902.1020	APPS AND SOFTWARE	\$0.00	\$0.00	\$60.77	(\$60.77)	\$0.00	(\$60.77)	0.00%
10.5.2630.3050.902.1100	APPS AND SOFTWARE	\$38,000.00	\$3,778.76	\$18,764.49	\$19,235.51	\$12,480.00	\$6,755.51	17.78%
10.5.2215.3099.902.1100	INFINITEC FLOW-FEE	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	0.00%
10.5.1400.3100.902.1100	PROFESSIONAL TECHNICAL SERVICE	\$600.00	\$0.00	\$0.00	\$600.00	\$0.00	\$600.00	100.00%
10.5.1400.3100.902.6100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$640.00	\$640.00	(\$640.00)	\$0.00	(\$640.00)	0.00%
10.5.2210.3100.902.1100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$900.00	(\$900.00)	\$0.00	(\$900.00)	0.00%
10.5.2320.3100.902.1100	PROFESSIONAL TECHNICAL SERVICE	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	100.00%
10.5.2320.3101.902.1020	ADMINSTRATIVE FEES	\$0.00	\$0.00	\$11,005.27	(\$11,005.27)	\$0.00	(\$11,005.27)	0.00%
10.5.2320.3101.902.1100	ADMINSTRATIVE FEES	\$46,000.00	\$0.00	\$42,476.29	\$3,523.71	\$0.00	\$3,523.71	7.66%
10.5.2510.3101.902.1020	ADMINSTRATIVE FEES	\$0.00	\$0.00	\$4.60	(\$4.60)	\$0.00	(\$4.60)	0.00%
10.5.2510.3101.902.1100	ADMINSTRATIVE FEES	\$0.00	\$3.80	\$54.10	(\$54.10)	\$0.00	(\$54.10)	0.00%
10.5.2630.3104.902.1100	MIS SERVICES	\$10,000.00	\$4,792.13	\$5,942.13	\$4,057.87	\$0.00	\$4,057.87	40.58%
10.5.2510.3107.902.1100	CONTRACTUAL SERVICES	\$800.00	\$0.00	\$550.00	\$250.00	\$0.00	\$250.00	31.25%
10.5.2640.3107.902.1100	CONTRACTUAL SERVICES	\$2,400.00	\$100.00	\$4,634.00	(\$2,234.00)	\$0.00	(\$2,234.00)	-93.08%
10.5.2630.3161.902.1100	COMPUTER LINE	\$2,000.00	63 \$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%

LaGrange Area Dept. of Special Education

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10.5.2320.3170.902.1100	AUDIT FEE-FINANCIAL	\$29,000.00	\$0.00	\$20,800.00	\$8,200.00	\$0.00	\$8,200.00	28.28%
10.5.2320.3172.902.1100	TREASURER'S FEE	\$90,000.00	\$0.00	\$0.00	\$90,000.00	\$0.00	\$90,000.00	100.00%
10.5.2320.3180.902.1100	LEGAL FEE-CONTRACTUAL	\$12,000.00	\$179.50	\$1,030.00	\$10,970.00	\$0.00	\$10,970.00	91.42%
10.5.1400.3230.902.1100	REPAIRS AND MAINTENANCE SERVIC	\$25.00	\$0.00	\$0.00	\$25.00	\$0.00	\$25.00	100.00%
10.5.1400.3230.902.6110	REPAIRS AND MAINTENANCE SERVIC	\$15.00	\$0.00	\$0.00	\$15.00	\$0.00	\$15.00	100.00%
10.5.1400.3230.902.6111	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$1.95	(\$1.95)	\$0.00	(\$1.95)	0.00%
10.5.2215.3230.902.1100	REPAIRS AND MAINTENANCE SERVIC	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
10.5.2630.3230.902.1020	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$365.60	(\$365.60)	\$0.00	(\$365.60)	0.00%
10.5.2630.3230.902.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,600.00	\$0.00	\$0.00	\$1,600.00	\$0.00	\$1,600.00	100.00%
10.5.2215.3251.902.1100	COPIER RENTAL	\$19.00	\$0.00	\$0.00	\$19.00	\$0.00	\$19.00	100.00%
10.5.2570.3251.902.1100	COPIER RENTAL	\$13,000.00	\$544.24	\$3,037.40	\$9,962.60	\$0.00	\$9,962.60	76.64%
10.5.2320.3322.902.1100	EXPENSE REIMBURSEMENT	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.1200.3399.902.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$2.34	\$9.36	(\$9.36)	\$17.55	(\$26.91)	0.00%
10.5.1200.3399.902.6100	TRAVEL LOCAL MILEAGE	\$0.00	\$2.34	\$9.36	(\$9.36)	\$17.55	(\$26.91)	0.00%
10.5.1400.3399.902.1100	TRAVEL LOCAL MILEAGE	\$125.00	\$0.00	\$0.00	\$125.00	\$0.00	\$125.00	100.00%
10.5.2215.3399.902.1100	TRAVEL LOCAL MILEAGE	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
10.5.2320.3399.902.1100	TRAVEL LOCAL MILEAGE	\$3,200.00	\$0.00	\$0.00	\$3,200.00	\$0.00	\$3,200.00	100.00%
10.5.2510.3399.902.1100	TRAVEL LOCAL MILEAGE	\$1,600.00	\$0.00	\$0.00	\$1,600.00	\$0.00	\$1,600.00	100.00%
10.5.2630.3399.902.1020	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$15.43	(\$15.43)	\$0.00	(\$15.43)	0.00%
10.5.1400.3400.902.6110	COMMUNICATION-TELEPHONE	\$110.00	\$7.51	\$26.99	\$83.01	\$0.00	\$83.01	75.46%
10.5.2130.3400.902.1100	COMMUNICATION-TELEPHONE	\$0.00	\$0.00	\$38.32	(\$38.32)	\$0.00	(\$38.32)	0.00%
10.5.2215.3400.902.1100	COMMUNICATION-TELEPHONE	\$125.00	\$8.54	\$30.67	\$94.33	\$0.00	\$94.33	75.46%
10.5.2570.3400.902.1100	COMMUNICATION-TELEPHONE	\$24,000.00	\$1,638.49	\$5,887.12	\$18,112.88	\$0.00	\$18,112.88	75.47%
10.5.2215.3401.902.1100	COMMUNICATION-POSTAGE	\$35.00	\$0.00	\$28.97	\$6.03	\$0.00	\$6.03	17.23%
10.5.2570.3401.902.1100	COMMUNICATION-POSTAGE	\$3,000.00	\$0.00	\$2,482.99	\$517.01	\$0.00	\$517.01	17.23%
10.5.2630.3502.902.1020	RECRUITING ADDS	\$0.00	\$0.00	\$458.05	(\$458.05)	\$0.00	(\$458.05)	0.00%
10.5.2640.3502.902.1020	RECRUITING ADDS	\$0.00	\$0.00	\$2,881.90	(\$2,881.90)	\$0.00	(\$2,881.90)	0.00%
10.5.2640.3502.902.1100	RECRUITING ADDS	\$4,000.00	\$0.00	\$1,774.85	\$2,225.15	\$0.00	\$2,225.15	55.63%
10.5.2640.3801.902.1100	UNEMPLOYMENT SERVICE	\$0.00	\$0.00	\$840.00	(\$840.00)	\$0.00	(\$840.00)	0.00%
10.5.2320.3822.902.1100	INSURANCE	\$70,000.00	\$0.00	\$70,000.00	\$0.00	\$0.00	\$0.00	0.00%
10.5.1400.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$65.00	\$0.00	\$0.00	\$65.00	\$0.00	\$65.00	100.00%
10.5.1400.4100.902.6110	OFFICE SUPPLIES LESS \$499	\$225.00	\$0.00	\$15.99	\$209.01	\$0.00	\$209.01	92.89%
10.5.1400.4100.902.6220	OFFICE SUPPLIES LESS \$499	\$450.00	\$0.00	\$0.00	\$450.00	\$0.00	\$450.00	100.00%
10.5.2130.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.2215.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$400.00	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00	100.00%
10.5.2320.4100.902.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$246.94	(\$246.94)	\$0.00	(\$246.94)	0.00%
10.5.2320.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2510.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	100.00%
10.5.2630.4100.902.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$159.22	(\$159.22)	\$0.00	(\$159.22)	0.00%
10.5.2630.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$1,600.00	\$0.00	\$0.00	\$1,600.00	\$0.00	\$1,600.00	100.00%
10.5.2215.4700.902.1100	SYSTEMS SOFTWARE	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
10.5.1400.6400.902.6110	DUES AND FEES	\$50.00	\$0.00	\$0.00	\$50.00	\$0.00	\$50.00	100.00%
10.5.2320.6400.902.1100	DUES AND FEES	\$2,800.00	\$0.00	\$2,111.26	\$688.74	\$0.00	\$688.74	24.60%
10.5.2630.6400.902.1100	DUES AND FEES	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	100.00%
10.5.1400.7000.902.6110	EQUIPMENT \$500 TO \$4999	\$180.00	\$0.00	\$0.00	\$180.00	\$0.00	\$180.00	100.00%
10.5.2215.7000.902.1100	EQUIPMENT \$500 TO \$4999	\$300.00	\$0.00	\$1,105.28	(\$805.28)	\$1,345.75	(\$2,151.03)	-717.01%
10.5.2510.7000.902.1100	EQUIPMENT \$500 TO \$4999	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.2630.7000.902.1100	EQUIPMENT \$500 TO \$4999	\$6,500.00	\$2,103.70	\$5,187.70	\$1,312.30	\$0.00	\$1,312.30	20.19%
10.5.1400.1170.903.6220	SALARY-STUDENT	\$15,675.00	\$0.00	\$0.00	\$15,675.00	\$0.00	\$15,675.00	100.00%
10.5.1200.2130.903.1100	FICA	\$0.00	64 \$2.64	\$10.68	(\$10.68)	\$1.32	(\$12.00)	0.00%

LaGrange Area Dept. of Special Education

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10.5.1200.2130.903.6100	FICA	\$0.00	\$2.64	\$10.68	(\$10.68)	\$1.32	(\$12.00)	0.00%
10.5.1200.2140.903.1100	MEDICARE	\$0.00	\$0.62	\$2.50	(\$2.50)	\$0.31	(\$2.81)	0.00%
10.5.1200.2140.903.6100	MEDICARE	\$0.00	\$0.62	\$2.50	(\$2.50)	\$0.31	(\$2.81)	0.00%
10.5.4950.2140.903.6100	MEDICARE	\$0.00	\$29.86	\$69.08	(\$69.08)	\$12.70	(\$81.78)	0.00%
10.5.1400.3050.903.6110	APPS AND SOFTWARE	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.1400.3100.903.1100	PROFESSIONAL TECHNICAL SERVICE	\$15,000.00	\$0.00	\$774.95	\$14,225.05	\$0.00	\$14,225.05	94.83%
10.5.4950.3100.903.6100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$2,059.58	\$4,764.70	(\$4,764.70)	\$876.09	(\$5,640.79)	0.00%
10.5.1400.3104.903.1020	MIS SERVICES	\$0.00	\$0.00	\$5,607.00	(\$5,607.00)	\$0.00	(\$5,607.00)	0.00%
10.5.1400.3141.903.6110	STUDENT STIPENDS	\$20,671.05	\$0.00	\$18,834.05	\$1,837.00	\$0.00	\$1,837.00	8.89%
10.5.1400.3230.903.1100	REPAIRS AND MAINTENANCE SERVIC	\$475.00	\$0.00	\$0.00	\$475.00	\$0.00	\$475.00	100.00%
10.5.1400.3230.903.6110	REPAIRS AND MAINTENANCE SERVIC	\$285.00	\$0.00	\$0.00	\$285.00	\$0.00	\$285.00	100.00%
10.5.1400.3230.903.6111	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$37.05	(\$37.05)	\$0.00	(\$37.05)	0.00%
10.5.1400.3310.903.1020	PUPIL TRANSPORTATION	\$0.00	\$0.00	\$140.00	(\$140.00)	\$0.00	(\$140.00)	0.00%
10.5.1400.3310.903.1100	PUPIL TRANSPORTATION	\$2,299.00	\$100.00	\$361.73	\$1,937.27	\$0.00	\$1,937.27	84.27%
10.5.1400.3310.903.6220	PUPIL TRANSPORTATION	\$0.00	\$0.00	\$204.05	(\$204.05)	\$0.00	(\$204.05)	0.00%
10.5.1400.3395.903.6110	CONFERENCE EXPENSE	\$0.00	\$0.00	\$700.00	(\$700.00)	\$0.00	(\$700.00)	0.00%
10.5.4950.3395.903.6110	CONFERENCE EXPENSE	\$0.00	\$0.00	\$750.00	(\$750.00)	\$0.00	(\$750.00)	0.00%
10.5.1200.3399.903.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$44.62	\$178.48	(\$178.48)	\$334.61	(\$513.09)	0.00%
10.5.1200.3399.903.6100	TRAVEL LOCAL MILEAGE	\$0.00	\$44.62	\$178.48	(\$178.48)	\$334.61	(\$513.09)	0.00%
10.5.1400.3399.903.1100	TRAVEL LOCAL MILEAGE	\$2,375.00	\$0.00	\$0.00	\$2,375.00	\$0.00	\$2,375.00	100.00%
10.5.1400.3399.903.6110	TRAVEL LOCAL MILEAGE	\$0.00	\$75.04	\$136.21	(\$136.21)	\$0.00	(\$136.21)	0.00%
10.5.1400.3400.903.6110	COMMUNICATION-TELEPHONE	\$2,090.00	\$142.69	\$512.66	\$1,577.34	\$0.00	\$1,577.34	75.47%
10.5.1400.3500.903.6100	MARKETING	\$0.00	\$0.00	\$75.00	(\$75.00)	\$0.00	(\$75.00)	0.00%
10.5.1400.3500.903.6110	MARKETING	\$7,362.50	\$0.00	\$1,416.28	\$5,946.22	\$0.00	\$5,946.22	80.76%
10.5.1400.3500.903.6111	MARKETING	\$0.00	\$0.00	\$4,008.00	(\$4,008.00)	\$0.00	(\$4,008.00)	0.00%
10.5.1400.3600.903.6110	PRINTING AND BINDING	\$1,757.50	\$0.00	\$0.00	\$1,757.50	\$0.00	\$1,757.50	100.00%
10.5.1400.3800.903.6110	UNEMPLOYMENT	\$950.00	\$0.00	\$0.00	\$950.00	\$0.00	\$950.00	100.00%
10.5.1400.4100.903.1100	OFFICE SUPPLIES LESS \$499	\$2,000.00	\$0.00	\$151.76	\$1,848.24	\$0.00	\$1,848.24	92.41%
10.5.1400.4100.903.6110	OFFICE SUPPLIES LESS \$499	\$5,000.00	\$102.41	\$1,060.49	\$3,939.51	\$0.00	\$3,939.51	78.79%
10.5.1400.4100.903.6220	OFFICE SUPPLIES LESS \$499	\$12,000.00	\$486.97	\$1,327.73	\$10,672.27	\$0.00	\$10,672.27	88.94%
10.5.1400.4101.903.6110	SUPPLIES-MEETINGS	\$380.00	\$0.00	\$1,038.12	(\$658.12)	\$0.00	(\$658.12)	-173.19%
10.5.1400.4120.903.6220	CLASSROOM MATERIALS 1	\$0.00	\$0.00	\$6,000.00	(\$6,000.00)	\$0.00	(\$6,000.00)	0.00%
10.5.1400.6400.903.6110	DUES AND FEES	\$950.00	\$0.00	\$600.00	\$350.00	\$0.00	\$350.00	36.84%
10.5.1400.7000.903.6110	EQUIPMENT \$500 TO \$4999	\$4,000.00	\$0.00	\$2,056.00	\$1,944.00	\$1,225.27	\$718.73	17.97%
10.5.2115.1000.904.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$9,934.38	\$29,803.14	(\$29,803.14)	\$89,409.47	(\$119,212.61)	0.00%
10.5.2115.1100.904.1100	SALARIES, NON CERTIFIED STAFF	\$346,877.98	\$0.00	\$0.00	\$346,877.98	\$0.00	\$346,877.98	100.00%
10.5.2115.2110.904.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$124.18	\$372.54	(\$372.54)	\$62.09	(\$434.63)	0.00%
10.5.2215.2110.904.1100	TEACHER'S RETIREMENT (TRS)	\$5,203.17	\$0.00	\$0.00	\$5,203.17	\$0.00	\$5,203.17	100.00%
10.5.2115.2140.904.1100	MEDICARE	\$0.00	\$143.10	\$429.30	(\$429.30)	\$71.55	(\$500.85)	0.00%
10.5.2215.2140.904.1100	MEDICARE	\$5,029.73	\$0.00	\$0.00	\$5,029.73	\$0.00	\$5,029.73	100.00%
10.5.2115.2210.904.1100	LIFE INSURANCE	\$0.00	\$9.16	\$27.48	(\$27.48)	\$4.58	(\$32.06)	0.00%
10.5.2215.2210.904.1100	LIFE INSURANCE	\$552.00	\$0.00	\$0.00	\$552.00	\$0.00	\$552.00	100.00%
10.5.2215.2220.904.1100	MEDICAL INSURANCE	\$49,500.92	\$0.00	\$0.00	\$49,500.92	\$0.00	\$49,500.92	100.00%
10.5.2115.2230.904.1100	DENTAL INSURANCE	\$0.00	\$133.88	\$401.64	(\$401.64)	\$66.94	(\$468.58)	0.00%
10.5.2215.2230.904.1100	DENTAL INSURANCE	\$4,565.50	\$0.00	\$0.00	\$4,565.50	\$0.00	\$4,565.50	100.00%
10.5.2540.1100.905.1100	SALARIES, NON CERTIFIED STAFF	\$98,786.15	\$8,263.42	\$36,971.62	\$61,814.53	\$51,697.28	\$10,117.25	10.24%
10.5.2540.2120.905.1100	MUNICIPAL RETIREMENT	\$2,222.69	\$66.10	\$340.09	\$1,882.60	\$34.10	\$1,848.50	83.16%
10.5.2540.2130.905.1100	FICA	\$6,124.74	\$502.97	\$2,264.15	\$3,860.59	\$259.67	\$3,600.92	58.79%
10.5.2570.2130.905.1100	FICA	\$0.00	\$4.74	\$19.08	(\$19.08)	\$2.37	(\$21.45)	0.00%
10.5.2540.2140.905.1100	MEDICARE	\$1,432.40	\$117.61	\$529.45	\$902.95	\$60.72	\$842.23	58.80%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 11/1/2024

To Date: 11/30/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2570.2140.905.1100	MEDICARE	\$0.00	\$1.12	\$4.50	(\$4.50)	\$0.56	(\$5.06)	0.00%
10.5.2540.2210.905.1100	LIFE INSURANCE	\$414.00	\$6.44	\$19.32	\$394.68	\$3.22	\$391.46	94.56%
10.5.2540.2220.905.1100	MEDICAL INSURANCE	\$44,203.71	\$3,602.48	\$10,807.44	\$33,396.27	\$1,801.24	\$31,595.03	71.48%
10.5.2540.2230.905.1100	DENTAL INSURANCE	\$2,597.29	\$228.40	\$685.20	\$1,912.09	\$114.20	\$1,797.89	69.22%
10.5.2570.3400.905.1100	COMMUNICATION-TELEPHONE	\$0.00	\$78.26	\$313.04	(\$313.04)	\$586.96	(\$900.00)	0.00%
10.5.1207.1100.906.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$7,761.64	\$22,588.62	(\$22,588.62)	\$53,072.26	(\$75,660.88)	0.00%
10.5.1200.1104.906.1100	AIDE SALARIES	\$0.00	\$2,638.98	\$7,916.94	(\$7,916.94)	\$18,472.86	(\$26,389.80)	0.00%
10.5.1207.1104.906.1100	AIDE SALARIES	\$363,466.77	\$11,326.16	\$33,012.48	\$330,454.29	\$94,238.98	\$236,215.31	64.99%
10.5.1200.2120.906.1100	MUNICIPAL RETIREMENT	\$0.00	\$21.11	\$59.64	(\$59.64)	\$10.55	(\$70.19)	0.00%
10.5.1207.2120.906.1100	MUNICIPAL RETIREMENT	\$11,123.14	\$152.71	\$419.31	\$10,703.83	\$82.42	\$10,621.41	95.49%
10.5.1200.2130.906.1100	FICA	\$0.00	\$163.62	\$490.86	(\$490.86)	\$81.81	(\$572.67)	0.00%
10.5.1207.2130.906.1100	FICA	\$22,534.94	\$1,046.26	\$3,033.76	\$19,501.18	\$569.68	\$18,931.50	84.01%
10.5.1200.2140.906.1100	MEDICARE	\$0.00	\$38.26	\$114.80	(\$114.80)	\$19.14	(\$133.94)	0.00%
10.5.1207.2140.906.1100	MEDICARE	\$5,270.27	\$244.69	\$709.47	\$4,560.80	\$133.22	\$4,427.58	84.01%
10.5.1200.2210.906.1100	LIFE INSURANCE	\$0.00	\$3.22	\$9.66	(\$9.66)	\$1.61	(\$11.27)	0.00%
10.5.1207.2210.906.1100	LIFE INSURANCE	\$1,932.00	\$22.54	\$67.62	\$1,864.38	\$11.27	\$1,853.11	95.92%
10.5.1207.2220.906.1100	MEDICAL INSURANCE	\$80,891.03	\$8,277.26	\$24,831.78	\$56,059.25	\$4,138.63	\$51,920.62	64.19%
10.5.1207.2230.906.1100	DENTAL INSURANCE	\$5,053.12	\$421.40	\$1,264.20	\$3,788.92	\$210.70	\$3,578.22	70.81%
10.5.1200.3399.906.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$2.68	(\$2.68)	\$0.00	(\$2.68)	0.00%
10.5.1207.3399.906.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$4.69	\$9.38	(\$9.38)	\$0.00	(\$9.38)	0.00%
10.5.1207.1000.907.1100	SALARIES, CERTIFIED STAFF	\$412,507.08	\$20,989.90	\$64,074.44	\$348,432.64	\$187,433.91	\$160,998.73	39.03%
10.5.1207.2110.907.1100	TEACHER'S RETIREMENT (TRS)	\$6,187.61	\$259.46	\$794.60	\$5,393.01	\$135.83	\$5,257.18	84.96%
10.5.1207.2120.907.1100	MUNICIPAL RETIREMENT	\$0.00	\$1.87	\$3.86	(\$3.86)	\$1.12	(\$4.98)	0.00%
10.5.1207.2130.907.1100	FICA	\$0.00	\$12.31	\$27.07	(\$27.07)	\$8.09	(\$35.16)	0.00%
10.5.1207.2140.907.1100	MEDICARE	\$5,981.35	\$292.14	\$892.92	\$5,088.43	\$153.59	\$4,934.84	82.50%
10.5.1207.2210.907.1100	LIFE INSURANCE	\$828.00	\$28.92	\$86.76	\$741.24	\$14.46	\$726.78	87.78%
10.5.1207.2220.907.1100	MEDICAL INSURANCE	\$55,769.20	\$3,033.00	\$9,099.00	\$46,670.20	\$1,516.50	\$45,153.70	80.97%
10.5.1207.2230.907.1100	DENTAL INSURANCE	\$4,033.65	\$187.44	\$562.32	\$3,471.33	\$93.72	\$3,377.61	83.74%
10.5.2510.1000.908.1100	SALARIES, CERTIFIED STAFF	\$125,100.00	\$0.00	\$0.00	\$125,100.00	\$0.00	\$125,100.00	100.00%
10.5.2510.2110.908.1100	TEACHER'S RETIREMENT (TRS)	\$14,686.74	\$0.00	\$0.00	\$14,686.74	\$0.00	\$14,686.74	100.00%
10.5.2570.2130.908.1100	FICA	\$0.00	\$4.30	\$19.89	(\$19.89)	\$2.15	(\$22.04)	0.00%
10.5.2510.2140.908.1100	MEDICARE	\$1,813.95	\$0.00	\$0.00	\$1,813.95	\$0.00	\$1,813.95	100.00%
10.5.2570.2140.908.1100	MEDICARE	\$0.00	\$3.30	\$15.13	(\$15.13)	\$1.65	(\$16.78)	0.00%
10.5.2510.2210.908.1100	LIFE INSURANCE	\$2,000.00	\$0.00	\$3,302.70	(\$1,302.70)	\$0.00	(\$1,302.70)	-65.14%
10.5.2510.2220.908.1100	MEDICAL INSURANCE	\$30,644.02	\$0.00	\$0.00	\$30,644.02	\$0.00	\$30,644.02	100.00%
10.5.2510.2230.908.1100	DENTAL INSURANCE	\$1,814.22	\$0.00	\$0.00	\$1,814.22	\$0.00	\$1,814.22	100.00%
10.5.2570.3399.908.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$89.96	\$405.38	(\$405.38)	\$674.62	(\$1,080.00)	0.00%
10.5.2570.3400.908.1100	COMMUNICATION-TELEPHONE	\$0.00	\$149.96	\$675.29	(\$675.29)	\$1,124.71	(\$1,800.00)	0.00%
10.5.2640.1100.909.1100	SALARIES, NON CERTIFIED STAFF	\$114,675.00	\$9,556.26	\$43,003.17	\$71,671.83	\$71,671.83	\$0.00	0.00%
10.5.2640.2120.909.1100	MUNICIPAL RETIREMENT	\$10,766.80	\$530.36	\$2,422.91	\$8,343.89	\$265.18	\$8,078.71	75.03%
10.5.2640.2130.909.1100	FICA	\$7,109.85	\$583.40	\$2,654.28	\$4,455.57	\$291.70	\$4,163.87	58.56%
10.5.2640.2140.909.1100	MEDICARE	\$1,662.79	\$136.44	\$620.76	\$1,042.03	\$68.22	\$973.81	58.56%
10.5.2640.2210.909.1100	LIFE INSURANCE	\$138.00	\$9.64	\$28.92	\$109.08	\$4.82	\$104.26	75.55%
10.5.2640.2220.909.1100	MEDICAL INSURANCE	\$19,453.25	\$1,801.24	\$5,403.72	\$14,049.53	\$900.62	\$13,148.91	67.59%
10.5.2640.2230.909.1100	DENTAL INSURANCE	\$1,176.26	\$114.20	\$342.60	\$833.66	\$57.10	\$776.56	66.02%
10.5.2640.3399.909.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$248.12	\$563.12	(\$563.12)	\$675.00	(\$1,238.12)	0.00%
10.5.2640.3400.909.1100	COMMUNICATION-TELEPHONE	\$0.00	\$75.00	\$337.50	(\$337.50)	\$562.50	(\$900.00)	0.00%
10.5.2210.2140.910.1100	MEDICARE	\$0.00	\$1.28	\$5.79	(\$5.79)	\$0.64	(\$6.43)	0.00%
10.5.2210.3399.910.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$405.00	(\$405.00)	\$675.00	(\$1,080.00)	0.00%
10.5.1207.1100.911.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$2,141.46	\$6,773.38	(\$6,773.38)	\$19,273.10	(\$26,046.48)	0.00%

66

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 11/1/2024

To Date: 11/30/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2610.1100.911.1100	SALARIES, NON CERTIFIED STAFF	\$456,748.83	\$39,808.42	\$172,467.14	\$284,281.69	\$300,086.63	(\$15,804.94)	-3.46%
10.5.1207.2120.911.1100	MUNICIPAL RETIREMENT	\$0.00	\$17.14	\$50.96	(\$50.96)	\$8.57	(\$59.53)	0.00%
10.5.2610.2120.911.1100	MUNICIPAL RETIREMENT	\$10,276.85	\$318.48	\$1,555.57	\$8,721.28	\$158.70	\$8,562.58	83.32%
10.5.1207.2130.911.1100	FICA	\$0.00	\$132.06	\$417.81	(\$417.81)	\$66.04	(\$483.85)	0.00%
10.5.2610.2130.911.1100	FICA	\$28,318.43	\$2,343.42	\$10,318.80	\$17,999.63	\$1,167.59	\$16,832.04	59.44%
10.5.1207.2140.911.1100	MEDICARE	\$0.00	\$30.88	\$97.70	(\$97.70)	\$15.44	(\$113.14)	0.00%
10.5.2610.2140.911.1100	MEDICARE	\$6,622.86	\$548.06	\$2,413.27	\$4,209.59	\$273.06	\$3,936.53	59.44%
10.5.1207.2210.911.1100	LIFE INSURANCE	\$0.00	\$3.22	\$9.66	(\$9.66)	\$1.61	(\$11.27)	0.00%
10.5.2610.2210.911.1100	LIFE INSURANCE	\$1,242.00	\$37.02	\$111.06	\$1,130.94	\$18.51	\$1,112.43	89.57%
10.5.2610.2220.911.1100	MEDICAL INSURANCE	\$135,377.17	\$13,829.94	\$41,489.82	\$93,887.35	\$6,914.97	\$86,972.38	64.24%
10.5.1207.2230.911.1100	DENTAL INSURANCE	\$0.00	\$46.52	\$139.56	(\$139.56)	\$23.26	(\$162.82)	0.00%
10.5.2610.2230.911.1100	DENTAL INSURANCE	\$7,706.40	\$915.96	\$2,736.24	\$4,970.16	\$460.89	\$4,509.27	58.51%
10.5.1207.3399.911.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$2.55	(\$2.55)	\$0.00	(\$2.55)	0.00%
10.5.2610.3399.911.1020	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$34.01	(\$34.01)	\$0.00	(\$34.01)	0.00%
10.5.2610.3399.911.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$124.22	\$318.53	(\$318.53)	\$0.00	(\$318.53)	0.00%
10.5.1400.1100.912.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$10,564.50	(\$10,564.50)	\$34,180.49	(\$44,744.99)	0.00%
10.5.1400.1100.912.6100	SALARIES, NON CERTIFIED STAFF	\$252,713.06	\$9,100.48	\$40,952.16	\$211,760.90	\$68,253.43	\$143,507.47	56.79%
10.5.1400.2120.912.1100	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$109.22	(\$109.22)	\$18.23	(\$127.45)	0.00%
10.5.1400.2120.912.6100	MUNICIPAL RETIREMENT	\$5,525.12	\$72.80	\$374.44	\$5,150.68	\$36.40	\$5,114.28	92.56%
10.5.1400.2130.912.1100	FICA	\$0.00	\$0.00	\$655.00	(\$655.00)	\$134.89	(\$789.89)	0.00%
10.5.1400.2130.912.6100	FICA	\$15,224.76	\$534.04	\$2,448.48	\$12,776.28	\$267.02	\$12,509.26	82.16%
10.5.1400.2140.912.1100	MEDICARE	\$0.00	\$0.00	\$153.20	(\$153.20)	\$31.55	(\$184.75)	0.00%
10.5.1400.2140.912.6100	MEDICARE	\$3,664.34	\$124.90	\$572.64	\$3,091.70	\$62.45	\$3,029.25	82.67%
10.5.1400.2210.912.1100	LIFE INSURANCE	\$0.00	\$0.00	\$3.22	(\$3.22)	\$1.61	(\$4.83)	0.00%
10.5.1400.2210.912.6100	LIFE INSURANCE	\$690.00	\$6.44	\$19.32	\$670.68	\$3.22	\$667.46	96.73%
10.5.1400.2220.912.1100	MEDICAL INSURANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$360.44	(\$360.44)	0.00%
10.5.1400.2220.912.6100	MEDICAL INSURANCE	\$48,458.83	\$2,211.28	\$6,633.84	\$41,824.99	\$1,105.64	\$40,719.35	84.03%
10.5.1400.2230.912.1100	DENTAL INSURANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$23.26	(\$23.26)	0.00%
10.5.1400.2230.912.6100	DENTAL INSURANCE	\$3,099.65	\$146.10	\$438.30	\$2,661.35	\$73.05	\$2,588.30	83.50%
10.5.1400.3399.912.1020	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$123.03	(\$123.03)	\$0.00	(\$123.03)	0.00%
10.5.1400.3399.912.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$41.07	\$53.53	(\$53.53)	\$0.00	(\$53.53)	0.00%
10.5.1400.3399.912.6100	TRAVEL LOCAL MILEAGE	\$0.00	\$18.35	\$49.30	(\$49.30)	\$0.00	(\$49.30)	0.00%
10.5.2320.1100.913.1100	SALARIES, NON CERTIFIED STAFF	\$53,087.44	\$3,221.32	\$14,495.94	\$38,591.50	\$24,159.96	\$14,431.54	27.18%
10.5.2320.2120.913.1100	MUNICIPAL RETIREMENT	\$1,194.47	\$25.78	\$132.58	\$1,061.89	\$12.89	\$1,049.00	87.82%
10.5.2320.2130.913.1100	FICA	\$3,291.42	\$195.78	\$886.92	\$2,404.50	\$97.89	\$2,306.61	70.08%
10.5.2320.2140.913.1100	MEDICARE	\$769.77	\$45.78	\$207.39	\$562.38	\$22.89	\$539.49	70.08%
10.5.2320.2210.913.1100	LIFE INSURANCE	\$138.00	\$3.22	\$9.66	\$128.34	\$1.61	\$126.73	91.83%
10.5.2320.2220.913.1100	MEDICAL INSURANCE	\$30,644.02	\$851.92	\$2,555.76	\$28,088.26	\$425.96	\$27,662.30	90.27%
10.5.2320.2230.913.1100	DENTAL INSURANCE	\$1,521.83	\$58.16	\$174.48	\$1,347.35	\$29.08	\$1,318.27	86.62%
10.5.2320.1000.914.1100	SALARIES, CERTIFIED STAFF	\$201,015.37	\$16,751.28	\$75,380.76	\$125,634.61	\$125,634.61	\$0.00	0.00%
10.5.2320.2110.914.1100	TEACHER'S RETIREMENT (TRS)	\$23,599.20	\$2,052.50	\$9,236.25	\$14,362.95	\$1,026.25	\$13,336.70	56.51%
10.5.2320.2140.914.1100	MEDICARE	\$2,914.72	\$242.46	\$1,091.73	\$1,822.99	\$121.23	\$1,701.76	58.39%
10.5.2320.2210.914.1100	LIFE INSURANCE	\$2,000.00	\$31.68	\$95.04	\$1,904.96	\$15.84	\$1,889.12	94.46%
10.5.2320.2220.914.1100	MEDICAL INSURANCE	\$19,453.25	\$1,801.24	\$5,403.72	\$14,049.53	\$900.62	\$13,148.91	67.59%
10.5.2320.2230.914.1100	DENTAL INSURANCE	\$1,176.26	\$114.20	\$342.60	\$833.66	\$57.10	\$776.56	66.02%
10.5.1207.1100.915.1100	SALARIES, NON CERTIFIED STAFF	\$669,339.01	\$17,738.10	\$55,650.17	\$613,688.84	\$152,996.46	\$460,692.38	68.83%
10.5.1207.1104.915.1100	AIDE SALARIES	\$0.00	\$39,141.62	\$115,879.01	(\$115,879.01)	\$327,627.55	(\$443,506.56)	0.00%
10.5.1207.2120.915.1100	MUNICIPAL RETIREMENT	\$15,060.13	\$455.05	\$1,287.31	\$13,772.82	\$234.33	\$13,538.49	89.90%
10.5.1207.2130.915.1100	FICA	\$41,499.02	\$3,270.64	\$9,867.54	\$31,631.48	\$1,694.32	\$29,937.16	72.14%
10.5.1207.2140.915.1100	MEDICARE	\$9,705.42	\$764.90	\$2,307.71	\$7,397.71	\$396.23	\$7,001.48	72.14%

67

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 11/1/2024

To Date: 11/30/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1207.2210.915.1100	LIFE INSURANCE	\$1,656.00	\$35.42	\$106.26	\$1,549.74	\$17.71	\$1,532.03	92.51%
10.5.1207.2220.915.1100	MEDICAL INSURANCE	\$152,574.24	\$12,598.92	\$37,796.76	\$114,777.48	\$5,914.71	\$108,862.77	71.35%
10.5.1207.2230.915.1100	DENTAL INSURANCE	\$9,730.59	\$818.36	\$2,455.08	\$7,275.51	\$382.65	\$6,892.86	70.84%
10.5.1207.3399.915.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$48.79	\$165.92	(\$165.92)	\$0.00	(\$165.92)	0.00%
10.5.2131.1100.916.1100	SALARIES, NON CERTIFIED STAFF	\$3,287,473.74	\$287,851.31	\$863,785.48	\$2,423,688.26	\$2,382,545.25	\$41,143.01	1.25%
10.5.2131.2120.916.1100	MUNICIPAL RETIREMENT	\$79,079.27	\$2,302.26	\$6,512.78	\$72,566.49	\$1,150.88	\$71,415.61	90.31%
10.5.2131.2130.916.1100	FICA	\$203,823.37	\$16,816.00	\$50,464.80	\$153,358.57	\$8,403.49	\$144,955.08	71.12%
10.5.2131.2140.916.1100	MEDICARE	\$47,668.37	\$3,932.79	\$11,802.31	\$35,866.06	\$1,965.34	\$33,900.72	71.12%
10.5.2131.2210.916.1100	LIFE INSURANCE	\$6,348.00	\$395.24	\$1,185.72	\$5,162.28	\$197.62	\$4,964.66	78.21%
10.5.2131.2220.916.1100	MEDICAL INSURANCE	\$568,312.79	\$53,114.24	\$159,542.72	\$408,770.07	\$26,557.12	\$382,212.95	67.25%
10.5.2131.2230.916.1100	DENTAL INSURANCE	\$32,264.92	\$2,841.58	\$8,524.74	\$23,740.18	\$1,420.79	\$22,319.39	69.18%
10.5.2131.3399.916.1020	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$12.00	(\$12.00)	\$0.00	(\$12.00)	0.00%
10.5.2131.3399.916.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$299.32	\$711.34	(\$711.34)	\$0.00	(\$711.34)	0.00%
10.5.1200.1100.917.1000	SALARIES, NON CERTIFIED STAFF	\$0.00	\$94.22	\$394.01	(\$394.01)	\$68.52	(\$462.53)	0.00%
10.5.1200.1100.917.1100	SALARIES, NON CERTIFIED STAFF	\$2,751,499.07	\$244,151.27	\$739,383.82	\$2,012,115.25	\$1,843,111.71	\$169,003.54	6.14%
10.5.1200.1104.917.1100	AIDE SALARIES	\$0.00	\$4,429.98	\$13,289.94	(\$13,289.94)	\$35,163.06	(\$48,453.00)	0.00%
10.5.1200.2110.917.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$58.84	\$186.03	(\$186.03)	\$29.42	(\$215.45)	0.00%
10.5.1200.2120.917.1000	MUNICIPAL RETIREMENT	\$0.00	\$0.75	\$2.94	(\$2.94)	\$0.55	(\$3.49)	0.00%
10.5.1200.2120.917.1100	MUNICIPAL RETIREMENT	\$61,908.73	\$1,886.26	\$5,383.18	\$56,525.55	\$937.61	\$55,587.94	89.79%
10.5.1200.2130.917.1000	FICA	\$0.00	\$5.81	\$24.29	(\$24.29)	\$4.23	(\$28.52)	0.00%
10.5.1200.2130.917.1100	FICA	\$170,592.94	\$14,420.03	\$43,391.13	\$127,201.81	\$7,078.61	\$120,123.20	70.42%
10.5.1200.2140.917.1000	MEDICARE	\$0.00	\$1.36	\$5.68	(\$5.68)	\$0.99	(\$6.67)	0.00%
10.5.1200.2140.917.1100	MEDICARE	\$39,896.74	\$3,437.76	\$10,344.07	\$29,552.67	\$1,688.17	\$27,864.50	69.84%
10.5.1200.2210.917.1100	LIFE INSURANCE	\$17,250.00	\$367.08	\$1,102.85	\$16,147.15	\$191.58	\$15,955.57	92.50%
10.5.1200.2220.917.1100	MEDICAL INSURANCE	\$339,895.81	\$42,651.54	\$126,443.42	\$213,452.39	\$19,877.33	\$193,575.06	56.95%
10.5.1200.2230.917.1100	DENTAL INSURANCE	\$25,530.80	\$3,060.84	\$9,291.91	\$16,238.89	\$1,433.43	\$14,805.46	57.99%
10.5.1200.3399.917.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$178.49	\$484.48	(\$484.48)	\$0.00	(\$484.48)	0.00%
10.5.2132.1000.918.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$329.30	(\$329.30)	\$0.00	(\$329.30)	0.00%
10.5.2132.1100.918.1100	SALARIES, NON CERTIFIED STAFF	\$1,381,484.17	\$121,290.68	\$364,448.13	\$1,017,036.04	\$1,005,538.13	\$11,497.91	0.83%
10.5.2132.2120.918.1100	MUNICIPAL RETIREMENT	\$132,622.48	\$942.44	\$2,719.42	\$129,903.06	\$470.21	\$129,432.85	97.59%
10.5.2132.2130.918.1100	FICA	\$85,652.02	\$7,009.21	\$21,080.25	\$64,571.77	\$3,496.77	\$61,075.00	71.31%
10.5.2132.2140.918.1100	MEDICARE	\$20,031.52	\$1,639.25	\$4,930.06	\$15,101.46	\$817.79	\$14,283.67	71.31%
10.5.2132.2210.918.1100	LIFE INSURANCE	\$2,760.00	\$144.60	\$433.80	\$2,326.20	\$72.30	\$2,253.90	81.66%
10.5.2132.2220.918.1100	MEDICAL INSURANCE	\$289,055.35	\$24,335.52	\$73,006.56	\$216,048.79	\$12,167.76	\$203,881.03	70.53%
10.5.2132.2230.918.1100	DENTAL INSURANCE	\$17,744.88	\$1,272.10	\$3,816.30	\$13,928.58	\$636.05	\$13,292.53	74.91%
10.5.2132.3399.918.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$127.55	\$425.11	(\$425.11)	\$0.00	(\$425.11)	0.00%
10.5.2132.1100.919.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$5,061.04	\$22,774.68	(\$22,774.68)	\$37,957.78	(\$60,732.46)	0.00%
10.5.2410.1100.919.1100	SALARIES, NON CERTIFIED STAFF	\$413,169.92	\$13,314.16	\$59,913.72	\$353,256.20	\$99,856.24	\$253,399.96	61.33%
10.5.2132.2120.919.1100	MUNICIPAL RETIREMENT	\$0.00	\$40.48	\$208.23	(\$208.23)	\$20.24	(\$228.47)	0.00%
10.5.2410.2120.919.1100	MUNICIPAL RETIREMENT	\$9,296.32	\$106.52	\$547.90	\$8,748.42	\$53.26	\$8,695.16	93.53%
10.5.2132.2130.919.1100	FICA	\$0.00	\$307.64	\$1,401.96	(\$1,401.96)	\$153.82	(\$1,555.78)	0.00%
10.5.2410.2130.919.1100	FICA	\$25,616.54	\$809.96	\$3,683.43	\$21,933.11	\$404.98	\$21,528.13	84.04%
10.5.2132.2140.919.1100	MEDICARE	\$0.00	\$71.94	\$327.86	(\$327.86)	\$35.97	(\$363.83)	0.00%
10.5.2410.2140.919.1100	MEDICARE	\$5,990.96	\$189.44	\$861.46	\$5,129.50	\$94.72	\$5,034.78	84.04%
10.5.2132.2210.919.1100	LIFE INSURANCE	\$0.00	\$4.82	\$14.46	(\$14.46)	\$2.41	(\$16.87)	0.00%
10.5.2410.2210.919.1100	LIFE INSURANCE	\$552.00	\$14.46	\$43.38	\$508.62	\$7.23	\$501.39	90.83%
10.5.2132.2220.919.1100	MEDICAL INSURANCE	\$0.00	\$900.62	\$2,701.86	(\$2,701.86)	\$450.31	(\$3,152.17)	0.00%
10.5.2410.2220.919.1100	MEDICAL INSURANCE	\$111,385.31	\$3,738.04	\$11,214.12	\$100,171.19	\$1,869.02	\$98,302.17	88.25%
10.5.2132.2230.919.1100	DENTAL INSURANCE	\$0.00	\$57.10	\$171.30	(\$171.30)	\$28.55	(\$199.85)	0.00%
10.5.2410.2230.919.1100	DENTAL INSURANCE	\$5,640.95	\$233.24	\$699.72	\$4,941.23	\$116.62	\$4,824.61	85.53%

68

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 11/1/2024

To Date: 11/30/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2132.3399.919.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$405.00	(\$405.00)	\$675.00	(\$1,080.00)	0.00%
10.5.2410.3399.919.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$405.00	(\$405.00)	\$675.00	(\$1,080.00)	0.00%
10.5.2410.3400.919.1100	COMMUNICATION-TELEPHONE	\$0.00	\$75.00	\$337.50	(\$337.50)	\$562.50	(\$900.00)	0.00%
10.5.2140.1000.920.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$10,425.00	\$46,912.50	(\$46,912.50)	\$78,187.50	(\$125,100.00)	0.00%
10.5.2410.1000.920.1100	SALARIES, CERTIFIED STAFF	\$983,388.62	\$65,115.30	\$293,018.85	\$690,369.77	\$488,364.75	\$202,005.02	20.54%
10.5.2410.1000.920.4993	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$126.39	(\$126.39)	\$0.00	(\$126.39)	0.00%
10.5.2140.2110.920.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$1,277.34	\$5,748.03	(\$5,748.03)	\$638.67	(\$6,386.70)	0.00%
10.5.2410.2110.920.1100	TEACHER'S RETIREMENT (TRS)	\$13,265.27	\$2,119.46	\$9,539.64	\$3,725.63	\$1,059.73	\$2,665.90	20.10%
10.5.2410.2110.920.4993	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$1.58	(\$1.58)	\$0.00	(\$1.58)	0.00%
10.5.1200.2140.920.1100	MEDICARE	\$0.00	\$1.26	\$5.76	(\$5.76)	\$0.63	(\$6.39)	0.00%
10.5.1207.2140.920.1100	MEDICARE	\$0.00	\$1.26	\$5.73	(\$5.73)	\$0.63	(\$6.36)	0.00%
10.5.2110.2140.920.1100	MEDICARE	\$0.00	\$3.46	\$15.58	(\$15.58)	\$1.73	(\$17.31)	0.00%
10.5.2130.2140.920.1100	MEDICARE	\$0.00	\$0.00	\$1.96	(\$1.96)	\$0.00	(\$1.96)	0.00%
10.5.2140.2140.920.1100	MEDICARE	\$0.00	\$145.94	\$664.56	(\$664.56)	\$72.97	(\$737.53)	0.00%
10.5.2410.2140.920.1100	MEDICARE	\$14,259.13	\$923.34	\$4,191.91	\$10,067.22	\$461.67	\$9,605.55	67.36%
10.5.2410.2140.920.4993	MEDICARE	\$0.00	\$0.00	\$1.84	(\$1.84)	\$0.00	(\$1.84)	0.00%
10.5.2510.2140.920.1100	MEDICARE	\$0.00	\$1.24	\$5.67	(\$5.67)	\$0.62	(\$6.29)	0.00%
10.5.2570.2140.920.1100	MEDICARE	\$0.00	\$2.10	\$9.54	(\$9.54)	\$1.05	(\$10.59)	0.00%
10.5.2140.2210.920.1100	LIFE INSURANCE	\$0.00	\$31.68	\$95.04	(\$95.04)	\$15.84	(\$110.88)	0.00%
10.5.2410.2210.920.1100	LIFE INSURANCE	\$3,104.00	\$80.14	\$240.42	\$2,863.58	\$40.07	\$2,823.51	90.96%
10.5.2140.2220.920.1100	MEDICAL INSURANCE	\$0.00	\$2,837.42	\$8,512.26	(\$8,512.26)	\$1,418.71	(\$9,930.97)	0.00%
10.5.2410.2220.920.1100	MEDICAL INSURANCE	\$232,909.64	\$15,890.94	\$47,672.82	\$185,236.82	\$7,945.47	\$177,291.35	76.12%
10.5.2140.2230.920.1100	DENTAL INSURANCE	\$0.00	\$176.14	\$528.42	(\$528.42)	\$88.07	(\$616.49)	0.00%
10.5.2410.2230.920.1100	DENTAL INSURANCE	\$11,155.19	\$938.86	\$2,816.58	\$8,338.61	\$469.43	\$7,869.18	70.54%
10.5.1200.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$405.00	(\$405.00)	\$675.00	(\$1,080.00)	0.00%
10.5.1207.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$405.00	(\$405.00)	\$675.00	(\$1,080.00)	0.00%
10.5.2110.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$405.00	(\$405.00)	\$675.00	(\$1,080.00)	0.00%
10.5.2130.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$135.26	(\$135.26)	\$0.00	(\$135.26)	0.00%
10.5.2410.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$179.96	\$847.77	(\$847.77)	\$1,349.62	(\$2,197.39)	0.00%
10.5.2510.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$405.00	(\$405.00)	\$675.00	(\$1,080.00)	0.00%
10.5.2110.3400.920.1100	COMMUNICATION-TELEPHONE	\$0.00	\$149.96	\$675.29	(\$675.29)	\$1,124.71	(\$1,800.00)	0.00%
10.5.2410.3400.920.1100	COMMUNICATION-TELEPHONE	\$0.00	\$74.96	\$337.79	(\$337.79)	\$562.21	(\$900.00)	0.00%
10.5.2570.3400.920.1100	COMMUNICATION-TELEPHONE	\$0.00	\$150.00	\$675.00	(\$675.00)	\$1,125.00	(\$1,800.00)	0.00%
10.5.1400.1100.921.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$6,729.86	\$30,284.37	(\$30,284.37)	\$50,474.00	(\$80,758.37)	0.00%
10.5.1400.1100.921.6100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$970.20	\$4,365.90	(\$4,365.90)	\$7,276.51	(\$11,642.41)	0.00%
10.5.1400.1100.921.6220	SALARIES, NON CERTIFIED STAFF	\$0.00	\$855.56	\$3,850.02	(\$3,850.02)	\$6,416.71	(\$10,266.73)	0.00%
10.5.1400.2120.921.1100	MUNICIPAL RETIREMENT	\$0.00	\$53.84	\$276.97	(\$276.97)	\$26.92	(\$303.89)	0.00%
10.5.1400.2120.921.6100	MUNICIPAL RETIREMENT	\$0.00	\$7.76	\$39.91	(\$39.91)	\$3.88	(\$43.79)	0.00%
10.5.1400.2120.921.6220	MUNICIPAL RETIREMENT	\$0.00	\$6.84	\$35.19	(\$35.19)	\$3.42	(\$38.61)	0.00%
10.5.1400.2130.921.1100	FICA	\$0.00	\$397.54	\$1,818.50	(\$1,818.50)	\$198.77	(\$2,017.27)	0.00%
10.5.1400.2130.921.6100	FICA	\$0.00	\$57.32	\$262.20	(\$262.20)	\$28.66	(\$290.86)	0.00%
10.5.1400.2130.921.6220	FICA	\$0.00	\$50.54	\$231.18	(\$231.18)	\$25.27	(\$256.45)	0.00%
10.5.1400.2140.921.1100	MEDICARE	\$0.00	\$92.98	\$425.31	(\$425.31)	\$46.49	(\$471.80)	0.00%
10.5.1400.2140.921.6100	MEDICARE	\$0.00	\$13.40	\$61.29	(\$61.29)	\$6.70	(\$67.99)	0.00%
10.5.1400.2140.921.6220	MEDICARE	\$0.00	\$11.82	\$54.07	(\$54.07)	\$5.91	(\$59.98)	0.00%
10.5.1400.2210.921.1100	LIFE INSURANCE	\$0.00	\$7.58	\$22.74	(\$22.74)	\$3.79	(\$26.53)	0.00%
10.5.1400.2210.921.6100	LIFE INSURANCE	\$0.00	\$1.10	\$3.30	(\$3.30)	\$0.55	(\$3.85)	0.00%
10.5.1400.2210.921.6220	LIFE INSURANCE	\$0.00	\$0.96	\$2.88	(\$2.88)	\$0.48	(\$3.36)	0.00%
10.5.1400.2220.921.1100	MEDICAL INSURANCE	\$0.00	\$2,231.92	\$6,695.76	(\$6,695.76)	\$1,115.96	(\$7,811.72)	0.00%
10.5.1400.2220.921.6100	MEDICAL INSURANCE	\$0.00	69 \$321.76	\$965.28	(\$965.28)	\$160.88	(\$1,126.16)	0.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 11/1/2024

To Date: 11/30/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1400.2220.921.6220	MEDICAL INSURANCE	\$0.00	\$283.74	\$851.22	(\$851.22)	\$141.87	(\$993.09)	0.00%
10.5.1400.2230.921.1100	DENTAL INSURANCE	\$0.00	\$138.56	\$415.68	(\$415.68)	\$69.28	(\$484.96)	0.00%
10.5.1400.2230.921.6100	DENTAL INSURANCE	\$0.00	\$19.98	\$59.94	(\$59.94)	\$9.99	(\$69.93)	0.00%
10.5.1400.2230.921.6220	DENTAL INSURANCE	\$0.00	\$17.60	\$52.80	(\$52.80)	\$8.80	(\$61.60)	0.00%
10.5.2140.1000.922.1100	SALARIES, CERTIFIED STAFF	\$1,876,589.96	\$163,566.72	\$473,701.08	\$1,402,888.88	\$1,310,285.05	\$92,603.83	4.93%
10.5.2140.2110.922.1100	TEACHER'S RETIREMENT (TRS)	\$28,148.85	\$1,868.79	\$5,587.20	\$22,561.65	\$943.82	\$21,617.83	76.80%
10.5.2140.2130.922.1100	FICA	\$0.00	\$207.70	\$623.10	(\$623.10)	\$103.85	\$726.95	0.00%
10.5.2140.2140.922.1100	MEDICARE	\$27,210.55	\$2,241.35	\$6,483.10	\$20,727.45	\$1,123.00	\$19,604.45	72.05%
10.5.2140.2210.922.1100	LIFE INSURANCE	\$3,588.00	\$205.34	\$616.02	\$2,971.98	\$102.67	\$2,869.31	79.97%
10.5.2140.2220.922.1100	MEDICAL INSURANCE	\$293,186.09	\$25,637.52	\$76,831.24	\$216,354.85	\$12,818.76	\$203,536.09	69.42%
10.5.2140.2230.922.1100	DENTAL INSURANCE	\$17,912.85	\$1,516.42	\$4,479.48	\$13,433.37	\$758.21	\$12,675.16	70.76%
10.5.2140.3399.922.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$149.39	\$341.82	(\$341.82)	\$0.00	(\$341.82)	0.00%
10.5.2140.1000.923.1100	SALARIES, CERTIFIED STAFF	\$52,125.00	\$0.00	\$0.00	\$52,125.00	\$0.00	\$52,125.00	100.00%
10.5.2140.2140.923.1100	MEDICARE	\$755.81	\$0.00	\$0.00	\$755.81	\$0.00	\$755.81	100.00%
10.5.2140.2210.923.1100	LIFE INSURANCE	\$414.00	\$0.00	\$0.00	\$414.00	\$0.00	\$414.00	100.00%
10.5.2140.2220.923.1100	MEDICAL INSURANCE	\$7,787.95	\$0.00	\$0.00	\$7,787.95	\$0.00	\$7,787.95	100.00%
10.5.2140.2230.923.1100	DENTAL INSURANCE	\$502.36	\$0.00	\$0.00	\$502.36	\$0.00	\$502.36	100.00%
10.5.2130.1100.924.1100	SALARIES, NON CERTIFIED STAFF	\$656,826.06	\$49,535.09	\$163,423.66	\$493,402.40	\$371,615.03	\$121,787.37	18.54%
10.5.2130.2110.924.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$132.64	\$382.62	(\$382.62)	\$64.49	(\$447.11)	0.00%
10.5.2130.2120.924.1100	MUNICIPAL RETIREMENT	\$14,778.59	\$300.48	\$1,028.68	\$13,749.91	\$169.53	\$13,580.38	91.89%
10.5.2130.2130.924.1100	FICA	\$40,723.22	\$2,491.39	\$7,536.15	\$33,187.07	\$1,395.19	\$31,791.88	78.07%
10.5.2130.2140.924.1100	MEDICARE	\$9,523.98	\$664.56	\$2,208.53	\$7,315.45	\$365.11	\$6,950.34	72.98%
10.5.2130.2210.924.1100	LIFE INSURANCE	\$3,618.00	\$32.18	\$96.54	\$3,521.46	\$16.09	\$3,505.37	96.89%
10.5.2130.2220.924.1100	MEDICAL INSURANCE	\$162,592.91	\$12,718.52	\$38,155.56	\$124,437.35	\$6,359.26	\$118,078.09	72.62%
10.5.2130.2230.924.1100	DENTAL INSURANCE	\$10,318.42	\$826.26	\$2,478.78	\$7,839.64	\$413.13	\$7,426.51	71.97%
10.5.2130.3399.924.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$663.70	(\$663.70)	\$0.00	(\$663.70)	0.00%
10.5.1207.1000.926.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$8,297.60	\$24,892.80	(\$24,892.80)	\$74,678.29	(\$99,571.09)	0.00%
10.5.2110.1000.926.1100	SALARIES, CERTIFIED STAFF	\$1,462,465.65	\$95,230.36	\$289,707.88	\$1,172,757.77	\$829,276.68	\$343,481.09	23.49%
10.5.2410.1000.926.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$522.86	\$1,568.58	(\$1,568.58)	\$4,705.74	(\$6,274.32)	0.00%
10.5.2570.1005.926.1100	STIPENDS-CERTIFIED	\$0.00	\$319.54	\$1,222.20	(\$1,222.20)	\$2,476.58	(\$3,698.78)	0.00%
10.5.2110.1100.926.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$30,766.42	\$92,299.26	(\$92,299.26)	\$253,564.20	(\$345,863.46)	0.00%
10.5.2110.1100.926.4993	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$1,200.00	(\$1,200.00)	\$0.00	(\$1,200.00)	0.00%
10.5.1207.2110.926.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$103.72	\$311.16	(\$311.16)	\$51.86	(\$363.02)	0.00%
10.5.2110.2110.926.1100	TEACHER'S RETIREMENT (TRS)	\$21,880.69	\$1,561.14	\$4,723.75	\$17,156.94	\$788.04	\$16,368.90	74.81%
10.5.2410.2110.926.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$6.54	\$19.62	(\$19.62)	\$3.27	(\$22.89)	0.00%
10.5.2570.2110.926.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$1.14	\$3.42	(\$3.42)	\$0.57	(\$3.99)	0.00%
10.5.2110.2130.926.1100	FICA	\$0.00	\$68.20	\$204.60	(\$204.60)	\$34.10	(\$238.70)	0.00%
10.5.2110.2130.926.4993	FICA	\$0.00	\$0.00	\$74.40	(\$74.40)	\$0.00	(\$74.40)	0.00%
10.5.1207.2140.926.1100	MEDICARE	\$0.00	\$120.34	\$361.02	(\$361.02)	\$60.17	(\$421.19)	0.00%
10.5.2110.2140.926.1100	MEDICARE	\$21,151.33	\$1,713.06	\$5,199.16	\$15,952.17	\$865.20	\$15,086.97	71.33%
10.5.2110.2140.926.4993	MEDICARE	\$0.00	\$0.00	\$17.40	(\$17.40)	\$0.00	(\$17.40)	0.00%
10.5.2410.2140.926.1100	MEDICARE	\$0.00	\$7.54	\$22.62	(\$22.62)	\$3.77	(\$26.39)	0.00%
10.5.2570.2140.926.1100	MEDICARE	\$0.00	\$4.24	\$16.64	(\$16.64)	\$2.12	(\$18.76)	0.00%
10.5.1207.2210.926.1100	LIFE INSURANCE	\$0.00	\$9.64	\$28.92	(\$28.92)	\$4.82	(\$33.74)	0.00%
10.5.2110.2210.926.1100	LIFE INSURANCE	\$2,898.00	\$189.90	\$569.70	\$2,328.30	\$99.77	\$2,228.53	76.90%
10.5.2410.2210.926.1100	LIFE INSURANCE	\$0.00	\$0.48	\$1.44	(\$1.44)	\$0.24	(\$1.68)	0.00%
10.5.2110.2220.926.1100	MEDICAL INSURANCE	\$284,731.45	\$25,621.54	\$76,295.10	\$208,436.35	\$12,810.77	\$195,625.58	68.71%
10.5.2110.2230.926.1100	DENTAL INSURANCE	\$17,856.86	\$1,512.60	\$4,537.80	\$13,319.06	\$756.30	\$12,562.76	70.35%
10.5.2410.2230.926.1100	DENTAL INSURANCE	\$0.00	\$7.04	\$21.12	(\$21.12)	\$3.52	(\$24.64)	0.00%
10.5.2110.3399.926.1020	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$161.28	(\$161.28)	\$0.00	(\$161.28)	0.00%

70

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 11/1/2024

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Fiscal Year: 2024-2025

- Subtotal by Collapse Mask
 Include pre encumbrance
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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2110.3399.926.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$1,671.40	\$4,204.05	(\$4,204.05)	\$0.00	(\$4,204.05)	0.00%
10.5.2150.1000.927.1100	SALARIES, CERTIFIED STAFF	\$3,553,401.28	\$308,471.00	\$949,263.20	\$2,604,138.08	\$2,714,115.75	(\$109,977.67)	-3.09%
10.5.2150.2110.927.1100	TEACHER'S RETIREMENT (TRS)	\$53,301.02	\$3,816.32	\$11,747.08	\$41,553.94	\$1,935.77	\$39,618.17	74.33%
10.5.2150.2140.927.1100	MEDICARE	\$51,524.32	\$4,259.83	\$13,111.06	\$38,413.26	\$2,160.88	\$36,252.38	70.36%
10.5.2150.2210.927.1100	LIFE INSURANCE	\$8,762.00	\$447.86	\$1,368.48	\$7,393.52	\$228.55	\$7,164.97	81.77%
10.5.2150.2220.927.1100	MEDICAL INSURANCE	\$609,504.06	\$46,057.03	\$140,800.21	\$468,703.85	\$23,341.02	\$445,362.83	73.07%
10.5.2150.2230.927.1100	DENTAL INSURANCE	\$39,103.55	\$3,303.22	\$10,062.26	\$29,041.29	\$1,648.69	\$27,392.60	70.05%
10.5.2150.3107.927.1020	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$2,744.00	(\$2,744.00)	\$0.00	(\$2,744.00)	0.00%
10.5.2150.3107.927.1100	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$7,677.32	(\$7,677.32)	\$0.00	(\$7,677.32)	0.00%
10.5.2150.3399.927.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$510.24	\$854.20	(\$854.20)	\$0.00	(\$854.20)	0.00%
10.5.2510.3399.927.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$57.29	(\$57.29)	\$0.00	(\$57.29)	0.00%
10.5.1000.1000.928.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$12,542.36	\$37,627.08	(\$37,627.08)	\$112,881.28	(\$150,508.36)	0.00%
10.5.1200.1000.928.1100	SALARIES, CERTIFIED STAFF	\$2,788,834.19	\$263,129.65	\$781,777.62	\$2,007,056.57	\$2,203,228.90	(\$196,172.33)	-7.03%
10.5.1200.1000.928.4993	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$520.00	(\$520.00)	\$0.00	(\$520.00)	0.00%
10.5.1400.1000.928.6220	SALARIES, CERTIFIED STAFF	\$0.00	\$5,479.20	\$16,437.60	(\$16,437.60)	\$38,354.45	(\$54,792.05)	0.00%
10.5.2570.1005.928.1100	STIPENDS-CERTIFIED	\$0.00	\$37.64	\$169.38	(\$169.38)	\$282.32	(\$451.70)	0.00%
10.5.1000.2110.928.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$156.78	\$470.34	(\$470.34)	\$78.39	(\$548.73)	0.00%
10.5.1200.2110.928.1100	TEACHER'S RETIREMENT (TRS)	\$41,832.51	\$3,169.05	\$9,310.97	\$32,521.54	\$1,578.17	\$30,943.37	73.97%
10.5.1200.2110.928.4993	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$6.50	(\$6.50)	\$0.00	(\$6.50)	0.00%
10.5.1400.2110.928.6220	TEACHER'S RETIREMENT (TRS)	\$0.00	\$68.50	\$205.50	(\$205.50)	\$34.25	(\$239.75)	0.00%
10.5.1200.2120.928.1100	MUNICIPAL RETIREMENT	\$0.00	\$58.94	\$145.09	(\$145.09)	\$31.30	(\$176.39)	0.00%
10.5.1200.2130.928.1100	FICA	\$0.00	\$632.74	\$1,574.62	(\$1,574.62)	\$341.97	(\$1,916.59)	0.00%
10.5.1000.2140.928.1100	MEDICARE	\$0.00	\$174.53	\$520.61	(\$520.61)	\$88.01	(\$608.62)	0.00%
10.5.1200.2140.928.1100	MEDICARE	\$40,438.10	\$3,578.10	\$10,652.08	\$29,786.02	\$1,785.81	\$28,000.21	69.24%
10.5.1200.2140.928.4993	MEDICARE	\$0.00	\$0.00	\$7.54	(\$7.54)	\$0.00	(\$7.54)	0.00%
10.5.1400.2140.928.6220	MEDICARE	\$0.00	\$70.56	\$211.68	(\$211.68)	\$35.28	(\$246.96)	0.00%
10.5.2570.2140.928.1100	MEDICARE	\$0.00	\$0.52	\$2.37	(\$2.37)	\$0.26	(\$2.63)	0.00%
10.5.1000.2210.928.1100	LIFE INSURANCE	\$0.00	\$19.28	\$57.84	(\$57.84)	\$9.64	(\$67.48)	0.00%
10.5.1200.2210.928.1100	LIFE INSURANCE	\$5,658.00	\$410.12	\$1,213.48	\$4,444.52	\$210.08	\$4,234.44	74.84%
10.5.1400.2210.928.6220	LIFE INSURANCE	\$0.00	\$9.64	\$28.92	(\$28.92)	\$4.82	(\$33.74)	0.00%
10.5.1000.2220.928.1100	MEDICAL INSURANCE	\$0.00	\$1,081.32	\$3,964.84	(\$3,964.84)	\$360.44	(\$4,325.28)	0.00%
10.5.1200.2220.928.1100	MEDICAL INSURANCE	\$528,680.21	\$48,444.72	\$141,952.50	\$386,727.71	\$24,475.73	\$362,251.98	68.52%
10.5.1400.2220.928.6220	MEDICAL INSURANCE	\$0.00	\$2,312.12	\$6,936.36	(\$6,936.36)	\$1,156.06	(\$8,092.42)	0.00%
10.5.1000.2230.928.1100	DENTAL INSURANCE	\$0.00	\$69.78	\$255.86	(\$255.86)	\$23.26	(\$279.12)	0.00%
10.5.1200.2230.928.1100	DENTAL INSURANCE	\$34,177.14	\$3,084.65	\$8,943.03	\$25,234.11	\$1,555.58	\$23,678.53	69.28%
10.5.1400.2230.928.6220	DENTAL INSURANCE	\$0.00	\$140.92	\$422.76	(\$422.76)	\$70.46	(\$493.22)	0.00%
10.5.1200.3399.928.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$514.88	\$1,167.99	(\$1,167.99)	\$0.00	(\$1,167.99)	0.00%
10.5.2630.1100.929.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$7,491.84	\$33,811.11	(\$33,811.11)	\$56,188.89	(\$90,000.00)	0.00%
10.5.2570.2120.929.1100	MUNICIPAL RETIREMENT	\$0.00	\$0.72	\$3.72	(\$3.72)	\$0.36	(\$4.08)	0.00%
10.5.2630.2120.929.1100	MUNICIPAL RETIREMENT	\$0.00	\$59.93	\$310.46	(\$310.46)	\$29.97	(\$340.43)	0.00%
10.5.2570.2130.929.1100	FICA	\$0.00	\$7.28	\$26.40	(\$26.40)	\$2.69	(\$29.09)	0.00%
10.5.2630.2130.929.1100	FICA	\$0.00	\$606.09	\$2,199.99	(\$2,199.99)	\$223.85	(\$2,423.84)	0.00%
10.5.2570.2140.929.1100	MEDICARE	\$0.00	\$1.70	\$6.18	(\$6.18)	\$0.63	(\$6.81)	0.00%
10.5.2630.2140.929.1100	MEDICARE	\$0.00	\$141.74	\$514.51	(\$514.51)	\$52.35	(\$566.86)	0.00%
10.5.2630.2210.929.1100	LIFE INSURANCE	\$0.00	\$9.64	\$28.92	(\$28.92)	\$4.82	(\$33.74)	0.00%
10.5.2630.2220.929.1100	MEDICAL INSURANCE	\$0.00	\$2,837.42	\$8,512.26	(\$8,512.26)	\$1,418.71	(\$9,930.97)	0.00%
10.5.2630.2230.929.1100	DENTAL INSURANCE	\$0.00	\$176.14	\$457.98	(\$457.98)	\$88.07	(\$546.05)	0.00%
10.5.2570.3399.929.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$89.96	\$405.38	(\$405.38)	\$674.62	(\$1,080.00)	0.00%
10.5.1400.1100.930.6220	SALARIES, NON CERTIFIED STAFF	\$88,586.44	\$8,889.88	\$40,181.91	\$48,404.53	\$56,246.02	(\$7,841.49)	-8.85%
10.5.1400.2120.930.6220	MUNICIPAL RETIREMENT	\$1,993.19	\$59.06	\$303.81	\$1,689.38	\$29.53	\$1,659.85	83.28%

LaGrange Area Dept. of Special Education

Monthly Expenditures

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- Subtotal by Collapse Mask
 Include pre encumbrance
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 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1400.2130.930.6220	FICA	\$5,492.36	\$500.03	\$2,343.91	\$3,148.45	\$270.79	\$2,877.66	52.39%
10.5.1400.2140.930.6220	MEDICARE	\$1,284.50	\$123.02	\$564.99	\$719.51	\$63.33	\$656.18	51.08%
10.5.1400.2210.930.6220	LIFE INSURANCE	\$138.00	\$3.22	\$9.66	\$128.34	\$1.61	\$126.73	91.83%
10.5.1400.2220.930.6220	MEDICAL INSURANCE	\$7,754.68	\$720.88	\$2,162.64	\$5,592.04	\$360.44	\$5,231.60	67.46%
10.5.1400.2230.930.6220	DENTAL INSURANCE	\$502.36	\$46.52	\$139.56	\$362.80	\$23.26	\$339.54	67.59%
10.5.1400.3399.930.1020	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$58.16	(\$58.16)	\$0.00	(\$58.16)	0.00%
10.5.1400.3399.930.6220	TRAVEL LOCAL MILEAGE	\$0.00	\$69.41	\$184.13	(\$184.13)	\$0.00	(\$184.13)	0.00%
10.5.1400.1100.931.6100	SALARIES, NON CERTIFIED STAFF	\$68,018.28	\$0.00	\$14,170.50	\$53,847.78	\$0.00	\$53,847.78	79.17%
10.5.1400.1100.931.6110	SALARIES, NON CERTIFIED STAFF	\$0.00	\$10,193.04	\$31,092.98	(\$31,092.98)	\$76,447.81	(\$107,540.79)	0.00%
10.5.1400.2120.931.6100	MUNICIPAL RETIREMENT	\$1,530.41	\$0.00	\$146.53	\$1,383.88	\$0.00	\$1,383.88	90.43%
10.5.1400.2120.931.6110	MUNICIPAL RETIREMENT	\$0.00	\$81.54	\$266.64	(\$266.64)	\$40.77	(\$307.41)	0.00%
10.5.1400.2130.931.6100	FICA	\$4,217.13	\$0.00	\$873.81	\$3,343.32	\$0.00	\$3,343.32	79.28%
10.5.1400.2130.931.6110	FICA	\$0.00	\$591.60	\$1,806.65	(\$1,806.65)	\$295.80	(\$2,102.45)	0.00%
10.5.1400.2140.931.6100	MEDICARE	\$986.27	\$0.00	\$204.35	\$781.92	\$0.00	\$781.92	79.28%
10.5.1400.2140.931.6110	MEDICARE	\$0.00	\$138.36	\$422.53	(\$422.53)	\$69.18	(\$491.71)	0.00%
10.5.1400.2210.931.6100	LIFE INSURANCE	\$138.00	\$0.00	\$3.22	\$134.78	\$0.00	\$134.78	97.67%
10.5.1400.2210.931.6110	LIFE INSURANCE	\$0.00	\$6.44	\$16.10	(\$16.10)	\$3.22	(\$19.32)	0.00%
10.5.1400.2220.931.6100	MEDICAL INSURANCE	\$19,453.25	\$0.00	\$1,801.24	\$17,652.01	\$0.00	\$17,652.01	90.74%
10.5.1400.2220.931.6110	MEDICAL INSURANCE	\$0.00	\$2,312.12	\$6,936.36	(\$6,936.36)	\$1,156.06	(\$8,092.42)	0.00%
10.5.1400.2230.931.6100	DENTAL INSURANCE	\$1,075.46	\$0.00	\$114.20	\$961.26	\$0.00	\$961.26	89.38%
10.5.1400.2230.931.6110	DENTAL INSURANCE	\$0.00	\$140.92	\$422.76	(\$422.76)	\$70.46	(\$493.22)	0.00%
10.5.1400.3399.931.1020	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$160.04	(\$160.04)	\$0.00	(\$160.04)	0.00%
10.5.1400.3399.931.6110	TRAVEL LOCAL MILEAGE	\$0.00	\$85.09	\$163.48	(\$163.48)	\$0.00	(\$163.48)	0.00%
10.5.2550.1100.932.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$3,909.38	\$17,592.21	(\$17,592.21)	\$29,320.29	(\$46,912.50)	0.00%
10.5.2570.1100.932.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$74.96	\$337.79	(\$337.79)	\$562.21	(\$900.00)	0.00%
10.5.2550.2120.932.1100	MUNICIPAL RETIREMENT	\$0.00	\$31.28	\$160.88	(\$160.88)	\$15.64	(\$176.52)	0.00%
10.5.2570.2120.932.1100	MUNICIPAL RETIREMENT	\$0.00	\$0.60	\$3.07	(\$3.07)	\$0.30	(\$3.37)	0.00%
10.5.2550.2130.932.1100	FICA	\$0.00	\$237.66	\$1,076.55	(\$1,076.55)	\$118.83	(\$1,195.38)	0.00%
10.5.2570.2130.932.1100	FICA	\$0.00	\$4.56	\$20.67	(\$20.67)	\$2.28	(\$22.95)	0.00%
10.5.2550.2140.932.1100	MEDICARE	\$0.00	\$55.58	\$251.78	(\$251.78)	\$27.79	(\$279.57)	0.00%
10.5.2570.2140.932.1100	MEDICARE	\$0.00	\$1.06	\$4.81	(\$4.81)	\$0.53	(\$5.34)	0.00%
10.5.2550.2210.932.1100	LIFE INSURANCE	\$0.00	\$3.22	\$9.66	(\$9.66)	\$1.61	(\$11.27)	0.00%
10.5.2550.2220.932.1100	MEDICAL INSURANCE	\$0.00	\$760.76	\$2,282.28	(\$2,282.28)	\$380.38	(\$2,662.66)	0.00%
10.5.2550.2230.932.1100	DENTAL INSURANCE	\$0.00	\$114.20	\$342.60	(\$342.60)	\$57.10	(\$399.70)	0.00%
10.5.2550.3399.932.1020	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$54.54	(\$54.54)	\$0.00	(\$54.54)	0.00%
10.5.2550.3399.932.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$54.28	(\$54.28)	\$0.00	(\$54.28)	0.00%
10.5.1400.1100.933.6220	SALARIES, NON CERTIFIED STAFF	\$31,275.00	\$0.00	\$0.00	\$31,275.00	\$0.00	\$31,275.00	100.00%
10.5.1400.2120.933.6220	MUNICIPAL RETIREMENT	\$703.69	\$0.00	\$0.00	\$703.69	\$0.00	\$703.69	100.00%
10.5.1400.2130.933.6220	FICA	\$1,939.05	\$0.00	\$0.00	\$1,939.05	\$0.00	\$1,939.05	100.00%
10.5.1400.2140.933.6220	MEDICARE	\$453.49	\$0.00	\$0.00	\$453.49	\$0.00	\$453.49	100.00%
10.5.1400.2210.933.6220	LIFE INSURANCE	\$138.00	\$0.00	\$0.00	\$138.00	\$0.00	\$138.00	100.00%
10.5.1400.2220.933.6220	MEDICAL INSURANCE	\$7,754.68	\$0.00	\$0.00	\$7,754.68	\$0.00	\$7,754.68	100.00%
10.5.1400.2230.933.6220	DENTAL INSURANCE	\$502.36	\$0.00	\$0.00	\$502.36	\$0.00	\$502.36	100.00%
10.5.1400.1100.934.6100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$3,127.50	\$14,073.75	(\$14,073.75)	\$23,456.25	(\$37,530.00)	0.00%
10.5.1400.1100.934.6220	SALARIES, NON CERTIFIED STAFF	\$82,420.90	\$3,740.92	\$16,834.14	\$65,586.76	\$28,056.77	\$37,529.99	45.53%
10.5.1400.2120.934.6100	MUNICIPAL RETIREMENT	\$0.00	\$25.02	\$128.72	(\$128.72)	\$12.51	(\$141.23)	0.00%
10.5.1400.2120.934.6220	MUNICIPAL RETIREMENT	\$1,854.47	\$29.94	\$153.92	\$1,700.55	\$14.97	\$1,685.58	90.89%
10.5.1400.2130.934.6100	FICA	\$0.00	\$188.28	\$855.69	(\$855.69)	\$94.14	(\$949.83)	0.00%
10.5.1400.2130.934.6220	FICA	\$5,110.10	\$193.82	\$929.37	\$4,180.73	\$96.91	\$4,083.82	79.92%
10.5.1400.2140.934.6100	MEDICARE	\$0.00	\$44.04	\$200.13	(\$200.13)	\$22.02	(\$222.15)	0.00%

72

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 11/1/2024

To Date: 11/30/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1400.2140.934.6220	MEDICARE	\$1,195.10	\$45.34	\$217.38	\$977.72	\$22.67	\$955.05	79.91%
10.5.1400.2210.934.6100	LIFE INSURANCE	\$0.00	\$3.22	\$9.66	(\$9.66)	\$1.61	(\$11.27)	0.00%
10.5.1400.2210.934.6220	LIFE INSURANCE	\$414.00	\$3.22	\$9.66	\$404.34	\$1.61	\$402.73	97.28%
10.5.1400.2220.934.6100	MEDICAL INSURANCE	\$0.00	\$2,837.42	\$8,512.26	(\$8,512.26)	\$1,418.71	(\$9,930.97)	0.00%
10.5.1400.2220.934.6220	MEDICAL INSURANCE	\$24,750.46	\$2,312.12	\$6,936.36	\$17,814.10	\$1,156.06	\$16,658.04	67.30%
10.5.1400.2230.934.6100	DENTAL INSURANCE	\$0.00	\$176.14	\$528.42	(\$528.42)	\$88.07	(\$616.49)	0.00%
10.5.1400.2230.934.6220	DENTAL INSURANCE	\$3,043.66	\$140.92	\$422.76	\$2,620.90	\$70.46	\$2,550.44	83.80%
10.5.1400.3399.934.1020	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$73.32	(\$73.32)	\$0.00	(\$73.32)	0.00%
10.5.1400.3399.934.6220	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$171.73	(\$171.73)	\$0.00	(\$171.73)	0.00%
10.5.1400.1100.935.6220	SALARIES, NON CERTIFIED STAFF	\$0.00	\$119.00	\$7,396.10	(\$7,396.10)	\$112.00	(\$7,508.10)	0.00%
10.5.1400.2120.935.6220	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$22.02	(\$22.02)	\$0.00	(\$22.02)	0.00%
10.5.1400.2130.935.6220	FICA	\$0.00	\$7.38	\$458.55	(\$458.55)	\$6.94	(\$465.49)	0.00%
10.5.1400.2140.935.6220	MEDICARE	\$0.00	\$1.72	\$107.24	(\$107.24)	\$1.62	(\$108.86)	0.00%
	FUND: EDUCATION - 10	\$32,896,200.84	\$2,629,731.98	\$9,702,674.13	\$23,193,526.71	\$16,151,610.48	\$7,041,916.23	21.41%
20.5.2540.3196.901.1020	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$10,595.50	(\$10,595.50)	\$0.00	(\$10,595.50)	0.00%
20.5.2540.3230.901.1100	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$956.56	(\$956.56)	\$0.00	(\$956.56)	0.00%
	FUND: OPERATIONS & MAINTENANCE - 20	\$0.00	\$0.00	\$11,552.06	(\$11,552.06)	\$0.00	(\$11,552.06)	0.00%
Grand Total:		\$32,896,200.84	\$2,629,731.98	\$9,714,226.19	\$23,181,974.65	\$16,151,610.48	\$7,030,364.17	21.37%

End of Report



ED PIOTROWSKI
DIRECTOR OF HUMAN RESOURCES

Lyons Township High School District 204
100 S. Brainard Avenue, LaGrange, IL 60525
708-579-6456
epiotrowski@d204.lths.net
www.lths.net

TO: Brian Waterman, Superintendent
Board of Education
FROM: Edward M. Piotrowski, Director of Human Resources
DATE: December 2, 2024
RE: Stipend Committee Recommendations

BACKGROUND

During the first quarter of the 2024-2025 school year, the Stipend Committee convened to review proposals related to stipends for LTHS clubs, activities, and athletics. Below, please find a summary of the recommendations from the Stipend Committee to be brought to the Board at the December, 2024, Board of Education Meeting.

ACTIVITIES

The following club stipends are being recommended for an increase:

Lions Den

The Stipend Committee recommends the creation of a second Lions Den stipend at 2.64%. The Lion's Den is a spirited student cheering section dedicated to supporting LT athletic teams, especially during home games. Members, dressed in the school's blue and gold, gather in a designated section of the bleachers to enthusiastically cheer and chant, creating an energetic and encouraging atmosphere for the teams. This group is open to all students, fostering a sense of inclusivity and school spirit. The additional stipend would allow for increased adult supervision and enable the Lions Den to extend its presence to more athletic events, both at home and away, further enhancing student engagement and support.

The total cost associated with the stipend recommended above for Lions Den is \$1,506.89.

Sideline Cheer

The Stipend Committee recommends the addition of a 15% assistant coach stipend for the winter season of sideline cheer. This additional position would provide greater supervision during practices and enable the cheer team to expand its presence at events. Currently, the JV Cheerleaders support all Sophomore home games, several away games, and participate in Special Olympics events held at the school. The Varsity Cheerleaders are involved in all boys' Varsity home games, selected away games, and also cheer at several Special Olympics home games. Both the JV and Varsity squads perform halftime routines at every home game, as well as at the All School Assembly. With an additional assistant coach, the team would be better equipped to maintain this busy schedule while enhancing their participation and support for the school community.

The total cost associated with the stipend recommended above for Sideline Cheer is \$8,561.89.

We anticipate preparing an additional recommendation for the Board at the June, 2025, meeting to expand the additional coach to the fall season, as well.

The following club is being recommended for a move from pilot status to club status, with accompanying stipend:

Sobremesa

The Stipend Committee recommends the creation of a 2.64% stipend to support Sobremesa, a club centered around Spanish language learning and cultural connections. The club has been led by dedicated student leaders who have created a space that is both enriching and welcoming, focusing on social-emotional learning (SEL) while fostering language skills. Sobremesa encourages culturally responsive interactions and builds friendships among peers, helping to create a more unified and inclusive student community. The club's name, "Sobremesa," comes from a Spanish tradition where people linger and chat after a meal, emphasizing the importance of connection and conversation as much as the meal itself.

At Sobremesa, students gather to talk, share food, and bond, creating a relaxed environment where they can improve their Spanish language proficiency, explore cultural topics, and form meaningful relationships. This club complements not only second language acquisition but also contributes to a stronger and more cohesive school community.

The total cost associated with the stipend recommended above for Sobremesa is \$1,506.89.

The following club is being recommended for a move from payment through grant funding to payment through district funding:

Future Farmers of America

The Stipend Committee recommends the creation of a 2.64% stipend for the Future Farmers of America (FFA) Club. FFA is a youth organization focused on building leadership skills, fostering personal growth, and supporting career success through agricultural education. The club engages students in hands-on experiences that help them realize their potential and develop practical skills for future careers. FFA members often pursue diverse fields, including science, veterinary medicine, government, entrepreneurship, banking, international business, education, and various other professions. As an integral part of agricultural education, FFA is an intracurricular club dedicated to students interested in agriculture and leadership. The club previously relied on grant funding, which is no longer available, but strong student interest continues. The creation of this stipend will ensure the club's sustainability and continued positive impact on students.

The total cost associated with the stipend recommended above for the Future Farmers of America is \$1,506.89.

RECOMMENDATION

We recommend that the Board approve the Stipend Committee recommendations as provided above.

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
OVERNIGHT TRAVEL REQUEST**

All requests for student travel that include overnight lodging must be submitted for approval to the Superintendent using this form. Please complete your Travel Request with the assistance of your Division Chair or the Director of Student Activities. Your request requires the signatures of all administrative staff members listed below. All requests must be submitted to the Superintendent's office no later than **one month prior** to the next scheduled Board Meeting, unless travel is for unforeseen advancement in a state competition. All District policies and regulations governing student behavior remain in full effect for the duration of the overnight trip, and sponsors and chaperones are expected to fully enforce all applicable rules.

1. Group submitting request: Latin Department - Fine Arts Division
2. Sponsor's name(s) submitting request: Sean Sweany
3. Destination(s) of trip: Italy, Greece
4. Number of students participating: 20
5. Dates of requested travel: 3/28/26 - 4/5 26
6. Is this an IHSA or ILMEA event? Yes No
7. Will students miss more than one school day? Yes No If Yes, how many days? _____

Overnight Travel Request Funding Summary		
Funding from LTHS adopted budget	\$ 0.00	
Additional School Board funding request	\$ 0.00	
Total cost to LTHS	\$ 0.00	
Club Fundraising/Participant funding	\$ 90,080.00	
TOTAL COST OF OVERNIGHT TRAVEL		\$ 90,080.00

APPROVALS

Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 _____ Division Chair or Activities Director	11/26/2024 _____ Date
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 _____ Associate Principal	12/2/24 _____ Date
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 _____ Principal	12/3/24 _____ Date
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 _____ Director of Business Services	12/4/24 _____ Date
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 _____ Superintendent	12/4/24 _____ Date

For Office Use Only:
Please send completed copies to all individuals listed on this page, the Business Office, and the person requesting the trip.

COST DETAIL

If you are seeking LTHS Board of Education funding, please indicate which level by checking one of the boxes below.

- Funding Level I:** In-State sanctioned competitions or National competitions subsequent to advancement at the state level

The Board of Education will fund lodging, transportation, registration, and meals.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level II:** Invitational competition

The Board of Education will fund lodging and registration.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level III:** All other overnight trips

The Board of Education will not fund any expenses, including chaperone costs. All costs must be funded by the group and/or paid for by the travelers.

Cost to LTHS						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level I						\$ 0.00
Level II						\$ 0.00
Cost to School Group and/or Participants/Family						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level II						\$ 0.00
Level III	\$ 4,479.00		\$ 25.00			\$ 4,504.00

Total Cost of Level II trip	\$ 0.00
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Individual Cost per Traveler						
Traveler	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Student	\$ 4,479.00		\$ 25.00			\$ 4,504.00
Chaperone						\$ 0.00
Per student total cost, per travel agent (Level III only)						

Overnight Travel Request Funding Summary						
Board account number(s)						
Student Activity account number(s)						
Funding from LTHS adopted budget						
Additional School Board funding request						
Total cost to LTHS					\$ 0.00	
Student Activity Account funding						
Participant funding			\$ 90,080.00			
Club Fundraising/Participant funding				\$ 90,080.00		
TOTAL COST OF OVERNIGHT TRAVEL						\$ 90,080.00

List the adult chaperones:

Sean Sweany _____
Alex Wojcik _____
Julie Ozols _____

If you plan to use funds from Student Activity Accounts, how will these funds be used?

N/A

Has your group or any partnering parent organization completed any fundraising for this trip? No.

If yes, please explain: _____

TRIP RATIONALE

1. Please explain in detail the purpose of the trip: Latin students will have the opportunity to visit both Italy and Greece to explore many of the archaeological sites of the ancient world they have studied in their Latin curriculum at LT. Students will also learn about the modern culture of these two countries through immersion in the customs, cultures and cuisines of the countries visited.

2. Would you describe this trip as a competition or an educational opportunity? Please explain:

This trip is an educational opportunity for students to gain perspectives on the monuments and art they study in the Latin curriculum at LT. Students will develop real world skills for the future through the experience of international travel.

3. Has LT sent students on this trip before? Is it an annual trip? Please provide any history or background regarding this particular trip: Yes. Latin students have traveled abroad bi-annually to Italy for many years. We are excited to include Greece for the second time, so students can experience the history of ancient Greece in the modern city of Athens.

4. How were students selected for this trip and how will their experience benefit the school? Students & parents / guardians must attend an informational meeting to learn about the tour. Students are required to submit an application expressing the reasons behind their interest in traveling on an educational tour such as this. Junior & Senior Latin students are given first priority since they will not have an additional opportunity to travel on the bi-annual trip.

5. What grade are the student participants currently in? 9-11

6. Describe the itinerary. If it is easier to attach an itinerary, please do so. Please also attach any forms, publicity materials, or other resources explaining the trip: Please see attached materials.

7. Has a travel agent or tour company been used? Yes No
If Yes, attach all contact information and proof of insurance coverage provided by the company.

8. Please submit a comprehensive list of all students who will participate.

Latin Program Travel Application

Rome to Athens, March 28 - April 5, 2026

Additional Materials:

1. Tour Price Quote
2. Tour Itinerary
3. Travel Program Proposal
4. EF Tours Supplemental Insurance Coverage Options
 - a. NB: All travelers are required to purchase Global Travel Protection Plan; they may opt for the Protection Plus Plan if desired
5. EF Tours Travel Protection Insurance Certificate
6. EF Tours Booking Conditions

Tour Price Quote

From Rome to Athens

Prepared For
Sean Sweany

Prepared On
August 29, 2024

Your Tour Number
2767517NB

Your Tour Website
www.eftours.com/2767517NB

Alternate Tour Choice
2nd Choice: Rome and Athens (8 Days)

Lowest Price

Price valid for travelers enrolled September 1, 2024 - September 30, 2024*

Student
\$4,479

or \$247 / 17 mos

Adult
\$5,239

or \$291 / 17 mos

Price Breakdown

Program Price	\$4,149
Global Travel Protection	\$190
Roman Catacombs	\$60
Greek Evening	\$80

*Adult supplement required for travelers age 20 and older at the time of travel. Change and cancellation fees of up to the total price will apply. Applicable airline baggage fees are not included and can be found at eftours.com/baggage. All prices subject to verification by an EF Tour Consultant. Program price validity excludes special discounts. To view EF's Booking Conditions, visit eftours.com/bc.

Your travel details

Total Length
9 days

Departing From
Chicago (IL)

Requested Travel Dates
Saturday, March 28, 2026 - Sunday, April 5, 2026

Your Departure Date Range

Earliest
Fri. Mar. 27

Requested
Sat. Mar. 28

Latest
Sun. Mar. 29



Your experience includes

An All-Inclusive Tour

Round trip airfare, hotels with private baths, regional-style meals, on-tour transportation and sightseeing activities are covered. Discover all of your itinerary details at www.eftours.com/2767517NB.

Full-time Tour Director

Your culturally connected Tour Director is with your group 24/7, providing deep local insight while handling all on-tour logistics.

Expert Local Guides

Your expert local guides are natural historians, adding cultural insight and global perspective on your sightseeing tours.

Personalized Learning Support

Our personalized learning experience engages students before, during and after tour, with the option to create a final, reflective project for academic credit.

Continuous Support

Your dedicated EF team helps you every step of the way—from recruiting and enrolling travelers to planning and managing your tour.

Worldwide Presence

EF has over 500 schools and offices in more than 50 countries worldwide so wherever you go, we're there too.

24-hour Emergency Service

Travelers and their families can count on EF's dedicated emergency service team.

Peace of Mind Program

Feel secure knowing your group can change their destination or travel dates due to unforeseen circumstances. Learn more about your flexible options at eftours.com/peaceofmind.

Your Tour Consultant



Jay Reinoso
720-903-8737
jay.reinoso@ef.com



**EDUCATIONAL
TOURS**

Watch videos, read reviews, and enroll on your teacher's tour website

eftours.com/

This is also your tour number

FROM ROME TO ATHENS

9 or 13 days | Italy | Greece | Extension includes Turkey

It's impossible to overstate the influence of ancient Rome and Greece on our modern-day society—seeing monuments from those civilizations is a profound experience. From the Colosseum to the Parthenon to the archaeological sites at Pompeii, Epidaurus, and Mycenae, walk in the footsteps of those who set the stage for the development of Western culture.

EVERYTHING YOU GET:

-  **Full-time Tour Director**
-  **Sightseeing:** 7 sightseeing tours led by expert, licensed local guides; 1 walking tour
-  **Entrances:** Sistine Chapel; St. Peter's Basilica; Colosseum; Roman Forum; Pompeii Roman ruins; Nafplio boat ride; pottery workshop; Epidaurus; Mycenae; Acropolis; Acropolis Museum
-  **Personalized learning guide:** Our personalized learning experience engages students before, during, and after tour, with the option to create a final, reflective project for academic credit.
-   **All of the details are covered:** Round-trip flights on major carriers; comfortable motorcoach; internal flight; *4-day Greek island cruise with extension (3 cruise excursions included)*; 6 overnight stays in hotels with private bathrooms (*4 night cabin accommodation with extension*); European breakfast and dinner daily (*3 meals daily during cruise extension*)



Colosseum



Rome

Anyone can see the world.

YOU'RE GOING TO EXPERIENCE IT.

As you can see, your EF tour includes visits to the places you've learned about in school. That's a given. But it's so much more than that. Immersing yourself in new cultures—surrounded by the people, the language, the food, the way of life—creates inspirational moments that can't be listed in an itinerary. They can only be experienced.

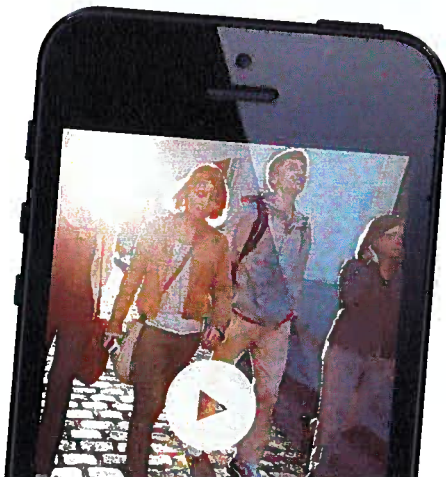
And the experience begins long before you get your passport stamped and meet your Tour Director in your arrival city. It begins the moment you decide to go. Whether it's connecting with other travelers on Facebook, Twitter, or Instagram, or delving deeper into your destinations with our personalized learning experience, the excitement will hit you long before you pack your suitcase.

When your group arrives abroad, everything is taken care of so you can relax and enjoy the experience. Your full-time Tour Director is with your group around the clock, handling local transportation, hotels, and meals while also providing their own insight into the local history and culture. Expert local guides will lead your group on sightseeing tours, providing detailed views on history, art, architecture, or anything you may have a question about.

When your journey is over and you're unpacking your suitcase at home, you'll realize the benefits of your life-changing experience do not end. They have just begun.

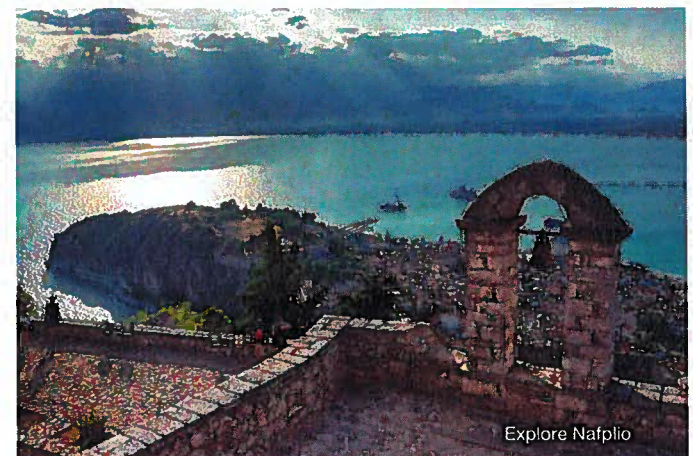
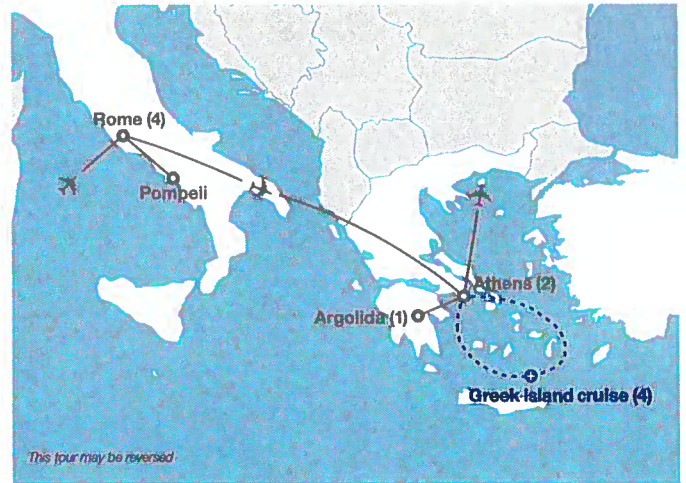
@EFtours I attribute my college semester abroad to the love for travel I discovered on an EF Tour in high school #traveltuesday

— MELISSA, TRAVELER



CHECK OUT WHAT A TOUR IS ALL ABOUT
Watch the videos at eftours.com/

Your teacher's Tour Website



What you'll experience on your tour

Day 1: Fly overnight to Italy

Day 2: Rome

- Meet your Tour Director at the airport in Rome, a city that integrates its past into the present better than any other. During your stay, explore the world's most famous arena, the Colosseum, where you can almost hear the stamping feet of the crowds gathered for gladiatorial combat. Nearby, the Roman Forum marks the former heart of the Roman Empire. Julius Caesar gave many of his great political speeches there. On your visit to Vatican City, marvel at Michelangelo's breathtaking ceiling in the Sistine Chapel and look out for the colorful uniforms of the Swiss Guard, protectors of Vatican City. Before you say *arrivederci*, toss a coin into the Trevi Fountain to ensure a return trip to the Eternal City.

Day 3: Rome

- Take an expert-led tour of Rome.
- Visit the Colosseum and the Roman Forum.
- Take a self-guided walking tour of Rome and see the Trevi Fountain, Pantheon, Piazza Navona, and Spanish Steps.

Day 4: Rome

- Take an expert-led tour of Vatican City.
- Visit the Sistine Chapel and St. Peter's Basilica.
- Enjoy time to see more of Rome or [visit the Roman Catacombs](#).

Day 5: Pompeii | Rome

- Take an expert-led tour of Pompeii.
- Visit the Pompeii Roman ruins. Once a city of ancient prosperity, many wealthy Romans established their homes here thousands of years ago. When neighboring Mount Vesuvius erupted in A.D. 79, it cloaked the Roman resort in volcanic ash, perfectly preserving the minutiae of daily life. The buildings and artifacts left behind make this one of the richest archaeological sites in the world. See the fully excavated ruins of the town's ancient temples, forum, and theater. Of Pompeii's three bathhouses, the Stabian Baths was the largest complex. Learn about their ingenious heating method—one of the earliest examples of its kind—that brought hot water to visitors.
- Return to Rome.

Day 6: Rome | Athens | Argolida

- Fly from Rome to Athens.
- See the Corinth Canal.
- Take a boat ride through Nafplio Bay (weather permitting).

Day 7: Argolida | Epidaurus | Mycenae | Athens

- Take expert-led tours of Epidaurus (seasonal) and Mycenae on your way to Athens.
- Partake in a hands-on pottery workshop in Mycenae.
- Continue on to Athens and discover the ancient city named for Athena, goddess of war and wisdom. During your stay, you'll visit the Acropolis to view the Parthenon, perhaps the world's greatest architectural feat. See the Temple of Athena Nike, which once housed a gold statue of the goddess, her wings clipped to prevent her from deserting the city. Snap a picture of the Presidential Guard in traditional costume, then pass the stadium that hosted the first modern Olympics in 1896. You'll also have the chance to visit Hadrian's Arch and the Temple of Olympian Zeus, built in 515 B.C. to honor the most powerful of all Greek gods.

Day 8: Athens

- Take an expert-led tour of Athens and explore the Olympic Stadium.
- Visit the Acropolis and see the Parthenon and Temple of Athena Nike.
- Explore the Acropolis Museum.
- Take a walking tour of Athens through the Plaka District.
- Time to explore more of Athens or [attend a Greek evening](#).

Day 9: Depart for home

[4-DAY TOUR EXTENSION](#)

Days 9–12: Greek island cruise

- Board your cruise ship for a four-day adventure that will take you to the islands and coastal towns of Greece. A three-island shore excursion package is included, featuring incredible sights that perfectly complement your comprehensive itinerary. White sand beaches helped make these destinations prized (and disputed) territories, while Turkish, Roman, and Greek influences helped shape the unique blend of cultures you'll encounter. You'll also enjoy on-board activities as you sail the beautiful crystalline waters.

Day 13: Depart for home

This was a fantastic trip! Italy and Greece were both amazing and it was awesome to see such landmarks as the Colosseum, Pompeii, and the Parthenon. I love travelling with EF, they take care of all the details and ensure your group has a great experience.

– JEREMY, GROUP LEADER



Tour review

TOP THREE THINGS I WILL SEE, DO, TRY OR EXPLORE

1. _____
2. _____
3. _____

— The easiest ways to —
ENROLL TODAY



Enroll on our website
eftours.com/enroll



Enroll by phone
800-665-5364



Enroll by mail
EF Educational Tours
Two Education Circle
Cambridge, MA 02141

My daughter has gained such an amazing view of the world and history from this experience. She has not stopped talking since I picked her up at the airport. Thank you for all the organization, helpful hints, flexible payment plan, and knowledgeable tour guides.

—CHARLOTTE, PARENT OF TRAVELER

 Tour review

THE WORLD LEADER IN INTERNATIONAL EDUCATION

For over 55 years, EF has been working toward one global mission: *Opening the World Through Education*. Your teacher has partnered with EF because of our unmatched worldwide presence, our focus on affordability, and our commitment to providing experiences that teach critical thinking, problem solving, collaboration, and global competence. What's more:

- **We always offer the lowest prices** so more students can travel.
- **We're fully accredited, just like your school**, so you can earn credit while on tour.
- **All of our educational tours feature experiential learning activities** and visits to the best sites.
- **We're completely committed to your safety.** We have more than 600 schools and offices in over 50 countries around the world, so local EF staff members can react quickly and in person wherever you travel.
- **Your full-time Tour Director is with your group** every step of the way on tour, providing insight about your destinations as well as great local tips.



[< Help Center: Payments & policies](#)

EF's industry-leading safety & coverage programs for 2024 tours and beyond

When you decide to travel with EF, we want you to feel secure in that decision. That's why as the world changes, so do we. Below are a range of policies and programs designed to flex to meet our travelers' specific needs—no matter where they are in the planning process.

Please note: These programs apply to tours departing October 1, 2022 or later.

[Lea esta página en español](#)

We're covering:

1. Safety First Program
2. Risk-Free Enrollment Period
3. Individual Coverage
4. Peace of Mind Program
5. Liability Coverage

Safety First Program

Provided to all groups

This program was created to provide the safest possible tour experience for our customers.

EF's unmatched global presence

With 600 schools and offices in 50 countries worldwide, including regional offices dedicated to on-tour support, our global presence is truly unmatched. Our 50,000+ staff and faculty members around the world provide a local presence and are able to react quickly and in person where necessary. Plus, the staff in each office and school are trained to respond to a wide range of emergency situations.

Dedicated Emergency Service and Incident Response Teams



EF's Emergency Service & Support Team is available 24/7 to resolve any issue, from a missed flight to a lost passport to more serious on-tour incidents. They also facilitate communication between travelers and families in the event of an emergency at home. The Emergency Service & Support Team is made up of highly trained, dedicated EF staff based in our Boston, Denver, and Austin offices who are equipped to solve problems and answer questions that may come up, even outside of regular business hours. This team also maintains direct communication with our Operations Safety & Incident Response Team to jointly solve issues as needed.

Background checks on adult travelers

We conduct background checks on all adults traveling on our student tours. This is meant to help provide a safer tour experience for all travelers, and is a similar process to what many school districts implement for adults who volunteer in schools or chaperone school activities. Background checks take place through a secure process that is meant to specifically identify individuals who could present a risk to student travelers while on tour.

Risk-Free Enrollment Period

New travelers traveling on or after October 1, 2024, who enroll during the Early Enrollment period can cancel within 30 days after enrollment for a full refund of 100% of the money paid to EF. To be eligible, the traveler must enroll at least 30 days prior to the scheduled departure date. Travelers must pay in full or enroll in our Automatic Payment Plan and must remain either paid in full or enrolled in our Automatic Payment Plan and in good financial standing at the time of cancellation to remain eligible.

 Hi! Let's chat! / ¡Hola!
 ¡Charlemos!

Individual Coverage

Travelers can choose to enroll in one of the Global Travel Protection plans, both of which are designed specifically with EF travelers in mind. These affordable plans provide pre-departure and on-tour benefits, including medical expense coverage that may apply on tour and tour cancellation for the stated reasons below. Please read on for additional coverage details, as well as deadlines to purchase each Global Travel Protection plan.



	GLOBAL TRAVEL PROTECTION	GLOBAL TRAVEL PROTECTION PLUS
COVERAGE		
Program cancellation	Covered for limited and pre-defined reasons	Any reason up to 24 hours prior to departure
Program interruption	✓	✓
Illness & accident	✓	✓
Baggage & property	✓	✓
Flight delay	✓	✓
Emergency evacuation	✓	✓

Global Travel Protection Plan

Cost: \$190*

Can be added from the time of enrollment up until 45 days before departure. To purchase this plan, log in to your EF account here.

Trip Cancellation coverage**

This plan includes Trip Cancellation coverage. If a traveler needs to cancel a trip due to reasons specified in the plan, this reimburses non-refundable pre-paid payments.

Illness and accident coverage

Provides benefits related to hospital bills, doctors' fees, and medical transportation associated with on-tour illnesses or injuries, as well as travel and accommodation expenses for a family member to be with your child while hospitalized in the event of a life-threatening illness.

Trip Interruption coverage

This plan includes Trip Interruption coverage. If a traveler needs to interrupt a tour due to serious injury or illness, this provides a benefit.

Protection for your belongings

Coverage for baggage in cases of theft or delay.

Trip delay coverage

Coverage for expenses due to trip delays (lodging, food, and other reasonable expenses plus limited reimbursement of unused, forfeited, prepaid non-refundable payments for travel arrangements).

Emergency evacuation coverages

This plan includes coverages that can provide a benefit in the unlikely event a traveler should need to return home unexpectedly due to a natural disaster or unrest.

Non-Refundable Fees are outlined in EF's Booking Conditions.

***The Global Travel Protection plan includes insured components that are underwritten by United States Fire Insurance Company, a cancellation fee waiver benefit provided by EF Educational Tours, and non-insurance assistance services provided by Falck Global Assistance. You can find further details of the policy, coverage limits, and exclusions here. The Global Travel Protection plan becomes non-refundable after any of the following occur: when you depart on your tour, when you file a claim, or 10 days after payment.*

**\$190 is the current price for tours departing on or after October 1, 2023.*

Global Travel Protection Plus Plan

Cost: **\$590***

*The Global Travel Protection Plus plan must be purchased when you book your tour. To purchase this plan, please call **800-665-5364** to speak with one of our Traveler Support Specialists.*

Cancel for Any Reason**

The Global Travel Protection Plus plan provides a refund of the Program Price (minus the cost of the plan and other non-refundable fees) if your child needs to cancel their tour up to 24 hours prior to departure for any reason.

Illness and accident coverage

Provides benefits related to hospital bills, doctors' fees, and medical transportation associated with on-tour illnesses or injuries, as well as travel and accommodation expenses for a family member to be with your child while hospitalized in the event of a life-threatening illness. Subject to policy limits and exclusions.

Trip Interruption coverage

This plan includes Trip Interruption coverage. If a traveler needs to interrupt a tour due to serious injury or illness, this provides a benefit.

Protection for your belongings

Coverage for baggage in cases of theft or delay.

Trip delay coverage

Coverage for expenses due to trip delays (lodging, food, and other reasonable expenses plus limited reimbursement of unused, forfeited, prepaid non-refundable payments for travel arrangements).

Emergency evacuation coverages

This plan includes coverages that can provide a benefit in the unlikely event a traveler should need to return home unexpectedly due to a natural disaster or unrest.

Non-Refundable Fees are outlined in EF's Booking Conditions.

**\$590 is the current price for travelers who enrolled on or after Jan 1, 2024, and are traveling on or after October 1, 2024.*

***The Global Travel Protection Plus plan includes insured components that are underwritten by United States Fire Insurance Company and non-insurance assistance services provided by Falck Global Assistance. The Global Travel Protection Plus plan also includes a non-insurance Cancel for Any Reason waiver benefit provided by EF Educational Tours. The non-insurance Cancel for Any Reason waiver benefit provided by EF Educational Tours provides a cash refund for trip costs paid to EF Educational Tours for cancellation prior to departure. For plans issued in New York, customers can purchase the non-insurance Cancel for Any Reason waiver separately from the rest of the travel protection plan. For further details, please contact Risk Strategies at 877-974-7462 ext. 321. The Global Travel Protection Plus plan becomes non-refundable after any of the following occur: when you depart on your tour, when you file a claim, or 10 days after payment.*

For additional details regarding the insurance components of this plan, underwritten by US Fire Insurance Company, including coverage limits and a full list of exclusions, please visit this page. For information on filing a claim, visit the Filing a Claim article.

Peace of Mind Program

Provided to all groups

We understand that plans can change due to unforeseen circumstances. EF provides an exclusive Peace of Mind program to account for such situations. This program is automatically included for all travelers and can be enacted at the group level for any reason, including terrorism, pandemics, or other world events.

For groups travelling before October 1, 2025, your Group Leader may choose from the following options:

45 days or more prior to departure:

- Work with EF to modify your group's current tour itinerary and dates, or find a new tour and apply all money paid to the new tour
- Cancel your tour and all travelers will receive a transferable Future Travel Voucher in the amount of all monies paid for the original tour, less the cost of any purchased Travel Protection plan
- Cancel your tour with applicable fees under the Standard Cancellation Policy

44 days or less prior to departure:

- If any location(s) included in the group's itinerary is newly designated as a Travel Advisory Level 4 by the U.S. Department of State; or a U.S. federal or state governmental authority has newly imposed a travel ban to your destination, or newly issued an order requiring a self-quarantine for travelers in your group upon arrival to a location on your itinerary or upon return home from a location on your group's itinerary; your Group Leader or the individual traveler may choose not to depart on the tour as scheduled and will have the same Peace of Mind options set forth above.

For groups traveling on or after October 1, 2025, your Group Leader may choose from the following options:

60 days or more prior to departure:

- Work with EF to modify your group's current tour itinerary and dates, or find a new tour and apply all money paid to the new tour
- Cancel your tour and all travelers will receive a transferable Future Travel Voucher in the amount of all monies paid for the original tour, less the cost of any purchased Travel Protection plan
- Cancel your tour with applicable fees under the Standard Cancellation Policy

59 days or less prior to departure:

- If any location(s) included in the group's itinerary is newly designated as a Travel Advisory Level 4 by the U.S. Department of State; or a U.S. federal or state governmental authority has newly imposed a travel ban to your destination, or newly issued an order requiring a self-quarantine for travelers in your group upon arrival to a location on your itinerary or upon return home from a location on your group's itinerary; your Group Leader or the individual traveler may choose not to depart on the tour as scheduled and will have the same Peace of Mind options set forth above.

Terms & Conditions

Benefits of the Peace of Mind program are only available to the entire group and not to individual travelers unless specifically indicated. Travelers missing any payment deadlines must pay any incurred late fees to qualify for this program.

Revised tours must depart within one year of the original tour. If the revised tour has a higher price than the original tour, travelers will be required to pay the difference as a condition of traveling on the revised tour. If EF cannot accommodate a revised tour request and/or the group decides not to travel on the original tour, then the group may opt for future travel vouchers. If the group does not travel on the original tour, travel on a revised tour, or receive a Future Travel Voucher, standard cancellation fees will apply.

Travelers canceling from a revised tour will be charged a cancellation fee based on the date that the original tour was revised or the date of cancellation from the revised tour, whichever is higher. EF will make every effort to accommodate revised tour requests.

Future Travel Vouchers are valid up to 25 months from the month of the original tour's scheduled departure. Future Travel Vouchers are transferrable at the face value of the voucher to members of the traveler's immediate family or school community. The Future Travel Voucher is not a merchandise credit or a gift certificate and may not be redeemed for cash unless specifically noted on the voucher. Travelers who had booked their program by redeeming a previously issued Future Travel Voucher may have different terms and options available to them based on the originally issued voucher terms.

General Liability Coverage

Provided to all Group Leaders and Schools

All Group Leaders, schools, and districts who travel with EF are added as additional insureds under our \$50 million General Liability Policy, whether or not the tour is considered a school event. This policy helps safeguard Group Leaders, schools, and districts in case of claims related to covered on-tour incidents such as third party personal injury or property damage and provides a legal defense and covers associated legal fees. Policy terms, conditions, and exclusions apply.

Related Articles



Payment plans



Peace of Mind Program

⁹¹
We're here to help

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General Terms and Conditions

These Booking Conditions are valid for all EF tours departing after October 1, 2025. All tours are operated outside of the U.S. by EF Education First International, Ltd., Switzerland. EF Institute for Cultural Exchange, Inc. is a marketing service provider for that company and is referred herein together with EF Education First International, Ltd. as "EF."

WHAT'S INCLUDED IN THE PROGRAM PRICE?

- Round-trip airfare
- Accommodations in hotels with private bathrooms
- A Tour Director available 24 hours a day from when you arrive until you depart
- Breakfast and dinner daily in Europe. (For non-European destinations different meal plans may apply.)
- Sightseeing tours and excursions led by licensed local guides as specified
- Airport transfers and transportation between destination cities
- Transportation to all included activities
- Entrance fees and theater tickets as specified
- EF walking tours and Tour Director-led sightseeing as specified
- Cruises, trains, or ferries as specified
- Adult supplement (if applicable)
- 24-hour worldwide emergency service
- Support from EF representatives abroad
- EF backpack for each tour

The above apply to all tours unless otherwise noted on the tour itinerary. If we ever fail to provide you with any of the above, we will refund you its value upon your return from the tour.

WHAT'S NOT INCLUDED IN THE PRICE?

- Rooming supplement (if applicable)
- Optional excursions (except where indicated)
- Global Travel Protection plan or Global Travel Protection Plus plan (except where indicated)
- Beverages and lunches (except where indicated)
- Transportation to free-time activities
- Customary gratuities (for your Tour Director, bus drivers, and local guides)
- Portage
- Any applicable baggage-handling fees imposed by the airlines (see eftours.com/baggage for complete details)
- Expenses caused by airline rescheduling, cancellations, or delays caused by the airlines, bad weather, or events beyond EF's control
- Passport, visa, and reciprocity fees or any other fees associated with entry to or exit from a specific destination

GROUP TRAVEL

How does group travel work?

We believe that all students should have the opportunity to travel, which means we do everything we can to keep our program prices the lowest in the industry without sacrificing quality. One of the ways we do that is by combining groups to fill a tour bus so that all travelers help cover the costs of the bus, the Tour Director, local guides, etc. Consolidating groups also allows travelers to meet students from other schools, although groups may not be of the same age level.

Therefore, in order for everyone to travel for the lowest price possible, group travel requires some flexibility. Each Group Leader submits their group's preferred tour choices and travel dates at the beginning of the planning process, and then we book the groups with the same requested tours on one specific departure date. Because EF is the largest student travel provider, it's rare that groups do not travel on their first-choice tour. However, on occasion, we may need to book your group on the backup tour your Group Leader selected at the beginning of the planning process. In the event we cannot offer for booking a tour comparable to your first-choice tour or your backup tour, your Group Leader may select an alternative tour or elect for the entire group to receive a full refund. Once a program is booked, however, EF's

Standard Cancellation Policy will apply. EF strives to keep departure dates within one day of the requested date for tours departing October through April and within three days of the requested date for tours departing May through September. Your final tour itinerary and travel dates will be confirmed approximately two months prior to departure. In enrolling on a group travel program, you are also making the decision to travel with your chosen Group Leader who retains the ability to change the requested tour itinerary or travel dates on your and your group's behalf.

Anything else I need to know about my itinerary?

Depending on your travel dates, it may become necessary to modify aspects of your itinerary for reasons outside of EF's control. This may involve changing the order in which cities are visited, altering your length of stay in a city or country, using an alternate airport, or modifying planned activities or entrances. On certain days, especially holidays or peak travel periods, some tour inclusions may be unavailable. In such cases, we will either substitute different inclusions or provide a refund for missed inclusions after the tour. Tours are designed for students, as reflected in the pacing, accommodations, and other aspects of the tour.

PRIVATE GROUPS

What if my group wants to travel on our own without being consolidated?

If you want the privacy of your own tour bus and Tour Director, you can choose to travel as a private group. This option is available for an additional fee, which varies based on the final number of paying travelers. If your group fills a standard-size tour bus, the private group option is free. The itinerary may not be modified while on tour (i.e., you do not have the tour bus at your disposal); however, you are able to make certain tour modifications prior to the tour departure. Although your base itinerary will include only your group, you may be consolidated with others during optional excursions. Also, due to flight and hotel availability, we require the same departure date flexibility as described above. Please let EF know prior to your first enrollment if you would like to be a private group. The final decision to travel as a private or consolidated group needs to be received by 180 days prior to departure.

What if my group is traveling on a customized tour?

If your group is traveling on a customized tour, you will automatically be traveling as a private group. The tour price for your customized tour can fluctuate based on the group size and will be finalized based on the number of paying travelers at the time of departure.

ENROLLMENT

EF incurs substantial non-recoverable staff costs and other expenses from the time of initial enrollment in processing traveler applications, beginning the planning and preparation needed for your and your group's tour program, and offering flexible policies like the Peace of Mind program and eligibility for discounts on other EF programs. As a result, all travelers must pay a non-refundable, non-transferable \$95 enrollment fee to complete their enrollment. All traveler enrollment applications must be received by EF by at least 110 days prior to departure. All accessibility or service animal requests must be received by EF by at least 110 days prior to departure.

What is the cost of a name correction?

Travelers must provide their complete first, middle, and last names and dates of birth as they appear (or will appear) on their passports. Any corrections to match passport names made after 110 days prior to departure require that we change the flight reservation, resulting in a minimum fee of \$200 per airline up to the cost of a new published fare ticket. This may also result in a different flight itinerary from the rest of the group and travelers younger than 15 years old are not permitted to travel without the group unless accompanied by an adult. Travelers who have not yet applied for a passport should provide their full name and date of birth as they appear on their birth certificate.

How do travelers enroll?

Enrollment Applications and payment can be submitted to EF in any of the following ways:

- Online: eftours.com/enroll
- Phone: 800-665-5364
- Mail:
EF Educational Tours
EF Center Boston
Two Education Circle
Cambridge, MA 02141

For your convenience, travelers are automatically enrolled in paperless billing. Travelers who prefer to receive invoices by mail may request this by logging into their account at eftours.com or by calling 800-665-5364.

Can a traveler enroll on a waitlist if the tour is full?

A waitlist will be offered for full tours. The \$95 enrollment fee is required to enroll on a waitlist and becomes non-refundable upon EF's confirmation of enrollment. If the applicant chooses to enroll on the waitlist, and then space becomes available on the tour, EF's manual payment plan and cancellation policies apply immediately. If space is not available by 14 days prior to departure or if the applicant cancels from the waitlist, the \$95 non-refundable enrollment fee will be refunded.

Can children under 11 go on tour?

We do not allow children under the age of 6 to travel with us. Travelers ages 6-10 must have an adult chaperone other than the Group Leader and will have to room with that chaperone. Travelers may choose to stay in a family room (a room with two twin beds and a cot) or in a twin (a room with two beds). Applicable fees will apply.

Can adults go on tour?

EF's published program prices are based on student rates for transportation, admissions, accommodations, etc. We welcome adults (those age 20 and older, including those who will turn 20 while on tour) but have to charge a per-person flat fee supplement of \$100 plus \$90 per night of the tour to cover the difference between student and adult rates. Adults will pay an additional \$30 per night for the sea portion of their tour on overnight ferries and cruises, where applicable. Please see next page for information on adult rooming. Group Leaders have the right to refuse or cancel an adult's registration at their sole discretion. Groups comprised of a majority of adults must select the private group option. All adult travelers will be required to complete a background check through a third-party company prior to traveling. EF reserves the right to cancel any traveler if it determines the results pose a risk to the group's safety or wellbeing.

LATE ENROLLMENTS**Can a traveler enroll after 110 days prior to departure?**

Yes. A traveler may submit a late enrollment request 109 days to 14 days prior to departure. The traveler must enroll on the tour, pay a non-refundable \$200 late enrollment fee, and make full payment of the current program fee. The traveler will be placed on a waiting list while we check bus, flight, and hotel availability. The traveler is responsible for any additional charges that may apply. We may also offer an alternate flight to meet up with the tour or the option of arranging your own flight and buying the land-only portion of the tour. In some cases, entrance tickets may no longer be available to a late enrolling traveler and no refund will be available.

If we are unable to place the traveler on a tour or the traveler does not wish to pay the additional charges, the traveler may cancel their enrollment request and receive a full refund, including the \$200 late enrollment fee and \$95 enrollment fee.

PASSPORTS, VISAS, OTHER TRAVEL DOCUMENTS & ENTRY REQUIREMENTS

Each traveler is solely responsible for obtaining prior to departure a valid passport, applicable visas, and any other required travel documents, as well as verifying and satisfying the entry and exit requirements necessary for each destination of the tour itinerary. This may include required medical documents, testing, or proof of vaccinations (including any requirement to provide proof of full and up to date COVID-19 vaccination). All U.S. passports must be valid for at least six months following the tour's return date, and travelers will need to provide passport information to EF by 110 days prior to departure. Non-U.S. citizens will need to contact the embassy or consulate of their destination countries to ensure they meet specific entry requirements. Remember to check your itinerary carefully for all countries that will be visited (including countries visited in transit). Visit the U.S. Department of State's travel website at www.travel.state.gov for more information. If a traveler is unable to obtain these travel documents or meet any applicable entry or exit requirement, EF's Standard Cancellation Policy will apply and travelers will be solely responsible for any incurred expenses.

CAN I HELP PROTECT MY INVESTMENT?**Global Travel Protection plan**

Travelers can help protect their investment from the unexpected with the offered Global Travel Protection plan. Designed specifically with EF travelers in mind, this plan includes both pre and post departure benefits, which includes medical expense coverage that may apply on tour and tour cancellation for stated reasons such as serious injury or illness or financial hardship due to job loss. All benefits are subject to the limits, terms, and exclusions of the policy available at <https://riskstrategiestravel.com/efeducationaltours/>. Learn more at eftours.com/protection. The Global Travel Protection plan becomes non-refundable after any of the following occur: when you depart on your tour, when you file a claim, or 359 days prior to departure.

Global Travel Protection Plus plan

Along with providing the same benefits in the standard Global Travel Protection plan, travelers who purchase the Global Travel Protection Plus plan receive additional pre-

tour cancellation benefits. Travelers are able to cancel their tour up to 24 hours prior to departure for any reason and receive a refund of their tour program cost (less the cost of the plan, the non-refundable enrollment fee, and other Non-Refundable Fees) through this EF provided cancel for any reason waiver benefit. Learn more at eftours.com/protection. The Global Travel Protection Plus plan must be purchased at the time of enrollment and is non-refundable after any of the following occur: when you depart on your tour, when you file a claim, or 359 days prior to departure.

FLIGHT INFORMATION**Which airlines are used by EF?**

EF reserves seats on FAA, or similar international governing body, certified commercial and charter airline carriers. Due to the nature of EF's airline contracts, air arrangements may be subject to change and subject to certain constraints including, but not limited to, the availability of certain routings, travel times, and direct or non-stop flights.

What will my flights be like?

We always do our best to provide the most direct route to your destination city. However, due to available flight routings, we cannot guarantee non-stop or direct flights. Sometimes, groups may travel on an overnight red-eye flight, departing the evening before the tour is scheduled to begin. In rare cases, groups may have a domestic and/or international overnight, layover, and/or bus transfer. Based on seat availability and the size of the plane, we may not be able to accommodate all members of a group on the same flight, in which case the Group Leader will determine, where practical, which flight itinerary each traveler will travel. In such instances that a traveler is not satisfied with their flight assignment, standard cancellation fees apply.

Can I make modifications to my flight itinerary or seat assignment?

EF's group contracts do not allow upgrades, stopovers, or the accrual of frequent flier miles. EF and the airlines are not able to accommodate seat changes, upgrades, or modifications for group and/or individual bookings. We are not able to pre-assign seating. Seat assignments will be provided upon check-in. Depending on your group's size, travelers may or may not sit together. Some countries may require aircraft insecticide treatment for inbound foreign flights. A list of such countries is available at eftours.com/insecticide.

Do I have to travel on all legs of my flight itinerary?

You must travel on all legs of your itinerary. If you do not travel on a portion of your flights, the remaining portions will be cancelled. You will be responsible for purchasing a new ticket as well as for any service fees charged by the airlines.

What happens if my flight is delayed?

EF is not responsible for airline schedule changes or mechanical, weather, or capacity-related flight delays; however, visit eftours.com/protection for benefits offered in the Global Travel Protection plan and Global Travel Protection Plus plan.

Are any airports interchangeable?

Flights to and from the following destinations may originate/end at any of the airports in that vicinity. On occasion, the tour may return to a different airport than the one you departed from.

- Chicago: O'Hare or Midway
- Dallas: Dallas/Fort Worth or Dallas Love Field
- Houston: George Bush Intercontinental or Hobby
- Miami: Fort Lauderdale or Miami
- New York: LaGuardia, JFK, or Newark
- San Francisco: Oakland, San Jose, or San Francisco
- Washington, D.C./Baltimore: BWI, Dulles, or Ronald Reagan National
- Los Angeles: Los Angeles, Ontario, Burbank, or Santa Ana
- Ireland: Cork, Shannon, or Dublin
- Scotland: Edinburgh or Glasgow
- London: Heathrow or London City
- Paris: Charles de Gaulle or Orly
- Milan: Linate or Malpensa
- Tokyo: Narita or Haneda
- Osaka: Itami or Kansai
- Seoul: Incheon or Gimpo

Are there flight restrictions for travelers under 18?

Anyone younger than 18 years old traveling apart from the group without an adult companion must contact each airline on the minor's itinerary and may need to register as an unaccompanied minor per the airlines' policies. Any resulting fees will be assessed by the airlines and are the responsibility of the traveler. Travelers younger than 15 years old are not permitted to do individual special travel unless accompanied by an adult traveling on the tour. Additionally, travelers younger than 18 years old are not permitted to travel land-only unless accompanied by an adult traveling on the tour.

SPECIAL TRAVEL REQUESTS

EF is happy to provide stay-ahead/stay-behind options, alternate departure airports, and land-only tours for individual travelers or the whole group. If you have requested special travel arrangements, EF cannot guarantee that you will fly with your group in either direction.

What if the whole group wants to do a stay-ahead or stay-behind?

Where possible, EF will provide altered flight and/or land arrangements for a group of at least six paying travelers plus the Group Leader. Each traveler will have to pay any additional air and/or land costs. The Group Leader should submit one request for the whole group, which needs to be received prior to the first enrollment.

What if only one traveler has a special travel request?

Individual special travel requests should be submitted online at eftours.com by 110 days prior to departure. Please keep in mind that you should not make any actual arrangements—such as booking a flight or hotel—until your final tour itinerary and departure date have been finalized (around 60 days prior to departure). A \$200 service fee plus any additional air and/or land costs will be charged. Travelers younger than 15 years old are not permitted to do individual special travel unless accompanied by an adult traveling on the tour.

What are the types of individual special travel requests?

- Individual stay-ahead/stay-behind option: Where possible, EF will provide altered flight arrangements, according to a traveler's request. Travelers are responsible for making their own arrangements to and from the hotel or airport as well as all land arrangements pertaining to their individual itinerary.
- Alternate departure airports: Program prices are based on group departures. If an individual chooses to fly out of a different airport than the group, the program price of the alternate airport will apply. Travelers must depart from and return to the same domestic airport. Travelers are responsible for making their own arrangements to and from the hotel or airport as well as all land arrangements pertaining to their individual itinerary.
- Land-only tours: On certain tours, travelers have the option to make their own flight arrangements and join the tour at the first hotel on the itinerary. Travelers are responsible for making their own arrangements to and from the hotel or airport. In this case, the program price will be reduced depending on the length and destination of the tour. EF is not responsible for any travel-related delays or inconveniences for land-only travelers. Additionally, travelers younger than 18 years old are not permitted to travel land-only unless accompanied by an adult traveling on the tour.

EXCURSIONS**What are excursions?**

EF offers these activities in addition to what is already included on the itinerary. Most Group Leaders choose to add excursions to all traveler accounts. If only part of the group plans to attend a planned excursion, the Group Leader must ensure that either a chaperone or Group Leader is available to supervise both parts of the split group.

When should I purchase excursions?

To secure a discounted price, most excursions need to be purchased by 50 days prior to departure (70 days for Versailles). Some excursions may be purchased on tour, though at an increased price.

Are excursions refundable?

If EF cancels an excursion (due to low enrollment, for example), travelers will receive a full refund for the excursion after returning home from tour. To receive a refund for an excursion that you simply no longer wish to be enrolled in, you must let us know by 50 days prior to departure or no refund will be given.

ROOMING

EF handles final rooming assignments for all travelers. We make rooming assignments based on the gender identified on your passport. If you tell us you identify as a different gender or prefer alternate arrangements based on your sexual orientation, we will work to accommodate you at no additional cost. Please ensure that all rooming requests are submitted by 110 days prior to departure.

How are students roomed?

Students will room in triples or quads with others of the same gender from the entire tour group. This means that students from different schools may room together. EF uses hotels with rooms that contain two double beds (beds for two people). Two students are expected to share each bed.

Can students request a twin room?

Students may request twin accommodations (a hotel room with two single beds) by submitting the name of their roommate. The following additional fees will apply:

- \$90 per hotel night per student
- \$120 per ferry or cruise night per student

How are adults roomed?

Adults are placed in twin accommodations (a hotel room with two single beds) with another adult of the same gender from the entire tour group, unless the name of a roommate has been provided. This will mean that adults from different schools/organizations may room together.

Can adults request a room with a double bed?

Adults can request double-bed accommodations (a room with one bed for two people) by providing EF with the name of their roommate by 110 days prior to departure.

Can adults request a single room?

Adults can request a single room for an additional \$90 per hotel, cruise, or ferry night. This fee is in addition to the standard adult supplement fees covered on the previous page.

MISCELLANEOUS**When does the tour officially start and end?**

Each tour begins with the take-off from the departure airport and ends when the flight lands at the return airport. For those making their own flight arrangements, the tour begins upon arrival at the first EF hotel and ends upon departure from the last EF hotel, according to the itinerary. The official length of an EF tour does not include stay-ahead, stay-behind, or any optional periods or activities when travelers are not escorted by a Tour Director.

What if a refund is due?

Where applicable, refunds for overpayment or credit will be issued upon request and after the most recent payment has been in the traveler's account for 21 days. Refunds will be issued back to the original form of payment unless that is no longer valid, in which case a refund check will be issued in the name that appears on the traveler's account. All refunds (electronic or paper) are issued 4-6 weeks after the request has been processed. There will be a non-refundable \$50 stop-payment fee for lost refund checks.

Non-Refundable Fees

Non-Refundable Fees are defined as the Enrollment Fee (\$95), Global Travel Protection plan cost, Global Travel Protection Plus plan cost and Manual Payment Plan Fee as well as any late fees, late enrollment fees, Automatic Payment Plan decline charges, return check/direct debit fees, late special travel request fees and canceled check fees which have been applied to the account at the time of cancellation.

What about lost belongings?

EF is not responsible for loss of passports, airline tickets, or other documents, or for loss of or damage to luggage or any other passenger belongings. EF cannot facilitate retrieval of the lost items and/or their delivery to the traveler. In the case of lost travel documents, the traveler is solely responsible for meeting the airline's requirements (both logistical and financial) for ticket replacement. Should a traveler lose their passport during the tour, they are responsible for the costs of any additional hotel or flight costs associated with their trip delay while a replacement passport is in process. If the traveler is a minor, the traveler's parents are also responsible for any additional hotel or flight costs for the chaperone supervising the student during the trip delay.

What about travelers with food allergies?

EF recognizes that some travelers may have severe food allergies. We will do our best to ensure that our suppliers are informed of the situation, but we cannot guarantee that all requests will be accommodated. Travelers are responsible for making their own arrangements for all in-flight meals.

What items are prohibited from tour?

For the safety and well-being of all travelers, no firearms or any other weapons are permitted on tour except as required by law.

What if my tour dates do not fall in the range covered by these Booking Conditions?

Visit eftours.com/bc for the most recent version of the latest travel year's Booking Conditions.

PERSONAL DATA

EF will process your personal data in compliance with applicable data protection legislation for the purposes of completing your enrollment, customer service, the purchase of an offered travel protection plan, and providing you with the products and services related to your tour. This may entail sharing your personal data with corporate affiliates, claims handlers, insurance providers, and other business partners both within and outside the U.S., including to and within the EEA/Switzerland. We have put appropriate safeguards in place for such transfers of your personal data, including the standard data protection clauses adopted by the European Commission. EF may also use your personal data, combined with data from third-parties, to market products and services based on your interests, including by email and SMS/text. You may contact EF at any time to unsubscribe from any direct marketing purposes.

We will only keep your personal data for as long as it is necessary for the purposes for which it has been collected or in accordance with time limits stipulated by law and good market practice, unless further retention is necessary for compliance with a legal obligation or for the establishment, exercise or defense of legal claims. We will keep your personal data for marketing purposes until you withdraw your consent.

If you have questions about the processing or use of your personal data, would like to have a copy of the information EF holds about you, or have inaccurate personal data corrected or erased, please contact Traveler Support at 800-665-5364.

PROTECTION FOR TRAVELERS' PAYMENTS

Traveler's tour money has protection in the unlikely event of EF bankruptcy, insolvency, or cessation of business under our participation in the United States Tour Operators Association (USTOA) \$1 Million Travelers Assistance Program. For program details and a list of its affiliates, contact USTOA by mail at 275 Madison Avenue, Suite 2014, NY, NY 10016, by email at information@ustoa.com, or online at USTOA.com.

Cancellations and Modifications**STANDARD CANCELLATION POLICY**

The cancellation policies outlined below take into consideration the costs EF incurs often years before groups ever depart. Notice of cancellation from an EF tour will only be accepted from the traveler, their legal guardian, or the Group Leader. The date of cancellation will be determined by the date on which EF receives notice. In order to qualify for refunds in accordance with EF's Standard Cancellation Policy, all payments must be received on time.

EF's Standard Cancellation Policy*

- *360 days or more prior to departure:* Full refund less the \$95 non-refundable enrollment fee, all Non-Refundable Fees, and a \$100 cancellation fee.
- *359 to 180 days or more prior to departure:* Full refund less the \$95 non-refundable enrollment fee, all Non-Refundable Fees, and a \$300 cancellation fee.
- *179 to 110 days prior to departure:* Full refund less the \$95 non-refundable enrollment fee, all Non-Refundable Fees, and a \$500 cancellation fee.
- *109 to 60 days prior to departure:* Full refund less the \$95 non-refundable enrollment fee, all Non-Refundable Fees, and 50% of the program price.
- *59 days or less prior to departure:* No refund will be issued.

* Travelers who purchase a Global Travel Protection plan receive two options to cancel the trip due to reasons not covered by the insurance underwritten by United States Fire Insurance Company: (i) travelers who cancel 360 days or more prior to departure and who purchased their Global Travel Protection plan within 10 days of enrollment will have the cost of the plan refunded and the \$100 cancellation fee waived; (ii) travelers who cancel 60 days or more prior to departure may rebook to another EF Educational Tour within 30 days of such cancellation. Travelers opting for the rebooking option are responsible for finding a new tour, and final placement is based on availability. Such tour needs to take place within 180 days from cancellation, and any difference in price will be covered by the traveler (non-refundable fees from the original tour will not be put toward the rebooked tour). These cancellation fee waiver and rebooking benefits are not an insurance provided by United States Fire Insurance Company.

* Travelers who purchase the Global Travel Protection Plus plan also have the option to cancel with a non-insurance Cancel for Any Reason waiver benefit provided by EF Educational Tours up to 24 hours before departure. The non-insurance Cancel for Any Reason waiver benefit provided by EF Educational Tours provides a cash refund for trip costs paid (less the cost of the plan, the

non-refundable enrollment fee, and other Non-Refundable Fees) to EF Educational Tours for cancellation prior to departure. For plans issued in New York, customers can purchase the non-insurance Cancel for Any Reason waiver benefit separately from the rest of the travel protection plan – for further details, please contact Risk Strategies at 877-974-7462 ext. 321.

Cancellation with replacement**

- *180 days or more prior to departure:* Full refund less the \$95 non-refundable enrollment fee and all Non-Refundable Fees.
- *179 to 110 days prior to departure:* Full refund less the \$95 non-refundable enrollment fee, all Non-Refundable Fees, and a \$100 substitution fee.
- *109 days or less prior to departure:* Replacements can no longer be accepted and EF's Standard Cancellation Policy will apply.

** Cancellation with replacement refers to a traveler who cancels but finds a person to replace them for the same program. The replacement's Enrollment Form must be submitted at the same time as the notification of cancellation.

GROUP LEADER CANCELLATIONS

A Group Leader must accompany travelers on every tour. If a Group Leader cancels or is removed for any reason, they will be asked to assign a new Group Leader. Any travelers who cancel at this point and choose not to travel with their replacement Group Leader will be treated as standard cancellations. If no replacement Group Leader is found, the affected travelers will need to cancel to be eligible for EF's Standard Cancellation Policy. Those travelers interested in being placed with a new tour group should contact EF at 800-665-5364. If we cannot find a new tour for these travelers, EF's Standard Cancellation Policy will apply.

CANCELLATIONS OR MODIFICATIONS REQUIRED BY EXTERNAL EVENTS BEYOND EF'S REASONABLE CONTROL

EF is not responsible or liable for, and no refunds will be given as a result of, delays, cancellations, modifications, or interruptions affecting all or part of a tour program that result from any event, cause, or circumstance beyond the reasonable direct control of EF (a "Force Majeure Event"). For avoidance of doubt, a Force Majeure Event includes but is not limited to: (i) so-called "acts of God"; (ii) epidemics, pandemics, plagues, outbreaks of infection diseases, mass-illness or other public health issues, emergencies, or associated quarantine or isolation requirements; (iii) acts of any governmental or ruling authority or governmental shut-down; (iv) acts of war (whether declared or undeclared) or civil unrest, insurrection or revolt; (v) strikes or other labor activities; (vi) criminal, terrorist or threatened terrorist activities of any kind; (vii) travel restrictions, warnings or advisories issued by any local, municipal, county, state or federal governmental body, agency, or organization; (viii) overbooking or downgrading of accommodations by third-parties; (ix) limitations imposed on or cancellations of group bookings for entrances or activities by third-party suppliers or vendors; (x) structural or other defective conditions in houses, apartments or other lodging facilities (or in any heating, plumbing, electrical or structural problem therein); (xi) mechanical or other failure of airplanes or other means of transportation, or for any failure of any transportation mechanism to arrive or depart timely or safely (including flight delays, interruptions, or cancellations); (xii) severe or unexpected weather or other environmental events (including storms, fire, floods, and volcanic ash clouds); (xiii) financial failure or other defaults by suppliers; or (xiv) any unavailability or interruption of any service provider that is relied upon by EF to operate the program or otherwise fulfill an obligation to its travelers.

EF incurs substantial non-recoverable costs and expenses of its own in planning, preparing, and pre-paying amounts for such tours. Accordingly, if a tour needs to be cancelled or postponed due to a Force Majeure Event, travelers will receive an EF Future Travel Voucher for all monies paid, less the cost of any purchased travel protection plan, to allow travelers the ability to reschedule their tour at a time after the Force Majeure events abate. In the event of a delayed or interrupted tour program, the amount of the Future Travel Voucher will be pro-rated for the missed portions of the tour. Cancellation, modification, or postponement by EF for causes described in this section shall not be a violation of its obligations to any traveler.

Peace of Mind Program

We understand that plans can change due to unforeseen circumstances. EF provides an exclusive Peace of Mind program to account for such situations. This program is automatically included for all travelers and can be enacted at the group level by your Group Leader for any reason, including terrorism, pandemics, or other world events.

Your Group Leader may choose from the following options:

60 days or more prior to departure

- Work with EF to modify your group's current tour itinerary and dates, or find a new tour, and apply all money paid to the new tour
- Cancel your tour and all travelers will receive a transferable Future Travel Voucher in the amount of all monies paid for the original tour, less the cost of any purchased travel protection plan
- Cancel your tour with applicable fees under the Standard Cancellation Policy

59 days or less prior to departure

Your Group Leader or the individual traveler will have the same Peace of Mind Options set forth above in the event: (i) any location(s) included in the group's itinerary is newly designated as a Travel Advisory Level 4 by the U.S. Department of State or (ii) U.S. federal or state governmental authority has newly imposed a travel ban to your destination, or newly issued an order requiring a self-quarantine for travelers in your group upon arrival to a location on your itinerary or upon return home from a location on your group's itinerary.

Peace of Mind Program Terms & Conditions

Benefits of the Peace of Mind program are only available to the entire group and not to individual travelers unless specifically indicated. Travelers missing any payment deadlines must pay any incurred late fees to qualify for this program. Revised tours must depart within 1 year of the original tour. If the revised tour has a higher price than the original tour, travelers will be required to pay the difference as a condition of traveling on the revised tour. If EF cannot accommodate a revised tour request and/or the group decides not to travel on the original tour, then the group may opt for Future Travel Vouchers. If the group does not travel on the original tour, travel on a revised tour, or receive a Future Travel Voucher, standard cancellation fees will apply.

Travelers cancelling from a revised tour will be charged a cancellation fee based on the date that the original tour was revised or the date of cancellation from the revised tour, whichever is higher. EF will make every effort to accommodate revised tour requests.

Future Travel Vouchers are valid up to 25 months from the month of the original tour's scheduled departure. Future Travel Vouchers are transferable at the face value of the voucher to members of the traveler's immediate family or school community. The Future Travel Voucher is not a merchandise credit or a gift certificate and may not be redeemed for cash unless specifically noted on the voucher. Travelers who had booked their program by redeeming a previously issued Future Travel Voucher may have different terms and options available to them based on the originally issued voucher terms.

Payment Plan Terms and Conditions

Should you choose the Automatic Payment Plan or Manual Payment Plan, the following Terms and Conditions apply.

AUTOMATIC PAYMENT PLAN

- Travelers must select a payment method of either direct debit from a checking account or an ATM/debit card (card must display the Visa or MasterCard logo).
- EF must have the checking account or card holder signature on the Enrollment Form, electronic signature, or verbal authorization indicating agreement to EF's Automatic Payment Plan Terms and Conditions before the plan is activated.
- A minimum of three months of automated payments are required. Travelers who are not eligible for the Automatic Payment Plan must pay in full upon enrollment or enroll in the Manual Payment Plan.
- Travelers must provide a valid email address and pay the tour's \$95 non-refundable enrollment fee before the plan is activated.
- Travelers who choose monthly payments must choose a date between the 1st and 26th of the month on which their account will be automatically debited.
- Travelers who choose bi-weekly payments must choose a weekday on which their account will be automatically debited.
- Due to weekends and holidays, EF reserves the right to debit the travelers' account up to three days after the scheduled date.

- The Automatic Payment Plan amounts are subject to change if tour items or payments (other than the Automatic Payment Plan) are added or removed in excess of \$20. All other items or payments totaling \$20 or less that are added or removed will only be reflected in the final payment.
- After the Automatic Payment Plan's final scheduled payment, any additional items are due at time of purchase. Payments will no longer be automatically deducted.
- A non-refundable \$50 fee will be assessed each time a payment is returned or declined. In these cases, the plan will be recalculated to have the missed payment redistributed across the remaining schedule. EF reserves the right to withdraw travelers from the plan for returns or declines in two consecutive payments. Should the final payment be returned or declined, travelers will automatically be withdrawn from the plan.
- Travelers are not charged late fees while enrolled in the Automatic Payment Plan. If the traveler opts to withdraw from the plan or is withdrawn by EF, the traveler will be enrolled in the Manual Payment Plan, and the non-refundable manual plan fee will be assessed.
- All of the above terms and conditions of the Automatic Payment Plan also apply to travelers on EF Tours for Girls programs.

MANUAL PAYMENT PLAN

- If travelers do not pay in full upon enrollment or choose the Automatic Payment Plan, they will be enrolled in the Manual Payment Plan and a non-refundable manual plan fee will be applied.
- Based on date of enrollment, travelers will be invoiced up to three payments. The first payment of \$500 is due 30 days after enrollment. The second payment of \$500 is due 90 days after enrollment. The remaining balance is due 110 days prior to departure.
- Based on date of enrollment, travelers on an EF Tours for Girls program will be invoiced up to four payments. The non-refundable enrollment fee of \$95 is due at the time of enrollment. The first payment of \$300 is due 60 days after enrollment. The second payment of \$500 is due 14 months prior to departure. The third payment of \$500 is due 9 months prior to departure. The remaining balance is due 110 days prior to departure.
- A late fee of \$100 will be assessed for any missed payment. All late fees are non-refundable.
- Travelers can pay with ATM/debit card, credit card (card must display the Visa or MasterCard logo), or personal checks.
- Payments made by personal check must be submitted with the traveler's name and account number.
- A non-refundable \$50 fee will be assessed each time a payment is returned or declined.
- Travelers are responsible for making on-time payments even if an invoice is not received.
- All payment due dates refer to the dates by which each payment must be received by EF.
- EF reserves the right to cancel the traveler's reservation if any payment is past due by 30 days (or 15 days after final payment).
- Payment for the Global Travel Protection plan or Global Travel Protection Plus plan is due at time of purchase, and the plan will not be purchased until payment is received.

Paperless Billing Terms and Conditions

For travelers enrolled in Paperless Billing, the following Terms and Conditions apply:

- Travelers will receive electronic invoices in connection with all information related to their EF account, including tour invoices, and other notices that are available in electronic format. Travelers understand this means that, once enrolled, they will not receive paper copies. Invoice reminders will be sent to the primary contact e-mail address that travelers provide on their enrollment form. Travelers may view and print invoices by logging into their account at eftours.com.

- EF is not responsible for any delay or failure to deliver any invoice, and travelers understand that nothing in these Terms and Conditions relieves obligation to pay any invoice.
 - Travelers may elect not to receive electronic invoices and change to billing by US mail at any time by logging into account at eftours.com or by calling 800-665-5364.
 - To the extent permitted by law, paperless billing is provided “as is” with faults and without warranties of any kind, either expressed or implied. Travelers assume all responsibility and risk for use of paperless billing. EF does not warrant that the information, processes, or services will be uninterrupted, or bug or error free.
4. Smoking is not allowed on buses, during meals, in hotel rooms, or in any other shared, enclosed space.
 5. Hitchhiking and the driving or renting of any motor vehicle is strictly forbidden for all travelers.
 6. You are required to pay for any phone calls or incidental personal expenses incurred at hotels. These will be payable the evening before departure at each hotel.
 7. Travelers under the age of 18 may not consume alcohol on tour. Travelers over the age of 18 (or older, if local laws require) may consume beer or wine in moderation. The consumption of hard liquor is strictly forbidden. Group Leaders and/or parents may prohibit all alcohol consumption at their discretion. Excessive drinking by any traveler will not be tolerated and will result in dismissal from tour at the traveler’s own expense.

Other Terms and Conditions

The terms and provisions of these Booking Conditions supersede any other warranties, representations, terms, or conditions, unless they are expressly stated within a Booking Conditions Addendum or in a letter signed by an EF officer. While EF makes every effort to ensure the accuracy of its publications, it cannot be held responsible for typographical or printing errors (including prices).

Enrolling travelers acknowledge that EF may change the Booking Condition terms from time to time and those changes become effective immediately. Notice will be provided to you in the event of a material change. A traveler’s continued use of EF’s services following such notice constitutes acceptance and agreement to be bound by such changes. Travelers agree that the current version of the Booking Conditions in effect at the time of travel or cancellation applies to their tour program.

The tour operator for your trip is EF Education First International, Ltd., Selnaustrasse 30, 8001 Zurich, Switzerland, organization number CHE-109.874.655, VAT number CHE- 116.325.678 MWST. EF Institute for Cultural Exchange, Inc. is an affiliate of EF Education First International, Ltd. and acts only as a marketing services provider for that company. EF Institute for Cultural Exchange Inc. is not an agent of EF Education First International, Ltd., does not provide any goods or services for your trip, and is located at Two Education Circle, Cambridge, MA 02141 (t: 800-665-5364). The services provided are tax-exempt with credit in accordance with Swiss Federal Law with regard to VAT Article #23.

EF is a registered as a “Seller of Travel” as defined by travel regulations in the following states: Florida (Reg. No. ST36778); California (Reg. No. 2015641-20); Washington (Reg. No. 603084928).

DIVERSITY, EQUITY, INCLUSION AND BELONGING

EF is committed to providing an inclusive tour experience, and all of our travelers play a role in this. On tour, you will meet people who represent a variety of backgrounds and beliefs and explore diverse cultures and histories. Our goal is to create an environment that celebrates these differences and fosters learning more about the world, yourself, and yourself in the world.

EF’s Rules of the Road

When you enroll on tour, you agree to EF’s Rules of the Road, which can also be found on your personalized website. If you do not conform to these regulations or any specific rules set by your Group Leader, you risk dismissal from the tour, returning home at your expense with no refund for the missed tour portion. Decisions regarding tour dismissal are up to EF and/or your Group Leader.

All travelers must adhere to the following regulations while on tour:

- 1.1. All scheduled activities are obligatory. If you are sick, have signs of becoming sick, or have a physical ailment that might prevent you from participating in an activity, you must tell the Group Leader, who should notify the Tour Director.
2. If you want to visit friends or relatives in a destination country, your Group Leader must be told before the tour begins. Please complete the Tour Leave Form, found under Forms and Resources on the Help Center (eftours.com/help-center), to receive permission for the visits. You must then give the form to your Tour Director upon arrival.
3. You are expected to respect the nightly curfew that your Group Leader may set for your own safety and security. Room checks will be conducted at the Group Leader’s discretion. Visitors or group members of the opposite gender are not permitted in your room.

8. Illegal activities will not be tolerated and are punishable by immediate dismissal from the tour. If you are involved in any illegal activities, all costs to return home are at your own expense. If the local authorities are involved, you will be subject to the laws of the country you are visiting.
9. Payment for damage done to hotel rooms or to buses is your responsibility. If you notice any damage upon arrival at a hotel, you should notify the Tour Director immediately.
10. EF is committed to creating a safe and comfortable environment for all travelers, and diversity, equity and inclusion are an integral part of our mission to break down barriers through educational travel. Harassment, bullying or discrimination aimed at other travelers, suppliers or staff on the basis of gender identity, age, sexual orientation, disability, physical appearance, race, ethnicity, religion or any other factor will not be tolerated and may result in a participant’s dismissal from tour at their own expense.

Release and Agreement

I (or parent or legal guardian if enrollee is under 18 or a minor under any other applicable law) have read, understand and agree to the following in exchange for enrollment on an EF Educational Tour:

1. I acknowledge and understand that my tour is operated outside of the U.S. by EF Education First International, Ltd., Switzerland, and that EF Institute for Cultural Exchange, Inc. acts only as a marketing service provider for that company.
2. EF Institute for Cultural Exchange, Inc., EF Education First International, Ltd., and their affiliated companies, partners, and any companies acting on their behalf, along with their officers, directors, employees, agents, and authorized representatives (collectively referred to herein as “EF”) do not own, operate, or control any entity that is to or does provide goods or services for my program, including but not limited to: hotels, houses, apartments, or other lodging facilities; tour directors; airline, vessel, bus, or other transportation companies; local ground operators; visa processing services; providers or organizers of optional excursions; or food service or entertainment provider. I acknowledge that all such persons and entities, specifically the Tour Director assigned to my tour, are independent contractors and not employees or agents of EF. As a result, EF is not responsible or liable for any injury, loss or damage to person or property, death, disease, sickness, delay or inconvenience in connection with the provision of any goods or services or arising from any negligent or willful act or failure to act of any such person or entity or of any third-party.
3. I acknowledge that international travel programs include certain inherent risks that includedangers associated with water-based activities; dangers associated with or bites from animals, insects, or pests; sanitation problems; food poisoning; lack of access to or quality of medical care; difficulty in evacuation in case of a medical or other emergency; or any negligent or willful act or failure to act of any third party or for any other cause beyond the direct control of EF.
4. To the fullest extent permitted by law, I agree to release EF and my school, my school district, my school board, my Group Leader, and Tour Director (collectively, the “Released Parties”) from, and agree not to sue the Released Parties for, any and all claims of any nature related in any manner to my participation on an EF-sponsored tour or a Service Learning Tour, including, but not limited to, claims for negligence, breach of contract, breach of express or implied warranties, negligence or wrongful death, or any statutorily based claim. I hereby unconditionally and unequivocally waive any and all claims and

- demands for all damages, losses, costs and expenses of any nature whatsoever (including attorneys' fees) on account of or arising out of any and all personal injury, death, bodily injury, mental anguish, emotional distress, or property or other damage that I may suffer from any cause whatsoever related in any way to my participation on any EF-sponsored tour or a Service Learning Tour.
5. I understand that travel in other nations is not similar to travel within the United States. Travel outside of the United States can involve inconvenience and risk, including, but not limited to: forces of nature; geographic and climatic conditions; different hygienic standards; infrastructure problems (including road maintenance, transportation delays and accommodation conditions); civil unrest; vandalism; crime; political instability; and terrorism. Medical services or facilities may not be readily available or available at all during all or part of a program and, if available, may not be equal to standards in the participant's home country. I understand that a Service Learning Tour is a physically demanding excursion in a developing country, and I knowingly assume the risks of such an excursion. I further understand that different parts of the world present unique health, disease, and safety concerns, and I agree to review any specific risks related to my destination by visiting the U.S. Centers for Disease Control and Prevention's Traveler's Health website at www.cdc.gov/travel and the State Department's International Travel website at travel.state.gov/content/travel/en/international-travel.html.
 6. I acknowledge that international travel includes certain inherent risks that include but are not limited to: (i) injuries caused by other travelers or third-parties; (ii) traffic-related accidents; (iii) dangers associated with water-based activities; (iv) dangers associated with or bites from animals, insects, or pests; (v) sanitation problems; (vi) food poisoning; (vii) lack of access to or quality of medical care; (viii) difficulty in evacuation in case of a medical or other emergency; (ix) or any negligent or willful act or failure to act of any third party or for any other cause beyond the direct control of EF. I assume all risk of bodily injury, death, emotional trauma, property damage, inconvenience, and/or loss resulting from negligence or any other acts of any and all persons or entities, however caused, including, but not limited to, those risks mentioned above. It is my intention fully to assume all of the risks of travel and participation in the program and to release the Released Parties from any and all liabilities to the maximum extent permitted by law.
 7. I further agree to release the Released Parties from any and all decisions to cancel, modify, or delay the tour as a result of unforeseeable events that are beyond the reasonable control of EF or which become necessary or advisable for my safety or for the quality of the tour experience.
 8. I agree that this Release applies to and binds myself and my minor child enrolling on tour (if applicable) along with my personal representatives, executors, heirs, and family.
 9. EF shall have no responsibility for me whatsoever when I am absent from an EF-supervised activity or for non-supervised activities, such as visits to friends or relatives or during stay-ahead/stay-behind option periods or any other optional period or activity when not escorted by a Tour Director.
 10. My tour begins with the takeoff from the EF departure airport and ends upon completion of the flight back to the origination (or other arrival) airport.
 11. The air carrier's liability for loss of or damage to baggage or property, or for death or injury to person, is subject to and limited by the airlines' contract of carriage, its tariff, the Montreal Convention or Warsaw Convention and their amendments or both.
 12. EF or my Group Leader reserves the right to refuse or cancel my registration in the event my participation would negatively affect the wellbeing or satisfaction of me or my travel group or if EF or my Group Leader cannot in its sole discretion accommodate a medical or behavioral health condition. In such event, EF's Standard Cancellation Policy as outlined in the Booking Conditions apply.
 13. I agree to abide by EF's rules and the directions of my Group Leader, my Tour Director, and EF's personnel during my tour. Failure to do so may result in my Group Leader or EF terminating me from the tour immediately. I understand that to disobey such rules or directions is to waive the right to a refund of any part of my program price, and that my Group Leader or EF may then send me home at my own expense.
 14. I agree to abide by all local laws, regulations, and governmental advisories for all locations of my tour while abroad. I understand that if I refuse to follow, abuse, or disobey those laws, even unintentionally, I waive my right to a refund of any part of the program price, and my Group Leader or EF may send me home at my own expense. I also understand that, should local authorities be involved, I will be subject to the laws of the country I am visiting.
 15. If I become ill or incapacitated, EF and their employees, my Tour Director, or my Group Leader, may take any action they deem necessary for my safety and wellbeing, including notifying parents/guardians and/or securing medical treatment (at my own expense) and transporting me home. EF retains the right, in its sole discretion, to contact the traveler's parents/guardians with regard to health issues or any matter whatsoever that relates to the traveler's tour. These rights transcend any and all privacy regulations that may apply. In the event of a medical emergency, EF will attempt to cause appropriate treatment to be administered, and the traveler authorizes EF to do so. EF, however, makes no warranty that it will be able to cause effective (or any) emergency treatment to be administered or to be timely administered.
 16. I have made the choice to travel with the teacher/Group Leader organizing my group. I understand that this choice is not the responsibility of EF. I understand that my Group Leader is able to make decisions on my behalf, including but not limited to changing the group's requested tour or travel date and requiring that I purchase items such as the Global Travel Protection plan and optional excursions. I understand that a Group Leader must accompany me on tour. If my Group Leader cancels or is removed for any reason, EF will ask them to assign a new Group Leader. If I cancel at this point and choose not to travel with the replacement Group Leader, I will be treated as a standard cancellation. If no replacement Group Leader can be found, I will need to cancel and EF's Standard Cancellation Policy will apply. I may also request that EF place me with a new tour group. If EF cannot find a new tour group for me, EF's Standard Cancellation Policy will apply.
 17. If I will be age 20 or older at any time during my tour, I acknowledge that EF will conduct a criminal background check ("CBC") as a pre-condition to travel. If such a traveler refuses to consent to the CBC, it will be deemed a cancellation and EF's Standard Cancellation Policy will apply.
 18. This Release and Agreement and EF's Booking Conditions constitute the entire agreement between EF and me with reference to the subject matter herein, and I do not rely upon any promises, inducements, marketing materials, or agreements not herein, including, but not limited to, any oral statements made to me by any agents or employees of EF or by my school or Group Leader. This agreement may be amended or modified only in a writing, signed by EF. The waiver by EF of any provision of this agreement shall in no way affect the remaining provisions of this agreement, and this agreement shall be interpreted as if such clause or provision were not contained herein.
 19. This agreement and performance hereunder shall be governed in all respects by the substantive laws of the Commonwealth of Massachusetts. In the event of any claim, dispute, or proceeding arising out of my relationship with EF, or any claim which arises between the Parties, whether or not related to this agreement, the literature for the trip or the trip itself, it shall be resolved solely in courts of the Commonwealth of Massachusetts and/or the United States District Court for the District of Massachusetts.
 20. For travelers in Utah only: This tour is not sponsored by any public school, public school district, or other public entity and is operated and organized by a privately owned company.
 21. EF may use any film or digital likeness taken of me and any of my comments while on an EF tour as well as any project work (including, but not limited to, online learning programs offered by EF) for future publicity without compensation to me and also use my contact information for future EF promotions. I have read and agreed to the Terms of Use and Privacy Policy outlined at eftours.com/legal-notices and I consent to EF's processing of my personal data.
 22. I have read and agreed to the Terms of Use and Privacy Policy outlined at eftours.com/legal-notices, and I consent to EF's processing of my personal data as set forth on page 19.

LIMITED POWER OF ATTORNEY**For parents/guardians of travelers under the age of 18 or a minor under any applicable law**

The tour itinerary may include certain activities (such as whitewater rafting in Costa Rica) that may require the Group Leader to sign a release on behalf of the travelers (who are minors and cannot sign for themselves) in order to allow participation. This Limited Power of Attorney allows the Group Leader to execute these documents on your behalf should the need arise. Your execution of this Limited Power of Attorney is voluntary, and if you choose not to grant this Limited Power of Attorney, your child may still participate in the tour but may not be able to participate in some tour activities. With regard to said activities:

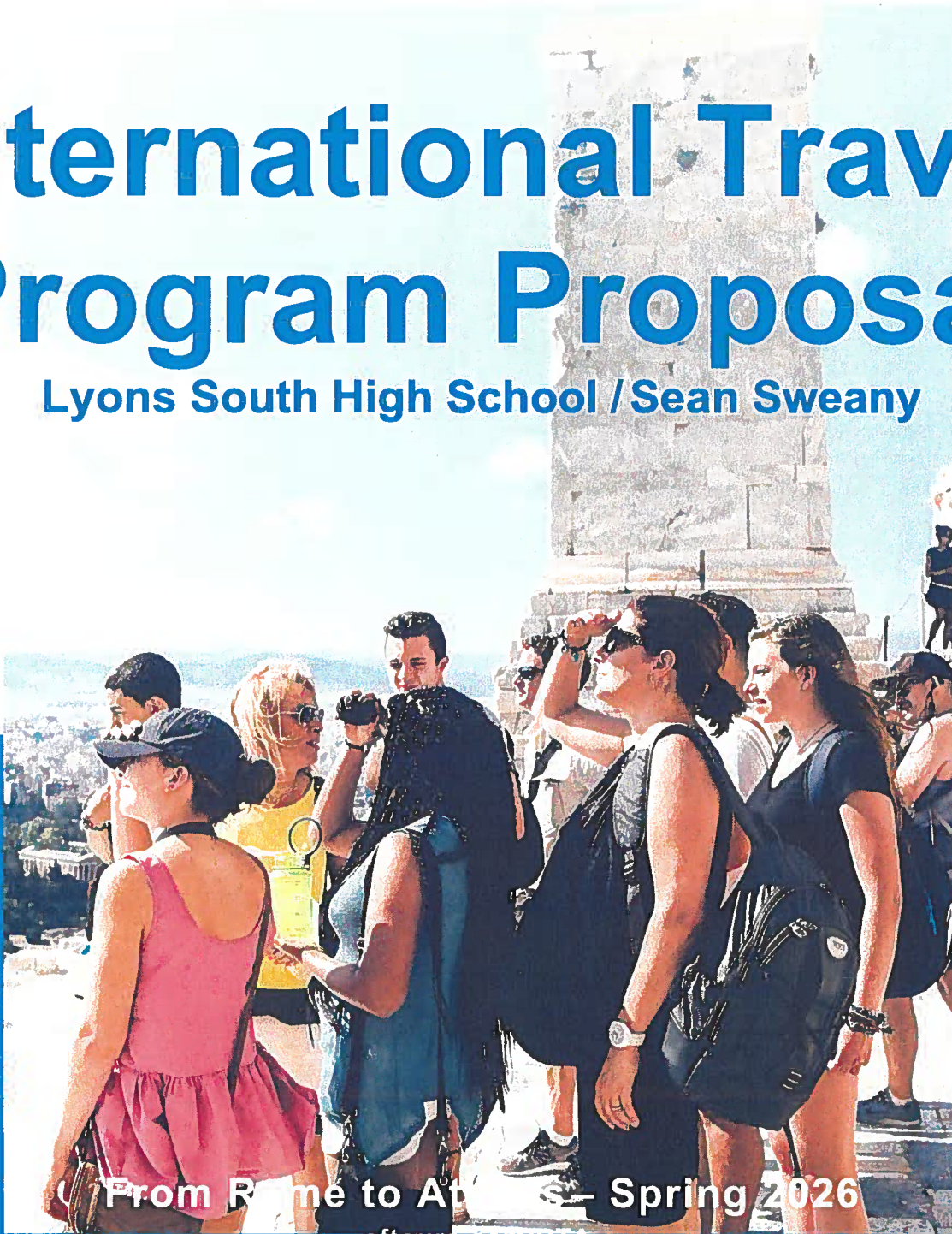
1. I understand and agree that my child, with my permission, has voluntarily chosen to participate in the activities, and we assume all dangers and risks associated with the activities.
2. I do hereby delegate to the Group Leader a "Limited Power of Attorney" and full authority to sign any documents, including, but not limited to, liability releases, permission slips, waivers, and/or any other type of participation agreement required by the operators of any activity for participation. By signing the EF Educational Tours Enrollment Form, I understand and agree to the above.



EDUCATIONAL
TOURS

International Travel Program Proposal

Lyons South High School / Sean Sweany



From Rome to Athens - Spring 2026

eftours.com/RTA

Your partner in travel-based learning

EF Education First is the world leader in international education. For over 55 years, we've partnered with educators around the world to help more than 15 million students gain new perspectives and build skills for the future through experiential learning.

Our mission is to empower educators to do their best work. At EF Educational Tours, we're working to define the modern educational tour experience. Our itineraries are more than places to go and things to see. We build programs that challenge assumptions, spark connections, and inspire curiosity in young students. Students will expand their knowledge of the world around them, discover more about themselves, grow more confident and independent, and understand new people, places, and cultures.

We take care of every last detail of the tour experience—transportation and lodging, meal reservations and menus, museum tickets and local tour guides, and much more. That also includes behind-the-scenes elements, like safety checks at hotels and background checks on adult travelers. With all that taken care of, educators and students can focus on the bigger picture.

You'll find all the details and more on the next few pages.

this document

- Pg. 2** Safety
- Pg. 4** Liability protection
- Pg. 6** Affordability
- Pg. 7** Educational value
- Pg. 8** Itinerary specifics
- Pg. 8** Cost and payment options
- Pg. 9** Sample hotels
- Pg. 10** Sample meals
- Pg. 11** Next steps

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What's contained in

Safety

Your students' safety is our number one priority. We would never send a traveler to a location we believe to be unsafe—and with our extensive global presence, our best-in-the-industry experience, and our close working relationships with U.S. and international authorities, that's a statement we can back up with real insight. Whether it's a worldwide pandemic or a sprained ankle, a missed flight or confusing medical paperwork, we make sure every situation is taken care of.

Worldwide presence

EF's global presence is truly unmatched. We have staff on the ground 365 days a year in over 50 countries. And we don't just work in those countries—we call them home. EF team members live in nearly every one of our tour destinations, meaning we have the local knowledge to help keep our groups safe. That presence allows us to be there to support you on the ground wherever and whenever you need us.

24/7 emergency support

In the event that anything on tour goes wrong, EF staff is always available to help. Your Tour Director is your group's constant companion and first point of contact in an emergency. Additionally, our fully trained support teams are on hand 24/7 to walk teachers through any issues and provide the resources necessary to get things back on track. Our Safety and Incident Response Team—comprised of industry experts, healthcare experts, and even former FBI personnel—is ready to spring into action 24 hours a day, 365 days a year. And when they aren't directly helping EF travelers, they're actively innovating on and shaping the new worldwide standards for cleanliness and safety.

Your team

This group is fully committed to your school's trip and the safety of every traveler.

Operations Safety & Incident Response Team – This team is strategically based in our Boston, Panama, Tokyo, and Zurich offices to accommodate for all time zones. Available 24 hours a day, every day of the year, they are trained to react quickly if travelers need help. The team uses a combination of extensive training, simulations, incident response planning, and previous experience to manage emergencies. As needed, they can facilitate additional support for groups on tour, solve operational issues, arrange assistance from outside specialists, and liaise with local and international authorities.

Emergency Services & Support Team – Our support team is available 24/7 to help resolve any issue, from a missed flight to a lost passport to more serious on-tour incidents. They also facilitate communication between travelers and families in the event of an emergency at home. The team is made up of highly trained and dedicated EF staff in our Boston and Denver offices who are equipped to solve problems and answer questions that may come up, even outside of regular business hours.

Tour Director – Assigned exclusively to your tour for the length of the stay at your destination, your Tour Director meets your group at the airport and travels with you until your departure. All Tour Directors undergo a background check as permissible by local law every two years and are required to participate in ongoing EF safety trainings. They're the first point of contact in an emergency and also communicate information to help travelers stay safe in a foreign destination. Tour Directors assist Group Leaders with hotel check-ins, coordinate meals, facilitate excursions with local guides, and much more. They're also culturally connected and expertly trained to support impactful learning experiences.

EF Travel Team – This team is your point of contact at EF. This team is a dynamic duo, made up of a Tour Consultant and an

Experience Specialist. Your Tour Consultant is an itinerary whiz & is devoted to the growth of your students. They are your school's partner, working with you on everything from finding the perfect tour and enrolling students to creating long-term travel programs for your school community. Your Experience Specialist is here to dive into all the little details that make your experience with EF special. They will work directly alongside the Group Leader (a.k.a. local teacher), right up until the moment of departure to make sure everything goes smoothly.

Traveler Support – Our team of support specialists are readily available to walk families through insurance inquiries, payment plans, food allergy issues, and any other topics that arise.

Chaperones – For every six travelers who enroll on your school's tour, your group is eligible to bring along a chaperone for free (the first spot goes to the Group Leader). This allows for a 6:1 ratio of students to chaperones, who assist Group Leaders with supervision of students to help keep them safe

Protection for travelers, schools, and districts

We understand that unpredictable things can happen, either on tour or before departure. We offer a variety of protections, programs, and policies to make sure that, no matter what happens, travelers, schools, and districts are covered. We're doing everything we can to make planning for the future as flexible as possible.

General liability insurance

All Group Leaders, schools, and districts who travel with EF are automatically added as additional insureds under our **\$50 million General Liability Policy**, regardless of whether or not the tour is affiliated with the school. EF's liability coverage is primary and non-contributory for covered third-party claims. The policy helps safeguard Group Leaders and their schools for covered third-party claims related to bodily injury or property damage, which includes providing a legal defense and covering legal costs for such claims. In addition, all travelers are required to sign EF's Release and Agreement, which includes a release of liability of their Group Leader, school, and school board.

Flexibility to change tours

The world is always changing. And while our belief in the positive impact of travel is unwavering, it can feel hard to predict what life, here in the U.S. and abroad, will look like several months, a year, or even two years from now. When you decide to travel with EF, we want you to feel secure in that decision. That's why these benefits are built into every EF program.

Peace of Mind

Provided to all groups

We understand that plans can change due to unforeseen circumstances. EF provides this exclusive program to account for such situations. It provides groups with flexibility to change the dates and destination of their tours in uncertain times. This program accounts for such circumstances and can be enacted up to 45 days prior to departure at the group level for any reason, including terrorism or other world events.

Protection for individual travelers

Travelers can help protect their investment and themselves from certain unexpected events and expenses while on tour with the Global Travel Protection Plan and Global Travel Protection Plan Plus.

Global Travel Protection Plan

Available to all travelers

Designed specifically with EF travelers in mind, this plan provides both pre-departure and post-departure benefits, including medical expense coverage that may apply on tour and tour cancellation for specified reasons.

Global Travel Protection Plan Plus

Available to all travelers

To further protect your investment from the unexpected, this plan provides all of the benefits included in the Global Travel Protection Plan as well as expanded cancellation protection.

Background checks for adult travelers

EF requires all adults (20 years and older) to pass a criminal background check before traveling on our student tours. This provides a safer tour experience for all travelers and aligns with the process and expectations of many school districts for adults who volunteer in schools or chaperone school activities. The secure process, provided by a leading professional provider, only identifies those individuals who could present a risk to student travelers while on tour.

Affordability

We believe every student should have the opportunity to travel. That's why we're dedicated to providing the lowest prices possible and giving travelers multiple resources for managing payments.

Tour Consultants work closely with teachers to build a tour that's exactly right for your students. Through discussions with your teacher, they take into account learning objectives, cost, timing considerations, and any other factors to craft a tour that's accessible to as many students as possible.

Resources for managing cost and payments

Automatic Payment Plan – Our recommended payment plan offers the ability to break the tour fee into smaller installments. With most tours planned well in advance, travelers can enroll for only \$95, then pay over a long period of time—often up to 18 months or two years—with final payment due 30 days before departure. Families make payments directly to EF, with no payments going through the school.

Fundraising pages – Each student has access to their own unique and customizable fundraising page. The easy-to-share page makes it simple for friends and family to contribute a little something that is automatically applied to the balance of the tour, with no fees whatsoever.

Global Citizen Scholarship Fund – EF Educational Tours provides \$100,000 worth of scholarships to students across the country every year. Any student is able to apply for the Global Citizen Scholarship, which is awarded on both a merit and need basis.

Risk-free enrollment period - New travelers who enroll by their Enrollment Deadline can cancel for any reason up to 7 days after enrollment for a full refund of 100% of the money paid to EF. Travelers must pay in full or enroll in our Automatic Payment Plan at the time of program enrollment and must remain either paid in full or enrolled in our Automatic Payment Plan and in good financial standing at the time of cancellation to remain eligible. To be eligible, the traveler must enroll on a tour at least 110 days prior to the scheduled departure date.

Educational value

Our tours help prepare students for the future by teaching them more about the world, themselves, and the impact they can have on the world. Combining the power of experiential learning with the thrill of global travel, our tours help students:

- **Expand their knowledge of the world around them**
- **Grow more confident and independent**
- **Understand new people, places, and cultures**
- **Discover more about themselves**

To learn more about EF's educational philosophy, visit <https://www.eftours.com/our-story/educational-approach>

EF is an accredited institution

We echo your commitment to education. Our travel-based learning approach is designed to blend classroom and experiential learning. This allows us to meet the same rigorous standards as schools like yours, ensuring students gain valuable experiences that transform the way they look at the world.



Earning credit for new experiences

EF makes it easy for students to turn their tour experience into high school credit, college credit, or to get a head start on their college essays—all while making their travel experience even more engaging.

- Students in grades 6 - 12 can earn .5 elective high school credit by successfully completing the final project as part of EF's Personalized Learning Guide. Tuition is free.
- Students in grades 9 - 12 can earn 3.0 undergraduate credits, along with the confidence that comes with taking a college course, by completing a series of assignments and a final research project with our partner, Southern New Hampshire University—all for just \$360.
- Educators traveling on student tours may earn up to 45 free hours toward relicensure OR 3 or 6 graduate level credits (\$360/\$720) through Southern New Hampshire University.

Itinerary specifics

For more robust details, the complete itinerary is attached to this document. It includes specific locations, each day's activities, travel plans, and more.

Price of the proposed tour

The tour program price covers a wide range of services that ensure students have an incredible experience. It includes all the planning and preparation that leads up to departure, travel and accommodations, plus logistical support and details once the group reaches their destination.

Full flexible travel window: March 27 - April 6, 2026

Requested travel dates: March 28 - April 5, 2026

Valid from Sep 06, 2024	
STUDENT	ADULT
\$4,279	\$5,039
<i>or \$247 for 17 Months</i>	<i>or \$291 for 17 Months</i>
TOUR INCLUDES:	
Program Price	\$4,149
Adult Supplement	\$760
Early Enrollment Discount	(\$200)
Global Travel Protection	\$190
Roman Catacombs	\$60
Greek Evening	\$80

Sample hotels

Every hotel we work with must meet our high standards for safety, quality, and cleanliness. Hotels are vetted by our team to make sure they meet our requirements and are subsequently inspected regularly to ensure they continue to satisfy those parameters. Please note that hotels abroad may have different amenities than travelers are accustomed to in the United States.

Here are some examples of hotels students might stay in on tour:

Hotel La Pergola| Rome

<http://www.hotellapergola.com>

The Pergola Hotel offers spacious and comfortable rooms with buffet-style breakfast in a quiet area of Rome not far from the city center. The hotel is located close to the Porta Di Roma shopping center, which has over 200 stores.

Villa Artemis Monte Artemisio Resort| Rome

<http://www.monteartemisio.it/en/villa.html>

The Monte Artemisio hotel is located on a hill and offers beautiful views of Rome. The hotel has a restaurant and a pool as well as a lovely terrace where guests can take in the beautiful views.

Ilissos Hotel | Athens

<https://ilissos.gr/>

Guests of the Ilissos Hotel will enjoy all modern amenities while staying in one of the world's most ancient cities. Perfectly located just a 20-minute walk from Athens's major archaeological sites, this hotel offers both comfort and convenience. Rooms are decorated in warm earth tones and equipped with air conditioning, Wi-Fi, and flat-screen TVs.

Sample meals

Meals are selected to establish a more immersive cultural experience and give students an idea of how locals eat. Below are some examples of local dishes travelers may try at the destination that your teacher has chosen, but please note that meals can vary from tour to tour.

On tour, breakfast generally is simple and will be at the hotel; it could be plated or buffet-style. Lunch typically is your chance to make culinary discoveries of your own. Dinners will be a mix of familiar dishes and local specialties. All meals will be a mix of familiar dishes and local specialties all served from a pre-set group menu.



Greece: Sample Meals

Spinach pie, moussaka, rice pudding

Greek salad, chicken with oven-baked pasta, walnut pie

Italy: Sample Meals

Tomato bruschetta, cannellini beans with garlic and sage, lasagna, gelato

Spaghetti with pesto, pork loin with spinach and potatoes, fruit salad

How I can help with next steps

My name is Jay Reinoso and I am Lyons South High School's dedicated Tour Consultant. That means I'll be working with Sean Sweany every step of the way to make sure everything is perfectly planned.

As we move forward in this process, here are some next steps to keep in mind:

- Having your support is essential to building out a travel program that benefits your school, your students, and your community for years to come! Students who travel abroad often return eager to further engage in their school and local community!
- Our goal is to create a culture of travel at your school so families can anticipate and plan for travel opportunities in 2025 and beyond.
- Once we identify a recruitment date in October, I will share promotional resources such as posters and Power Point presentations with Sean to ensure that our promotional efforts are successful!

I hope this overview has given you the information you need to feel confident in EF as an educational travel provider. Should you have any questions or need any additional information, please don't hesitate to reach out to me directly. EF is excited to partner with your school to bring this life-changing experiential learning opportunity to your students.

Sincerely,
Jay Reinoso
Tour Consultant
jay.reinoso@ef.com

“I am now more confident than ever in the safety and experiences of my students after working with EF on this trip. As a leader, I am committed to ensuring a global mindset throughout my district and student/teacher travel.”

Angela M., Administrator, Brunswick, ME

“I advocate for travel because the world is vast and diverse. If we want to truly understand our neighbors in other states or countries, we must reach out and meet them where they live. Travel provides a glimpse into another world that our students may have Googled or watched on a device, but living it with the smells, food, smiles, and various challenges teaches flexibility, tolerance, understanding, and empathy.”

- Chuck C., Group Leader, Central, SC

From a single tour to a whole program

A single tour can open up endless possibilities for a small group of students. Our goal at EF is to bring that experience to as many students as possible, including the broadest collection of students at your school. By progressing from a single tour to a consistent travel program, you'll not only build a culture of exploration, but you'll provide the opportunity of travel to even more students. We can work directly with you and your staff to establish a framework for your travel program that's tailored specifically to your school's needs and goals.

TRAVEL PROTECTION INSURANCE CERTIFICATE

EF – Educational Tours

This certificate describes the travel insurance benefits underwritten by United States Fire Insurance Company, herein referred to as the "Company" or as "We", "Us" and "Our". Please refer to the Schedule of Benefits, which provides the Insured, also referred to as "You" or "Your", with specific information about the program You purchased. Defined terms are capitalized and their meanings are listed in the General Definitions section.

PLEASE READ THIS DOCUMENT CAREFULLY FOR FULL DETAILS

This document is a legal contract issued in consideration of Your enrollment and payment of the premium due collected by Us or Our authorized representative. If there are any conflicts between the contents of this document and the policy (form series T7000GBP), the policy will govern in all cases.

10 Day Free Look Period

If You are not satisfied for any reason, You may cancel this insurance within 10 days after receipt by providing Us or Our authorized representative the cancellation notice. We will refund Your premium provided there has been no incurred loss; You have not departed on Your Trip or filed a claim under this certificate. When so returned, all coverages under this certificate are invalid from the beginning.

Signed for United States Fire Insurance Company By:



Marc J. Adee
Chairman and CEO



Michael P. McTigue
Secretary

TABLE OF CONTENTS

	SCHEDULE OF BENEFITS
SECTION I	COVERAGE PROVISIONS
SECTION II	WHEN COVERAGE BEGINS AND ENDS
SECTION III	EXTENSION OF COVERAGE
SECTION IV	TRAVEL ARRANGEMENT PROTECTION
SECTION V	PROTECTION FOR YOUR BELONGINGS
SECTION VI	GENERAL DEFINITIONS
SECTION VII	EXCLUSIONS AND LIMITATIONS
SECTION VIII	PREMIUMS
SECTION IX	CLAIMS PROCEDURES
SECTION X	HOW TO FILE A CLAIM
SECTION XI	GENERAL PROVISIONS

United States Fire Insurance Company
Administrative Office: 5 Christopher Way, Eatontown, NJ 07724

SCHEDULE OF BENEFITS

No benefits will duplicate any other benefit or coverage provided under this certificate. Should there be a duplication of coverage or benefits, then We will pay the benefit providing the largest amount of coverage.

Travel Arrangement Protection Benefit(s)	Maximum Benefit Amount
Trip Cancellation	100% of the non-refundable insured Trip Cost
Trip Interruption	100% of the non-refundable insured Trip Cost
Trip Delay - 6 hours	\$500 per day, to a maximum of \$2,500
Single Supplement	Included
Medical Evacuation and Repatriation of Remains	\$150,000
Additional Medical Evacuation Transportation of Children/Child Bedside Visit Transportation to Join You	Included
Political or Security Evacuation and Natural Disaster Evacuation	\$10,000
Additional Evacuation Benefit Baggage Return	Included
Protection For Your Belongings	Maximum Benefit Amount
Baggage and Personal Effects	\$2,000 subject to per item maximum of \$300
Sub-limits: Passport, Visa or Other Travel Documents Replacement	\$150
Credit Card charges and interest	\$100
Items subject to Special Limitations	\$1,000 maximum combined
Baggage Delay 24 hours	up to \$100 per day, to a maximum of \$300

SECTION I COVERAGE PROVISIONS

Who Is Eligible For Coverage

A person who is booked to travel on a Trip and pays the required premium is covered under this certificate. Eligibility for purchase of this certificate will be determined at the time of claim. If it is determined that You or Trip is not eligible for coverage, any claim for benefits will be denied and Your premium for this certificate will be refunded. Coverage is only available for persons who are a citizen or resident of the United States of America.

Non-Refundable Provision

After the 10 day review period, the premium for this certificate is non-refundable.

SECTION II WHEN COVERAGE BEGINS AND ENDS

When Coverage Begins:

This is Your Effective Date and time for Trip Cancellation: Coverage begins at 12:01 a.m. at Your location on the day after the date We or Our authorized representative receive the required premium to cover Your Trip.

This is Your Effective Date and time for Trip Interruption: Coverage begins when You depart to Your first scheduled Travel Arrangement (or if You must use an alternate travel arrangement after Your Scheduled Departure Date to reach Your Scheduled Destination, on the Scheduled Departure Date) for Your Trip.

This is Your Effective Date and time for Trip Delay: Coverage begins when You depart on Your first scheduled Travel Arrangement (or if You must use an alternate travel arrangement after Your Scheduled Departure Date to reach Your Scheduled Destination, on the Scheduled Departure Date) for Your Trip. Coverage is in force while en route to and from the Covered Trip.

This is Your Effective Date and time for All Other Coverages: Coverage begins on the date and time You depart on the first Travel Arrangement (or alternate travel arrangement if You must use an alternate travel arrangement to reach Your Scheduled Destination) for Your Trip.

When Coverage Ends:

Trip Cancellation coverage(s) automatically end on the earlier of:

1. the date and time You depart on Your Trip;
2. the date and time You cancel Your Trip.

All Other Coverages: Your coverage automatically ends on the earlier/est of:

1. the date You complete Your Trip;
2. the Scheduled Return Date;
3. Your arrival at Your Return Destination on a round Trip, or Your Scheduled Destination on a one-way Trip;
4. cancellation of Your Trip covered by this certificate;
5. the date You interrupt Your Trip due to a covered Unforeseen reason (does not apply if You are able to resume Your Trip without going back to Your Return Destination).

SECTION III EXTENSION OF COVERAGE

Medical Evacuation and Repatriation Extension

If You incur a covered Injury or Sickness on Your Trip and a treating Physician certifies that You are not Medically Fit to Travel to Your Return Destination on Your Scheduled Return Date, the Medical Evacuation and Repatriation benefit will be

automatically extended until You are Medically Fit to Travel and transported to Your Primary Residence or You reached the Maximum Benefit Amount shown in the Schedule of Benefits.

SECTION IV TRAVEL ARRANGEMENT PROTECTION

TRIP CANCELLATION

If You cancel Your Trip prior to the Scheduled Departure Date, We will reimburse You, up to the Maximum Benefit Amount shown in the Schedule of Benefits, for unused, forfeited, prepaid non-refundable Payments or Deposits for the Travel Arrangements You purchased for Your Trip, provided the cancellation occurs while coverage is in effect for You and is due to any of the following covered Unforeseen reasons, as defined:

1. Your or a Family Member's death that occurs before departure on Your Trip;
2. Your or a Family Member's Sickness or Injury, that:
 - a. occurs before departure on Your Trip;
 - b. is examined and treated by a Physician prior to cancellation unless it is not reasonably possible to do so; and
 - c. as certified by a Physician, results in medical restrictions so disabling as to cause You to cancel Your Trip;
3. Sickness, Injury, or death of Your Child Caregiver, which results in medically imposed restrictions as certified by a Physician at the time of loss preventing You from participating in the Trip. A Physician must advise the Child Caregiver is unable to provide basic childcare services while You are on Your Trip on or before the Scheduled Departure Date; or
4. You must cancel Your Trip due to Other Covered Events as defined, provided such circumstances occur while coverage is in effect:

Other Covered Events means:

1. You are suffering a Mental, Nervous or Psychological condition or disorders which require Hospitalization or Partial Hospitalization. Hospitalization or Partial Hospitalization must be for at least 2 or more days before Your Scheduled Trip. A Physician must certify the condition as preventing You from going on the Trip;
2. You are directly involved in a traffic accident, while en route to Your Scheduled Trip Departure City. The traffic accident must be documented by a police report;
3. Your Primary Residence or Scheduled Destination Accommodations are made Uninhabitable and remain Uninhabitable during Your Trip or are inaccessible by the mode of transportation as shown on the travel documents or itinerary within 30 days of Your Scheduled Departure Date by a Natural Disaster, or vandalism or burglary.

Coverage for a hurricane applies only if You purchased insurance prior to the tropical storm first being upgraded to a hurricane. We will only pay the benefits for losses occurring within 30 days after the named hurricane renders Your Scheduled Destination Uninhabitable or inaccessible. This coverage applies only if You purchased the certificate within the Time Sensitive Period;
4. You are hijacked or Quarantined;
5. You are subpoenaed, or served with a court order, or required to serve on a jury, or required to appear as a witness in a legal action, provided You are not: 1) a party to the legal action; or except 2) appearing in a law enforcement capacity;
6. You are called to active military duty either to serve or to provide aid or relief in the event of a Natural Disaster, an Epidemic, a Civil Disorder, or Terrorist Incident other than war;
7. Your previously granted military leave is revoked or reassigned for reasons due to war or an act of war. Official written revocation/re-assignment by a supervisor or commanding officer of the appropriate branch of service will be required. The military leave for the dates of travel must have been approved prior to the Effective Date of Trip Cancellation coverage and the leave revoked or reassigned after the Effective Date of Trip Cancellation coverage;
8. a documented theft of Your passports or travel documents or visas specifically required for Your Trip. A police report must substantiate the theft or the copy of the request for a new passport, or travel documents, or visas;

9. You are involuntarily terminated or laid off from Your or their employment. The termination notice must occur at least 30 days after Your Trip Cancellation Effective Date. You must have been an active employee with the same employer for at least 1 continuous year.
10. Your parent or legal guardian, if You are a Child, is responsible financially for the Trip and is involuntarily terminated or laid off from their employment within 30 days after Your Trip Cancellation Effective Date, and You have to cancel Your Trip.

This provision is only applicable if they have been an active employee with the same employer for at least 1 continuous year.

You must report all cancellations to the Travel Supplier within 72 hours of the event causing the need to cancel. If the event delays the reporting of the cancellation beyond the 72 hours, You should report the event as soon as possible. We do not cover increased amounts of Published Penalties and unused, non-refundable prepaid Payments or Deposits that result from all other delays or reporting beyond 72 hours.

These benefit(s) will not duplicate any other benefits payable under the certificate or any coverage(s) attached to the certificate.

TRIP INTERRUPTION

If You must start Your Trip late or are unable to complete Your Trip, We will reimburse You, up to the Maximum Benefit Amount shown in the Schedule of Benefits, for the unused, forfeited, prepaid non-refundable Payments or Deposits paid for the land or water Travel Arrangements You purchased for Your Trip plus the Additional Transportation Cost paid to:

- a) join Your Trip if You must depart after Your Scheduled Departure Date or travel via alternate travel arrangements; or
- b) rejoin Your Trip from the point where You interrupted Your Trip to the next Scheduled Destination; or
- c) transport You to Your originally scheduled Return Destination of Your Trip.

The benefit payable for the above will not exceed the cost of a one-way economy airfare (or first or business class, if the original tickets were first or business class) by the most direct route less any refunds paid or payable for Your unused original tickets.

Trip Interruption must occur while coverage is in effect for You due to any of the following covered Unforeseen reasons, as defined:

1. Your or a Family Member's death, which occurs while You are on Your Trip;
2. Your or a Family Member's Sickness or Injury, that:
 - a) occurs while You are on Your Trip;
 - b) is examined and treated by a Physician prior to the time of interruption unless it is not reasonably possible to do so; and
 - c) as certified by a Physician, results in medical restrictions so disabling as to prevent Your continued participation on Your Trip;
3. Sickness, Injury, or death of Your Child Caregiver, which results in medically imposed restrictions as certified by a Physician at the time of loss preventing You continuing on Your Trip. A Physician must advise the Child Caregiver is unable to provide basic childcare services while You are on Your Trip; or
4. You must interrupt Your Trip due to Other Covered Events as defined, provided such circumstances occur while coverage is in effect:

Other Covered Events means:

If You cannot continue on Your Trip due to a covered Injury or Sickness not requiring Hospitalization and You must extend Your Trip due to medically imposed restrictions, as certified by a treating Physician, benefits will be paid for additional hotel nights, meal(s), telephone call(s) and local transportation expenses until You are Medically Fit to Travel up to \$100 per day, limited to 5 days.

These benefit(s) will not duplicate any other benefits payable under the certificate or any coverage(s) attached to the certificate.

TRIP DELAY

We will reimburse You, up to the Maximum Benefit Amount shown in the Schedule of Benefits, for the unused, forfeited, prepaid non-refundable Payments or Deposits for the Travel Arrangements and Reasonable Additional Expenses, plus the Additional Transportation Cost paid, if Your Trip is delayed at least 6 consecutive hours from the original departure time to:

- a. join Your Trip if You must depart after Your Scheduled Departure Date or travel via alternate travel arrangements; or
- b. rejoin Your Trip from the point where You interrupted Your Trip to the next Scheduled Destination; or
- c. transport You to Your originally scheduled return or final destination of Your Trip.

The Trip Delay must occur while coverage is in effect for You due to any of the following covered Unforeseen reason(s).

1. You are not directly involved in but are delayed due to a traffic accident, while en route to Your Scheduled Trip Departure City or Scheduled Destination. The traffic accident must be documented by a police report;
2. Common Carrier delay (the delay must be documented by a Common Carrier);
3. You are hijacked or Quarantined;
4. An unannounced Strike results in a complete cessation of services for at least 6 consecutive hours of a Common Carrier on which You are scheduled to travel which prevents You from reaching the Scheduled Destination;
5. Inclement Weather that causes a: delay or closure of public roadways by local government authorities, on Your Trip route, which prevents You from reaching Your Scheduled Destination;
6. Due to a Natural Disaster, a mandatory evacuation order by local government authorities at Your Scheduled Trip Departure City or Scheduled Destination is issued which prevents You from traveling to/arriving at Your Scheduled Trip Departure City or Scheduled Destination;
7. Security Breach, Civil Disorder or Riot while at an airport or other port for at least 6 consecutive hours preventing You from reaching Your Scheduled Destination or departing on Your Trip.

Receipts must accompany Reasonable Additional Expenses incurred.

These benefit(s) will not duplicate any other benefits payable under the certificate or any coverage(s) attached to the certificate.

SINGLE SUPPLEMENT

We will reimburse You, up to the Maximum Benefit Amount shown in the Schedule of Benefits, for the additional cost incurred as a result of a change in the per person occupancy rate for prepaid non-refundable Travel Arrangements if a person booked to share accommodations with You cancels or interrupts his/her Trip due to any of the covered Unforeseen reasons or Other Covered Events shown in Your Trip Cancellation and / or Trip Interruption section(s) and You do not cancel or interrupt Your Trip. Proof of cancellation or interruption by a person booked to share accommodations with You is required.

These benefit(s) will not duplicate any other benefits payable under the certificate or any coverage(s) attached to the certificate.

MEDICAL EVACUATION AND REPATRIATION OF REMAINS

Benefits will be paid, up to the Maximum Benefit Amount shown in the Schedule of Benefits, when You suffer a Sickness, Injury, or Loss of life, during Your Trip, for the following:

Emergency Medical Evacuation

We will pay for the Usual and Customary transportation expenses for an Emergency Medical Evacuation, to the nearest suitable Hospital or medical facility where Medically Necessary treatment is available to treat an Unforeseen Sickness or Injury provided:

1. the local attending Physician and Our designated Travel Assistance Services Provider determine that Your condition is acute, severe or life threatening; and

2. that adequate Medically Necessary treatment is not available in Your immediate area.

Medical Repatriation

Following an Emergency Medical Evacuation or a covered Injury or Sickness, We will pay for Medical Evacuation expenses to return You to Your point of origin, Your Primary Residence, or to a Hospital or medical facility closest to Your Primary Residence capable of providing continued treatment, if Your local attending Physician and Our designated Travel Assistance Services Provider determine that it is Medically Necessary.

We will pay for one of the following methods of transportation, as pre-approved (prior to the evacuation) and arranged by Us or Our designated Travel Assistance Services Provider:

- a. one-way economy transportation;
- b. commercial air upgrade to business or first class, less refunds from Your unused transportation tickets;
- c. other covered land or air transportation including, but not limited to, commercial stretcher, Medical Escort, or the contracted charges for air ambulance.

Transportation must be via the most direct, efficient and economical method of conveyance. In all cases, where practical, economy fare will be utilized. If possible, Your Common Carrier tickets will be used.

We will also pay a benefit for Usual and Customary expenses incurred for a Medical Escort's transportation and accommodations if an onsite attending Physician recommends in writing that a Medical Escort accompany You.

Medical Escort means a medically trained professional who is approved by Us or Our designated Travel Assistance Services Provider, and is contracted to accompany and provide medical care to a sick or injured person while they are being transported.

Advance Payment: We will pay covered expenses directly to the service provider if You require a Medical Repatriation while on Your Trip, and the provider requires payment prior to service. This amount will be deducted from the benefit limit shown in the Schedule of Benefits. You agree to reimburse this payment to Us if: (a) You do not complete the claims process as outlined in the Payment of Claims section; or (b) it is determined that Your Medical Repatriation claim is not covered.

We will not pay the benefits for any loss caused by or resulting from the transportation taken against the advice of the local attending Physician.

Medical Evacuation expenses will only be payable at the Usual and Customary level or payment for necessary transportation, related medical services and medical supplies.

Repatriation of Remains

Benefits will be paid for covered Repatriation Expenses incurred, up to the Maximum Benefit Amount shown in the Schedule of Benefits, to return Your body to Your city of Primary Residence or Your origination point or to the place of burial in the United States of America if You die during Your Trip.

Repatriation Expenses means:

- a) embalming or local cremation; and
- b) associated temporary storage costs for up to 30 days, or until local authorities of the country/state in which the death occurred, will permit further transportation of the body, whichever is later; and the most economical coffin or receptacle adequate to transport the remains;
- c) the cost of transportation of the remains, by the most direct and economical conveyance and route possible, to: 1) the nearest location where the body can be embalmed or cremated, if not locally available; and/or 2) the receiving funeral home or morgue, at the Return Destination, or a different place of burial within the United States; and
- d) the cost for the creation and transmission of necessary documentation required to transport the body, such as a death certificate, autopsy or police report.

All Repatriation Expenses must be authorized and arranged in advance by Us or Our designated Travel Assistance Services Provider. Once Your remains are claimed by the receiving funeral home or morgue, or in the event of local cremation, coverage under this benefit ends.

Dispatch of a Physician: If the local attending Physician and Our designated Travel Assistance Services Provider cannot adequately assess Your need for Emergency Medical Evacuation or transportation, and a Physician is dispatched by the Travel Assistance Services Provider to make such assessment, benefits will be paid for the travel expenses incurred and medical services provided by the dispatched Physician.

In the event You have not contacted Us or Our designated Travel Assistance Services Provider to arrange for Emergency Medical Evacuation, Medical Repatriation, or Repatriation of Remains, benefits will be limited to the amount We would have paid had We or Our designated Travel Assistance Services Provider been contacted and related services pre-approved.

These benefit(s) will not duplicate any other benefits payable under the certificate or any coverage(s) attached to the certificate.

ADDITIONAL MEDICAL EVACUATION

Transportation of Children/Child: If You die or are Hospitalized for more than 3 consecutive days following an Emergency Medical Evacuation, We will pay up to the cost of a single one-way economy transportation ticket, or same class as the original transportation ticket, less the value of any applied credit from any unused return travel tickets for each person, to return Your Children/Child who were accompanying You on Your Trip (and any accompanying minor persons under Your care) who are left unattended by Your death or Hospitalization to their Primary Residence or to Your residence in the United States, including the cost of an attendant, if considered necessary by Us or Our designated Travel Assistance Services Provider.

Bedside Visit Transportation to Join You: If You are or will be Hospitalized for more than 3 consecutive days following an Emergency Medical Evacuation or Injury and Sickness that occurred during Your Trip, We will pay, up to the cost of a single round-trip economy transportation ticket, up to the Maximum Benefit Amount shown in the Schedule of Benefits, for Reasonable Additional Expenses for one person chosen by You to visit Your bedside, provided You are traveling alone and Emergency Medical Evacuation or Medically Necessary Repatriation is not imminent.

You must provide all receipts for all covered expenses incurred during the stay.

Additional Medical Evacuation Benefits are supplemental to benefits provided under Medical Evacuation and Your Medical Evacuation coverage may not exceed the amount shown in the Schedule of Benefits.

These benefit(s) will not duplicate any other benefits payable under the certificate or any coverage(s) attached to the certificate.

POLITICAL OR SECURITY EVACUATION

We will pay, up to the Maximum Benefit Amount shown in the Schedule of Benefits, for all reasonable Political or Security Evacuation expenses and Related Costs incurred for Your transportation, if You must interrupt Your Trip for a covered Political or Security Event and while traveling outside Your Home Country.

The Political or Security Evacuation must occur within 14 days of the Political or Security Event, and the arrangements will be by the most appropriate and by most efficient, practical and economical means available and consistent with Your health and safety.

Following the Political or Security Evacuation and when safety allows, We will pay for one-way economy transportation and Related Costs to return You to one of the following locations as chosen by You:

- a. back to Your point of origin for Your Trip; or
- b. to the Nearest Place of Safety necessary to ensure Your safety and well-being as determined by Us or Our designated Travel Assistance Services Provider.

POLITICAL OR SECURITY EVACUATION COVERAGE DEFINITIONS

Political or Security Evacuation means Your extraction from or within the Host Country due to an Occurrence that results in You being placed in imminent physical danger.

Political or Security Event means:

1. civil, military or political unrest for which a formal written recommendation from the appropriate local government authorities, or the U.S. State Department, for You to leave a country is issued;
2. You being expelled or declared a persona non-grata by a country You are visiting on Your Trip.

Children under the age two (2) for whom no Travel Arrangements are obtained but are named on Your travel itinerary will be covered for Political or Security Evacuation.

POLITICAL OR SECURITY EVACUATION COVERAGE CONDITIONS AND LIMITATIONS

1. The benefits and services described herein are provided to You only if authorized, arranged and coordinated by Us or Our designated Travel Assistance Services Provider;
2. We will not pay for any loss or expense recoverable under any other valid and collectible insurance or through an employer;
3. We or Our designated Travel Assistance Services Provider has sole discretion regarding the means, methods and timing of a Political or Security Evacuation. However, the decision to travel is Your sole responsibility;
4. We are not responsible for the availability, timing, quality, results of, or failure to provide any service caused by conditions beyond Our control. This includes Our inability to provide You an evacuation or any additional services when United States of America law, local laws or regulatory agencies prohibit the rendering of such evacuation or service. We will not cover a Political or Security Evacuation from OFAC designated countries;
5. We will not pay any costs or expenses arising from:
 - a. Political or Security Evacuation from Your Home Country;
 - b. Political or Security Evacuation when the Political or Security Event precedes Your arrival in the Host Country;
 - c. Political or Security Evacuation when the evacuation notice has been issued or posted by the recognized government of Your Home Country or the Host Country for a period of more than seven (7) days and You have failed to notify Us or Our designated Travel Assistance Services Provider regarding Your need to be evacuated;
 - d. the actual or threatened use or release of any nuclear, chemical or biological weapon or device, or exposure to nuclear reaction or radiation, regardless of contributory cause;
 - e. We will not pay for any loss or expense arising from or attributable to: a) fraudulent or criminal acts committed or attempted by You; b) alleged violation of the laws of the country You are visiting, unless We determine such allegations to be fraudulent; or c) failure to maintain required documents or visas;
 - f. We will not pay for any loss or expense arising from or attributable to: a) debt, insolvency, business or commercial failure; b) the repossession of any property; or c) Your non-compliance with a contract, license or permit;
 - g. We will not pay for any loss or expense arising from or due to liability assumed by You under any contract;
 - h. Your arrival into a country for which a formal recommendation in the form of a travel alert or travel warning from the U.S State Department advising caution at a level 3 or higher in traveling to specified destinations due to reasons such as armed violence, civil or political unrest, high incidence of crime (specially kidnapping and/or murder), natural disaster or outbreak of one or more contagious diseases has been issued preceding Your arrival into that country on Your Trip.

Right of Recovery: If, after a Political or Security Evacuation is completed, it becomes clear that You were an active participant in the events that led to a Political or Security Event, We have the right to recover all transportation and Related Costs from You.

These benefit(s) will not duplicate any other benefits payable under the certificate or any coverage(s) attached to the certificate.

NATURAL DISASTER EVACUATION

We will pay, up to the Maximum Benefit Amount shown in the Schedule of Benefits, for all reasonable Natural Disaster Evacuation expenses and Related Costs incurred for Your transportation, if You must interrupt Your Trip for a covered Natural Disaster Event and while traveling outside Your Home Country.

The Natural Disaster Evacuation must occur within 14 days of the Natural Disaster Event, and the arrangements will be by the most appropriate and by most efficient, practical and economical means available and consistent with Your health and safety.

Following the Natural Disaster Evacuation and when safety allows, We will pay for one-way economy transportation and Related Costs to return You to one of the following locations as chosen by You:

- a. back to Your point of origin for Your Trip; or
- b. to the Nearest Place of Safety necessary to ensure Yours safety and well-being as determined by Us or Our designated Travel Assistance Services Provider.

NATURAL DISASTER EVACUATION COVERAGE DEFINITIONS

Natural Disaster Evacuation means Your extraction from or within the Host Country due to a Natural Disaster Event that results in You being placed in imminent physical danger.

Natural Disaster Event results in such severe and widespread damage that the area of damage is officially declared a disaster area by the appropriate local government authorities of the Host Country, and the area is deemed to be Uninhabitable or dangerous.

Children under the age two (2) for whom no Travel Arrangements are obtained but are named on Your travel itinerary will be covered for Natural Disaster Evacuation.

NATURAL DISASTER EVACUATION COVERAGE CONDITIONS AND LIMITATIONS

1. The benefits and services described herein are provided to You only if authorized, arranged and coordinated by Us or Our designated Travel Assistance Services Provider;
2. We will not pay for any loss or expense recoverable under any other valid and collectible insurance or through an employer;
3. We or Our designated Travel Assistance Services Provider has sole discretion regarding the means, methods and timing of a Natural Disaster Evacuation. However, the decision to travel is Your sole responsibility;
4. We are not responsible for the availability, timing, quality, results of, or failure to provide any service caused by conditions beyond Our control. This includes Our inability to provide You an evacuation or any additional services when United States of America law, local laws or regulatory agencies prohibit the rendering of such evacuation or service. We will not cover a Natural Disaster Evacuation from OFAC designated countries;
5. We will not pay any costs or expenses arising from:
 - a. Natural Disaster Evacuation from Your Home Country;
 - b. Natural Disaster Evacuation when the Natural Disaster Event precedes Your arrival in the Host Country;
 - c. Natural Disaster Evacuation when the evacuation notice has been issued or posted by the recognized government of Your Home Country or the Host Country for a period of more than seven (7) days and You have failed to notify Us or Our designated Travel Assistance Services Provider regarding Your need to be evacuated;
 - d. the actual or threatened use or release of any nuclear, chemical or biological weapon or device, or exposure to nuclear reaction or radiation, regardless of contributory cause;

- e. We will not pay for any loss or expense arising from or attributable to: a) fraudulent or criminal acts committed or attempted by You; b) alleged violation of the laws of the country You are visiting, unless We determine such allegations to be fraudulent; or c) failure to maintain required documents or visas;
- f. We will not pay for any loss or expense arising from or attributable to: a) debt, insolvency, business or commercial failure; b) the repossession of any property; or c) Your non-compliance with a contract, license or permit;
- g. We will not pay for any loss or expense arising from or due to liability assumed by You under any contract;
- h. Your arrival into a country for which a formal recommendation in the form of a travel alert or travel warning from the U.S State Department advising caution at a level 3 or higher in traveling to specified destinations due to reasons such as armed violence, civil or political unrest, high incidence of crime (specially kidnapping and/or murder), natural disaster or outbreak of one or more contagious diseases has been issued preceding Your arrival into that country on Your Trip.

Right of Recovery: If, after a Natural Disaster Evacuation is completed, it becomes clear that You were an active participant in the events that led to a Natural Disaster Evacuation, We have the right to recover all transportation and Related Costs from You.

These benefit(s) will not duplicate any other benefits payable under the certificate or any coverage(s) attached to the certificate.

ADDITIONAL EVACUATION BENEFIT

Baggage Return: If You are evacuated, as covered under this certificate, and Your Baggage doesn't accompany You during evacuation, We will reimburse You or Your Travel Supplier, up to the Maximum Benefit Amount shown in the Schedule of Benefits, for any cost associated with transporting Your Baggage to:

- (a) the location You were evacuated to; or
- (b) Your Return Destination or Primary Residence.

This benefit is provided as a supplement to the Baggage Delay benefit and the total benefits paid may not exceed the Baggage Delay limits as per the Schedule of Benefits.

These benefit(s) will not duplicate any other benefits payable under the certificate or any coverage(s) attached to the certificate.

SECTION V PROTECTION FOR YOUR BELONGINGS

BAGGAGE AND PERSONAL EFFECTS

We will reimburse You, up to the Maximum Benefit Amount shown in the Schedule of Benefits, if Your Baggage and Personal Effects, which are lost, stolen, damaged or destroyed during Your Trip less any amount paid or payable by a Common Carrier, hotel, Travel Supplier or any other party responsible for Your loss, provided You have taken all reasonable measures to protect, save and/or recover Your property at all times.

We will also reimburse You, up to the Maximum Benefit Amount shown in the Schedule of Benefits, for fees associated with the replacement of Your passport, visas and other travel documents which are lost, stolen, damaged or destroyed during Your Trip and for charges and interest incurred due to unauthorized use or replacement of Your lost or stolen credit cards if such use or loss occurs during Your Trip, subject to verification that You have complied with all conditions of the credit card company.

Valuation and Payment of Loss:

The lesser of the following amounts will be paid:

- a. the Actual Cash Value as determined by Us; or
- b. the cost to repair or replace the item with material of a like kind and quality

not to exceed the Maximum Benefit Amount shown in the Schedule of Benefits.

For claimed items without original receipts, payment of loss will be calculated based upon 75% of the Actual Cash Value at the time of loss, not to exceed the Maximum Benefit Amount shown in the Schedule of Benefits. We may take all or part of the damaged items at the appraised or agreed value by Us.

In the event of a loss to a pair or set of items, We may choose to:

- a. repair or replace any part to restore the pair or set to its value before the loss; or
- b. pay the difference between the Actual Cash Value of the items before and after the loss.

Items subject to Special Limitations

The following items are subject to the maximum combined amount(s) shown in the Schedule of Benefits: jewelry, precious or semi-precious gems, decorative or personal articles consisting in whole or in part of silver, gold, or platinum, watches, furs or articles trimmed with fur, cameras and camera equipment, computers, laptop or table computers and other digital or electronic equipment or media.

These benefits will not duplicate any other benefits payable under the certificate or any coverage(s) attached to the certificate.

BAGGAGE DELAY

We will reimburse You, up to the Maximum Benefit Amount shown in the Schedule of Benefits, for the cost of Necessary Personal Items purchased by You while on Your Trip, if Your checked Baggage is delayed or misdirected by a Common Carrier for at least 24 consecutive hours or more from Your time of arrival at a Scheduled Destination other than Your Return Destination.

This coverage terminates upon Your arrival at the Return Destination of Your Trip.

Necessary Personal Items means replacement for clothing, or toiletry, or eyewear, which are included in Your Baggage and Personal Effects and are required for Your Trip. Necessary Personal Items do not include jewelry, perfume or alcohol.

These benefit(s) will not duplicate any other benefits payable under the certificate or any coverage(s) attached to the certificate.

EXCLUSIONS AND LIMITATIONS apply to Baggage and Personal Effects, and Baggage Delay:

We will not provide benefits for any loss or damage for the following items:

- a. animals;
- b. automobiles and automobile equipment;
- c. boats or other vehicles or conveyances;
- d. motorcycles;
- e. trailers;
- f. motors;
- g. aircraft;
- h. bicycles, except when checked as baggage with a Common Carrier;
- i. household effects and furnishings;
- j. antiques and collectors' items;
- k. any type of or repair or replacement of any type of sunglasses, or artificial teeth, dentures, dental braces, dental bridges, retainers or other orthodontic devices or hearing aids and prosthetics;
- l. artificial limbs or other prosthetic devices;
- m. prescribed medications;
- n. keys, money, stamps and credit cards (except as otherwise specifically covered herein);
- o. securities, stamps, tickets and documents (except as coverage is otherwise specifically provided herein);
- p. professional or occupational equipment or property, whether or not electronic business equipment with the exception of personal diving equipment;
- q. sports equipment if the loss results from the use thereof.

Losses not covered:

We will not provide benefits for any loss or damage caused by or resulting from:

- a. breakage of brittle or fragile articles;
- b. wear and tear or gradual deterioration;
- c. confiscation or appropriation by order of any government or custom's rule;
- d. theft or pilferage while left in any unlocked vehicle;
- e. property illegally acquired, kept, stored or transported;
- f. Your negligent acts or omissions;
- g. property shipped as freight or shipped prior to the Scheduled Departure Date;
- h. electrical current, including electric arcing that damages or destroys electrical devices or appliances.

SECTION VI GENERAL DEFINITIONS

Accident means a sudden, unexpected unusual specific event that occurs at an identifiable time and place, and shall also include exposure resulting from a mishap to a conveyance in which You are traveling.

Actual Cash Value means current replacement cost of such item of like kind and quality.

Accommodation(s) means any establishment used for the purposes of temporary, overnight lodging such as apartment, condominium, or other vacation or timeshare residential unit(s).

Additional Transportation Cost means the actual cost incurred for one-way economy transportation (or for the original class of fare, if the original tickets were for a higher class of fare) by Common Carrier by the most direct route, less any refunds paid or payable, for Your unused original tickets.

Baggage and Personal Effects means luggage and personal possessions taken by You on Your Trip, whether owned, borrowed, or rented and also includes the following items: travel documents, passport, visa(s).

Caregiver means an individual employed for the purpose of providing assistance with activities of daily living to You or to Your Family Member who has a physical or mental impairment. The caregiver must be employed by You or Your Family Member. A caregiver is not a babysitter; childcare service, facility or provider; or persons employed by any service, provider or facility to supply assisted living or skilled nursing personnel.

Child Caregiver means an individual providing basic childcare service needs for Your minor Children under the age of 18 while You are on Your Trip without the minor Children. Arrangements for having child caregiver services during Your Trip must be made 15 or more days prior to the Scheduled Departure Date.

Children/Child means a person under age of 18 and primarily dependent on You for support and maintenance.

The age limit does not apply to a child who is incapable of self-sustaining employment by reason of mental or physical incapacity.

Civil Disorder or Riot means a public disturbance by a person or persons acting in revolt, coup, rebellion or resistance against an established government or civil authority or involvement in acts of violence that causes immediate danger, damage, or injury to others or their property.

Common Carrier means an air, land, sea conveyance operated under a license for the transportation of passengers for hire not including taxicabs or rented, leased or privately owned motor vehicles.

Complications of Pregnancy means conditions (when the pregnancy is not terminated) whose diagnoses are distinct from pregnancy but are adversely affected by pregnancy or are caused by pregnancy. These conditions include hyperemesis gravidarum, preeclampsia, eclampsia, gestational diabetes, gestational hypertension, acute nephritis, nephrosis, cardiac decompensation, and missed abortion. Complications of pregnancy also include non-elective cesarean section, ectopic pregnancy which is terminated and spontaneous termination of pregnancy, which occurs during a period of gestation in which a viable birth is not possible.

Complications of pregnancy do not include Physician-prescribed rest during the period of pregnancy (except due to conditions noted above), false labor, occasional spotting, morning sickness, elective abortion, and similar conditions associated with the management of a difficult pregnancy, not constituting a categorically distinct complication of pregnancy.

Domestic Partner means an opposite or a same-sex partner who is at least eighteen (18) years of age and has met all of the following requirements for at least 6 months:

- a) resides with You;
- b) shares financial assets and obligations with You;
- c) is not related by blood or adoption to You to a degree of closeness that would prohibit a legal marriage;
- d) neither You nor domestic partner is married to anyone else, nor has any other domestic partner.

We may require proof of the Domestic Partner relationship in the form of a signed and completed Affidavit of Domestic Partnership or whatever documentation as required by the state in which You reside.

Effective Date means the date and time Your coverage begins, as indicated in When Coverage Begins and Ends section of this certificate.

Epidemic means an outbreak of a contagious disease that spreads rapidly and widely and that is or has been identified as an epidemic by The United States Centers for Disease Control and Prevention (CDC) or World Health Organization (WHO).

Elective Treatment And Procedures means any medical treatment or surgical procedure that is not medically necessary including any service, treatment, or supplies that are deemed by the federal, or a state or local government authority, or by Us to be research or experimental or that is not recognized as a generally accepted medical practice.

Experimental or Investigative means treatments, devices or prescription medications, which are recommended by a Physician, but are not considered by the U.S. medical community as a whole, to be safe and effective for the condition for which the treatments, devices or prescription medications are being used. This includes any treatments, procedures, facilities, equipment, drugs, drug usage, devices, or supplies not recognized as accepted medical practice, and any of those items requiring federal or other U.S. governmental agency approval not received at the time services are rendered.

Family Member means the following relatives of You:

- a) Spouse, civil union partner, Domestic Partner;
- b) children, children-in-law, step-children, foster children, ward or legal ward;
- c) siblings, siblings-in-law, step-siblings;
- d) parents, parents-in-law, step-parents, legal guardians, or guardians;
- e) grandparents, step-grandparents, grandchildren, or step-grandchildren;
- f) step-aunts or step-uncles;
- g) aunts or uncles;
- h) nieces or nephews; step- nieces or step- nephews.

Financial Default or Financial Insolvency means the total cessation of operations due to insolvency, with or without the filing of a bankruptcy petition or the total cessation or complete suspension of operations following the filing of a bankruptcy petition, whether voluntary or involuntary by an airline, or cruise line, tour operator or other travel provider provided the Financial Default or Financial Insolvency occurs more than 14 days following Your Effective Date for Your Trip Cancellation Benefits.

Home Country means the country or territory of residence or Your citizenship as shown on Your passport. If You have dual citizenship, for the purposes of this benefit, Your Home Country is the country of the passport You used to enter the Host Country, while covered under this certificate.

Hospital means a facility that:

- a. is operated according to law for the care and treatment of sick or Injured people;
- b. is licensed or recognized as a general hospital by the proper authority of the state in which it is located;

- c. is recognized as a general hospital by the Joint Commission on the Accreditation of Hospitals;
- d. is operated for the care and treatment of resident in-patients with a registered graduate nurse (RN) always on duty and with a laboratory and X-ray facility.

A Hospital does not include:

1. a nursing, convalescent or geriatric unit of a Hospital when a patient is confined mainly to receive nursing care;
2. a facility which primarily treats drug, marijuana or alcoholism addictions; or
3. a facility that is, other than incidentally, a clinic, a rest home, nursing home, convalescent home, home health care, or home for the aged, nor does it include any ward, room, wing or other section of the Hospital that is used for such purposes.

Hospitalized or Hospitalization means admitted to a Hospital overnight or where the patient is charged by the Hospital for a minimum of one day of Inpatient charges.

Host Country means a country or territory You are visiting or in which You are living which is not Your Home Country, other than an excluded country, while covered under this certificate.

Inclement Weather means any severe weather condition that delays the scheduled arrival or departure of a Common Carrier.

Injury(ies)/Injured means a bodily injury caused by an Accident occurring while Your coverage under this certificate is in force and resulting directly and independently of all other causes of loss covered by this certificate. Injury must not be caused by, or result from, Sickness. The injury(ies) requires examination and treatment and must be verified by a Physician.

Inpatient means a person:

- a) who is confined in a Hospital as a registered bed patient overnight; and
- b) for whom at least one day's room and board is charged by the Hospital unless confined as an Inpatient in any military, veterans or other government supported or sponsored Hospital for which a charge for room and board is not made.

Medically Fit to Travel means based on assessment by a treating Physician, following Your Injury or Sickness that occurs while on Your Trip, You are medically able to travel.

Medically Necessary means that a treatment, service, or supply:

- a) is essential for diagnosis, treatment, or care of the Injury or Sickness for which it is prescribed or performed;
- b) meets generally accepted standards of medical practice;
- c) is ordered by a Physician and performed under his or her care, supervision, or order; or
- d) is not used for the convenience of You, Physician, other providers, or any other person.

Mental, Nervous or Psychological Condition or Disorder means a mental or nervous health condition including, but not limited to: anxiety, depression, and neurosis, panic attack, phobia (such as fear of flying, fear of terrorism, fear of disease, etc.), psychosis; or any related physical manifestation. Mental, Nervous or Psychological Condition or Disorder does not include drug addiction, marijuana addiction, or alcohol addiction.

Natural Disaster means a flood, tsunami, cyclone, hurricane, tornado, earthquake, mudslide, avalanche, landslide, volcanic eruption, sandstorm, sinkhole, named winter storm, severe hail storm, fire, wildfire or blizzard; all of which are due to natural causes.

Nearest Place of Safety means a location determined by Us or Our designated Travel Assistance Services Provider where:

- a) You can be presumed safe from the Occurrence that precipitated Your security evacuation; and
- b) You have access to transportation to Your Home Country; and
- c) You have the availability of temporary lodging, if needed.

Occurrence means any of the following situations in which You find Yourself while covered by this certificate:

- a. expulsion from a Host Country or being declared persona non-grata on the written authority of the recognized government of a Host Country;
- b. political or military events or Civil Disorder or Riot involving a Host Country, if the government authorities in Your Home Country or in the Host Country issue an advisory stating that citizens of Your Home Country or citizens of the Host Country should leave the Host Country;
- c. Natural Disaster within 7 days of an event.

Payments or Deposits means the cash, check, or credit card amounts actually paid for Your Travel Arrangements. Certificates, vouchers, discounts and/or credits applied (in part or in full) towards the cost of Your Travel Arrangements are not Payments or Deposits as defined herein.

Partial Hospitalization means an outpatient program specifically designed for the diagnosis or active treatment of a serious mental disorder when there is a reasonable expectation for improvement or when it is necessary to maintain a patient's functional level and prevent relapse or full hospitalization. Partial Hospitalization programs are usually furnished by a Hospital as distinct and organized intensive ambulatory treatment service of less than 24-hour daily care.

Physician means a licensed practitioner of medical or surgical services or the healing arts including an accredited Christian Science Practitioner, acting within the scope of his/her license in the jurisdiction where the services are rendered. The treating Physician cannot be You or a Family Member.

Pre-Existing Medical Condition means an illness, disease, or other condition during the 180-day period immediately prior to the date Your coverage is effective for which You:

- 1) received or received a recommendation for a test, examination, or medical treatment for a condition which first manifested itself, worsened or became acute, or had symptoms which would have prompted a reasonable person to seek diagnosis, care or treatment; or
- 2) took or received a prescription for drugs or medicine. Item (2) of this definition does not apply to a condition which is treated or controlled solely through the taking of prescription drugs or medicine and remains treated or controlled without any adjustment or change in the required prescription throughout the 180 day period before coverage is effective under this certificate.
- 3) required a change in prescribed medication. Change in prescribed medication means the dosage or frequency of a medication has been reduced, increased, stopped and/or new medications have been prescribed due to the worsening of an underlying condition that is being treated with the medication, unless the change is:
 - a) between a brand name and a generic medication with comparable dosage; or
 - b) an adjustment to insulin or anti-coagulant dosage.

Death resulting from a pre-existing medical condition will not be excluded. Death must occur prior to the termination date of the benefit under which the claim is being made.

Primary Residence means Your fixed, permanent and main home for legal and tax purposes.

Quarantined means You are forced into strict medical isolation by a recognized government authority, their authorized deputies, medical examiners or Physician to prevent the spread of the disease due to You either having, or being suspected of having an contagious disease, infection or contamination.

An embargo preventing You from entering a country is not a quarantine.

Reasonable Additional Expenses means reasonable expenses for meals, taxi fares, essential telephone calls, local transportation, and lodging which are necessarily incurred as the result of a Common Carrier or Trip Delay and which are not provided by the Common Carrier or any other party free of charge.

Related Costs means food, lodging and if necessary, physical protection for You during the transport to the Nearest Place of Safety.

Return Destination means Your final destination as shown in the itinerary or other travel documents and the place to which You expect to return from Your Trip.

Scheduled Departure Date means the date on which You are originally scheduled to leave on Your Trip. This date is specified in the itinerary or other travel documents.

Scheduled Destination means as shown in the itinerary or other travel documents where You expect to travel to on Your Trip other than Return Destination.

Scheduled Return Date means the date on which You are scheduled to return to the point where Your Trip started or to a different specified Return Destination.

Scheduled Trip Departure City means the city from which You are originally scheduled to depart on the Trip.

Security Breach means any incident involving unauthorized and uncontrolled access by an individual or prohibited item into a sterile area or secured area of an airport that is determined by TSA or other airport security officials to present an immediate danger.

Sickness means an illness or disease of the body, that commences while Your coverage is in effect and requires examination, diagnosis and treatment by a Physician.

An illness or disease of the body that first manifests itself and then worsens or becomes acute prior to the Effective Date of Your coverage is not a Sickness as defined herein and is not covered by the certificate.

Sickness does not include any Mental, Nervous or Psychological, Condition or Disorders including but not limited to anxiety, depression, neurosis, phobia, psychosis; or any related physical manifestation.

Spouse means Your lawful spouse, if not legally separated or divorced. For the purposes of this certificate, the term spouse includes civil union partner whenever used.

Strike means a labor disagreement resulting in a stoppage of work which:

- a) is unannounced and unpublished at time this certificate is purchased;
- b) is organized, and legally sanctioned by a labor union or other organized association of workers, in a trade or profession, formed to protect and further their rights and interests; and
- c) interferes with the normal departure and arrival of a Common Carrier.

Terrorist Incident means an act of violence by any person acting on behalf of or in connection with any organization which is generally recognized as having the intent of overthrow or influence the control of any government and an act of violence committed by a Foreign Terrorist Organization (designated or recognized as such by the US State Department) that results in property damage, Injury or loss of life.

Third Party(ies) means any person, corporation or other entity (except You, Rental Property and Us).

Time Sensitive Period means insurance must be purchased within 3 days of the date Your initial Payments or Deposits for Your Trip is received.

Travel Arrangements means: (a) transportation; (b) accommodations; and (c) other specified services arranged for Your Trip arranged by, but not directly provided by Your Travel Supplier.

Travel Assistance Services Provider means the Assistance Company as listed within the Description of Coverage.

Travel Supplier means any entity or organization that coordinates or supplies Travel Arrangements for You:

1. from whom this certificate is purchased; and
2. with whom You booked Your Travel Arrangements.

Trip means a scheduled Trip of 180 days or less in length; for which coverage is elected and the premium paid and all Travel Arrangements are arranged prior to the Scheduled Departure Date; and is 100 miles or more from Your Primary Residence.

Trip Cost means the dollar amount for Trip Payments or Deposits:

- a. which are not refunded or refundable by the Travel Supplier, or are subject to restrictions; and
- b. which are not bit coins or digital currency; and
- c. which are paid by or on Your behalf prior to Your Trip Scheduled Departure Date, or which You are obligated, or later becomes obligated, to pay as a result of cancelling or interrupting Your Trip; and
- d. which are identified by You on the enrollment documents; and
- e. for which insurance was purchased.

Unforeseen means not known, anticipated or reasonably expected, and occurring after the effective date of the benefit under which the claim is being made.

Uninhabitable means:

- (1) the building structure itself is unstable and there is a risk of collapse in whole or in part; or
- (2) there is exterior or structural damage allowing elemental intrusion, such as rain, wind, hail or flood; or
- (3) immediate safety hazards have yet to be cleared, such as debris or downed electrical lines; or
- (4) the property is without electric gas, sewer service or water; or
- (5) local government authorities have issued a mandatory evacuation; or
- (6) the destination is inaccessible by the mode of transportation as shown on the travel documents or itinerary.

Usual and Customary means the comparable level of charges for similar treatment, services and supplies in the geographic area where treatment, services or supplies are provided or performed.

Wanton means senseless, unprovoked, unjustifiable, or deliberately malicious.

Willful means deliberate or intentional.

You or **Your** means the person that is scheduled to participate on a Trip; for whom any required enrollment has been completed and the required premium has been paid.

SECTION VII EXCLUSIONS AND LIMITATIONS

Unless otherwise shown below, these exclusions apply to You.

The following exclusion(s) appl(y)(ies) to the Trip Cancellation, Trip Interruption.

We will not pay for any loss or expense caused due to, arising or resulting from:

1. a Pre-Existing Medical Condition, as defined in the certificate;
2. being arrested for a DUI/ DWI and as result, being admitted into a (i) drug, marijuana or alcohol treatment facility; (ii) jail; or (iii) awaiting trial.

Death resulting from a Pre-Existing Medical Condition will not be excluded. Death must occur prior to the termination date of the benefit under which the claim is being made.

In addition to any applicable benefit-specific exclusion, the following general exclusions apply to all losses and all benefits.

We will not pay for any loss or expense caused due to, arising or resulting from:

1. being under the influence of drugs, marijuana or narcotics, unless administered upon the advice of a Physician as prescribed;
2. activities, losses, or claims involving or resulting from possession, production, processing, sale, or use of marijuana, illegal drugs, alcohol or substances are excluded from coverage;

3. expenses incurred by any Child born or adopted during Your Trip;
4. war or act of war, including invasion, acts of foreign enemies, hostilities between nations (whether declared or undeclared), or civil war;
5. participation in a Civil Disorder or Riot, or insurrection;
6. the commission of or attempt to commit a felony or being engaged in an illegal occupation by You;
7. directly or indirectly, the actual, alleged or threatened use, discharge, dispersal, seepage, migration, escape, release or exposure to any hazardous biological, chemical, nuclear radioactive weapon, device, material, gas, matter or contamination;
8. a loss or damage caused by detention, confiscation or destruction by customs;
9. failure of any tour operator, Common Carrier, or other travel entity, person or agency to provide the bargained-for Travel Arrangements for reasons other than Financial Insolvency or Financial Default. Important: there is no coverage for losses due to, arising or resulting from the Financial Insolvency or Financial Default of Your Travel Supplier or any entity that sold, solicited, negotiated, offered or disseminated this certificate to You;
10. Financial Insolvency or Financial Default or failure to supply services by a Travel Supplier;
11. gross negligence, or Willful and Wanton conduct by You.

MEDICALLY FIT TO TRAVEL EXCLUSION:

We will not pay any expense as a result of You having been advised in writing that You are not Medically Fit to Travel at the time of purchase of coverage for a Trip, as defined in the certificate.

If coverage for a Trip is purchased and it is later determined that You were not Medically Fit to Travel at the time of purchase of coverage for Your Trip, as defined in the certificate, the coverage is void and premium paid will be returned.

SECTION VIII PREMIUMS

PREMIUMS: Coverage is not effective unless all premium due has been paid prior to the date of loss.

SECTION IX CLAIMS PROCEDURES

Your duties in the event of a loss:

For Trip Cancellation and Trip Interruption You must:

Immediately, or as soon as possible, call Your Travel Supplier and the program administrator (see Where to Report a Claim) to report Your cancellation or interruption to avoid non-covered charges due to late reporting.

If the Insured is prevented from taking their Trip as scheduled or must interrupt their Trip due to Sickness or Injury, the Insured should obtain medical care immediately. We require an examination and treatment by a Physician prior to cancellation or interruption unless it is not reasonably possible to do so. Provide all unused transportation tickets, official receipts, etc.

For Trip Delay You must obtain any specific dated documentation, which provides proof of the reason for delay or missed connection (airline or cruise line forms, medical statements, etc.). Submit this documentation along with Your trip itinerary and all receipts for additional expenses incurred.

For Baggage and Personal Effects

In case of lost, stolen, damaged, destroyed or delayed Baggage and Personal Effects, You must:

1. report theft losses to police or other local authorities as soon as possible and obtain their written report of Your loss;

2. report the baggage delay to the Common Carrier as soon as possible. Submit proof of the report, documentation confirming delivery as well as reimbursement and receipts for essential items;
3. take reasonable steps to protect Your Baggage and Personal Effects;
4. allow Us to examine the damaged Baggage and Personal Effects. We may require the damaged item to be sent in the event of payment;
5. in the event of theft or unauthorized use of Your credit cards, You must notify the credit card company immediately to prevent further unlawful activity;
6. original receipts (if available) and a complete list of stolen, damaged or lost item(s) must be provided along with proof of loss providing amount of loss, date, time and cause of loss, and a repair estimate, if the item(s) is damaged.

SECTION X HOW TO FILE A CLAIM

Notice of Claim: Notice of claim must be reported to Us or Our authorized representative within 20 days after a loss occurs or as soon as is reasonably possible. You or someone on Your behalf may give the notice. The notice should be given to Us or Our authorized representative and should include sufficient information to identify You.

Claim Forms: When notice of claim is received by Us or Our authorized representative, Broadspire Claim Services, forms for filing proof of loss will be furnished. If these forms are not sent within 15 days, the proof of loss requirements can be met by You sending Us a written statement of what happened. This statement must be received within the time given for filing Proof of Loss.

Proof of Loss: Proof of loss must be provided within 90 days after the date of the loss or as soon as is reasonably possible. Failure to furnish such proof within provided period will not invalidate nor reduce any claim if it shall be shown not to have been reasonably possible to furnish such proof during that time. Proof of Loss must, however, be furnished no later than 12 months from the time it is otherwise required, except in the absence of legal capacity.

All claims require You to provide Broadspire Claim Services with the following: a Trip invoice, itinerary or confirmation showing details of Your Trip (dates of travel, destination, etc.); and any other information reasonably required to prove the loss.

Where to Report a Claim:

1. Online: <https://myclaimsagent.com/EFTravelerLogin>
2. Mail: Claim Benefit Services, P.O. Box 459084, Sunrise, FL 33345
3. Telephone: (877) 314-1193
4. E-mail: EFtoursclaims@choosebroadspire.com
5. Fax: (855) 830-3728
6. **Broadspire Claim Services** will accept electronic copies of claim submissions, except as expressly stated elsewhere. However, **Broadspire Claim Services** may, at its discretion, require original documentation to be sent.

Payment of Claims: Benefits for loss of life will be paid to Your designated beneficiary. If a beneficiary is not otherwise designated by You, benefits for loss of life will be paid to the first of the following surviving preference beneficiaries:

1. Your spouse;
2. Your child or children jointly;
3. Your parents jointly if both are living or the surviving parent if only one survives;
4. Your brothers and sisters jointly; or
5. Your estate.

All other benefits will be paid directly to You, unless otherwise directed. Any accrued benefits unpaid at Your death will be paid to Your estate. If You have assigned Your benefits, we will honor the assignment if a signed copy has been filed with us. We are not responsible for the validity of any assignment.

All or a portion of all benefits provided by the certificate may, at Our option, be paid directly to the provider of the service(s) to You. All benefits not paid to the provider will be paid to You.

If any benefit is payable to: (a) an Insured who is a minor or otherwise not able to give a valid release; or (b) Your estate, We may pay any amount due under the certificate to Your beneficiary or any relative whom We find entitled to the payment. Any payment made in good faith shall fully discharge Us to any party to the extent of such payment.

If You paid for the cost of Your Trip for Yourself, as well as other travelers and incurred a covered loss, benefits will be paid directly to You, unless otherwise directed.

Benefit to Bailee: This insurance will in no way inure directly or indirectly to the benefit of any carrier or other bailee.

SECTION XI GENERAL PROVISIONS

The Contract: The entire contract is made up of the Policy and amendments if applicable, the Policyholder's Master Application, a copy of which is attached and the Certificates of Insurance. This Policy may be changed, renewed, or ended without notice to or consent of any person with a beneficial interest in this Policy.

Certificates: The Company will issue Certificates to the Policyholder for their Insureds. Such Certificates will describe each person's benefits and rights under this Policy.

Excess Insurance: Insurance provided by this certificate shall be in excess of all other valid and collectible insurance or indemnity or as required by state law. If at the time of the occurrence of any loss there is other valid and collectible insurance or indemnity in place, We shall be liable only for the excess of the amount of loss, over the amount of such other insurance or indemnity, and applicable deductible. Recovery of losses from other parties does not result in a refund of premium paid.

Beneficiary Designation and Change: Your beneficiary(ies) is (are) the person(s) designated by and on file with Us or Our administrator. If You are over the age of majority and legally competent, You may change Your beneficiary designation at any time, unless an irrevocable designation has been made, without the consent of the designated beneficiary(ies), by providing Us or Our administrator with a written request for the change. When the request is received, whether You are then living or not, the change of beneficiary will relate back to and take effect as of the date of execution of the written request, but without prejudice to Us on account of any payment made by Us prior to Our receipt of the request.

Clerical Error: We or Our authorized representative may make a clerical error in keeping the data. If so, when the error is found, the premium and/or benefits will be adjusted according to the correct data. An error will not end insurance validly in force, nor will it continue insurance validly ended.

Concealment and Misrepresentation: The entire coverage will be void, if before, during or after a loss, any material fact or circumstance relating to this insurance has been concealed or misrepresented.

Conformity with Statute: Terms of this certificate that conflict with the laws of the state where it is delivered are amended to conform to such laws.

Data Needed: We or Our authorized representative will keep a record of all the data needed to compute premium and carry out the terms of this certificate. We may examine such data at any reasonable time.

Economic or Trade Sanctions: Any payments under this certificate will only be made in full compliance with all United States of America economic or trade sanction laws or regulations, including, but not limited to, sanctions, laws, and regulations administered and enforced by the U.S. Treasury Department's Office of Foreign Assets Control ("OFAC"). Therefore, any expenses incurred or claims made involving travel that is in violation of such sanctions, laws and regulations will not be covered under this certificate. For more information, You may consult the OFAC internet website at <https://www.treasury.gov/about/organizational-structure/offices/Pages/Office-of-Foreign-Assets-Control.aspx>.

Entire Contract: Changes: This certificate and any other attachments are the entire contract of insurance. No agent or other person may change it in any way. Only an officer of the Company can approve a change. Any such change must be shown in this certificate or its attachments.

Legal Actions Against Us: All certificate terms will be interpreted under the laws of the state in which the certificate was issued. No legal action may be brought to recover on the certificate within 60 days after written Proof of Loss has been furnished. No legal action for a claim may be brought against Us after 3 years from the time written Proof of Loss is required to be furnished.

Limit on Agent's Authority: No agent may change or waive any provisions of this certificate. Our office must approve any change or waiver in writing.

Misstatement of Age: If premiums are based on age and You have misstated Your age, there will be a fair adjustment of premiums based on Your true age. If the benefits for which You are insured are based on age and You have misstated Your age, there will be an adjustment of said benefit based on Your true age. We may require satisfactory proof of age before paying any claim.

Other Insurance with Us: You may be covered under only one travel certificate with Us for each Trip. If You are covered under more than one such certificate, You may select the coverage that is to remain in effect. In the event of death, the beneficiary or estate will make the selection. Premiums paid (less claims paid) will be refunded for the duplicate coverage that does not remain in effect.

Subrogation: If We have made a payment for a loss under this coverage, and the person to or for whom payment was made has a right to recover damages from the Third Party responsible for the loss, We will be subrogated to that right. You shall help Us exercise Our rights in any reasonable way that We may request; nor do anything after the loss to prejudice Our rights; and in the event You recover damages from the Third Party responsible for the loss, You will hold the proceeds of the recovery for Us in trust and reimburse Us to the extent of Our previous payment for the loss.

Physician Examination and Autopsy: We, at Our expense, may have You examined when and as often as is reasonable while the claim is pending. We may have an autopsy done (at Our expense) where it is not forbidden by law.

Termination of This certificate: Termination of this certificate will not affect a claim for loss, which occurs after You pay the premium and while the certificate is in force.

Transfer of Coverage: Coverage under this certificate cannot be transferred to anyone else.

United States Fire Insurance Company
Administrative Office: 5 Christopher Way, Eatontown, NJ 07724

ILLINOIS AMENDATORY ENDORSEMENT

This Amendatory Endorsement is attached to and made a part of the certificate. The provisions of this Amendatory Endorsement are effective on the Effective Date and will expire concurrently with the certificate, unless otherwise terminated.

The certificate is hereby amended for Illinois Residents as follows:

A. The Injury(ies)/Injured definition in the General Definitions section is deleted and replaced as follows:

Injury(ies)/Injured means a bodily injury caused by an Accident occurring while Your coverage under this certificate is in force and resulting directly and independently of disease or bodily infirmity. Injury must not be caused by, or result from, Sickness. The injury(ies) must require examination and treatment and must be verified by a Physician.

B. Any and all references to "Usual and Customary" within the certificate and any attachment thereto are hereby void and will have no effect.

C. The Legal Actions Against Us provision located within the General Provisions section is deleted and replaced as follows:

Legal Actions Against Us: All certificate terms will be interpreted under the laws of the state in which the certificate was issued. No legal action may be brought to recover on the certificate within 60 days after written Proof of Loss has been furnished. No legal action for a claim may be brought against Us after 3 years from the time written Proof of Loss is required to be furnished. However, the running of such 3 year period to bring suit is tolled from the date Proof of Loss is filed until the date the claim is denied in whole or in part.

D. The Conformity with Statute provision located within the General Provisions section is void and will have no effect.

E. The provision titled The Contract and the provision titled Entire Contract: Changes, both of which are located within the General Provisions section, are hereby deleted and replaced as follows:

The Contract: The entire contract is made up of the Policy and amendments if applicable, the Policyholder's Application, a copy of which is attached, and the Certificates of Insurance. No agent or other person may change it in any way. The contract cannot be revised midterm without the mutual consent of the Insured and the Company. Only an officer of the Company can approve a change on behalf of the Company, and any such change must be attached.

F. The following provision is hereby added to the certificate:

Civil Unions: Whenever the term Spouse is used throughout the certificate, or in any document attached to the certificate, this term, and any other term denoting a marital relationship, shall include parties to a civil union under Illinois law. Any Family Member brought within the scope of the certificate as a result of Your marriage is also brought within the scope of the certificate by Your civil union under Illinois law.

G. The Physical Examination and Autopsy provision located within the General Provisions section is hereby deleted and replaced as follows:

Physician Examination and Autopsy: We, at Our expense, may have You examined when and as often as is reasonable while the claim is pending. We may have an autopsy done (at Our expense) where it is not forbidden by law and where performing an autopsy on You would not violate Your sincere religious beliefs.

H. The following provision is hereby added to the certificate:

Substitute Transportation Expenses: Notwithstanding any provision to the contrary, if a coverage provides benefits for unplanned transportation expenses meant to serve as a substitute for transportation booked for Your Trip, no benefits payable shall be reduced solely because the substitute transportation arranged is of the same type and class of transportation as the transportation that was originally booked.

I. The **Clerical Error** provision located within the **General Provisions** section is deleted and replaced as follows:

Clerical Error: We or Our authorized representative may make a clerical error in keeping data. If so, when the error is found, benefits will be adjusted according to the correct data. If You have been charged in excess of the correct premium amount due to Our error, We or Our authorized representative will refund the excess premium charged. An error will not end insurance validly in force, nor will it continue insurance validly ended.

J. The **Caregiver** definition located within the **General Definitions** section is deleted and replaced as follows:

Caregiver means an individual employed for the purpose of providing assistance with activities of daily living to You or to Your Family Member who has a physical or mental impairment. A caregiver is not an individual who cares for an You or to Your Family Member in a facility for assisted living. A caregiver is not a babysitter or childcare service.

K. The following provision shall always apply:

15 Day Free Look Period

If You are not satisfied for any reason, You may cancel this certificate within 15 days after receipt by providing Us or Our authorized representative the cancellation notice. We will refund Your premium provided there has been no incurred loss; You have not departed on Your Trip or filed a claim under this certificate. When so returned, all coverages under this certificate are invalid from the beginning.

L. The following provision is hereby added to the certificate:

Travel Assistance Services Provider Limitation: Notwithstanding any provision to the contrary, You are not required to utilize the services of the designated Travel Assistance Services Provider to arrange any services or transportation under any coverage in the certificate or in any rider attached thereto. However, if You elect not to utilize the services of the designated Travel Assistance Services Provider, all benefits payable under any coverage where a designated Travel Assistance Service Provider is available to make arrangements for services or transportation will be limited to the amount that would have be payable had You utilized the designated Travel Assistance Service Provider. Amounts exceeding this shall not be covered.

M. The following provision is hereby added to the certificate:

Pre-Approval Not Required: Any requirement that provides that We, the designated Travel Assistance Services Provider and/or Designated Security Consultant must pre-approve or arrange the use of any service or transportation for You to be eligible for any benefits under any coverage in the certificate, or in any rider attached thereto, shall not apply.

N. The following is hereby added to the certificate:

WARNING

PURCHASING THIS COVERAGE MAY VOID OR LIMIT OTHER INSURANCE SUCH AS A HOMEOWNERS POLICY OR FIRE POLICY COVERING YOUR CONTENTS. PLEASE READ ANY SUCH POLICIES YOU HAVE.

O. If included within **Section IV Travel Arrangement Protection** section, the provisions regarding **Medical Evacuation and Repatriation of Remains** coverage are hereby deleted and replaced as follows:

MEDICAL EVACUATION AND REPATRIATION OF REMAINS

Benefits will be paid, up to the Maximum Benefit Amount shown in the Schedule of Benefits, when You suffer a Sickness, Injury, or loss of life, during Your Trip, for the following:

Emergency Medical Evacuation

We will pay for the transportation expenses incurred for an Emergency Medical Evacuation to the nearest suitable Hospital or medical facility where adequate treatment is available to treat an Unforeseen Sickness or Injury provided:

1. the local attending Physician determines that Your condition is acute, severe or life threatening; and
2. that adequate treatment is not available in Your immediate area.

We have a designated Travel Assistance Service Provider who can arrange Your evacuation. You do not have to utilize the designated Travel Assistance Service Provider to arrange Your evacuation. However, all benefits payable under this coverage will be limited to the maximum amount that would have be payable had You utilized the designated Travel Assistance Service Provider to make Your evacuation arrangements.

Medical Repatriation

Following an Emergency Medical Evacuation or a covered Injury or Sickness, We will pay for Medical Evacuation expenses to return You to Your point of origin, Your Primary Residence, or to a Hospital or medical facility closest to Your Primary Residence capable of providing continued treatment. The Medical Repatriation must be approved by Your local attending Physician.

We will pay for one of the following methods of transportation:

- a. one-way transportation, which may be of the same class as Your original ticket(s) unless this option is not available;
- b. commercial air upgrade to business or first class, less refunds from Your unused transportation tickets;
- c. other covered land or air transportation including, but not limited to, commercial stretcher, Medical Escort, or the contracted charges for air ambulance.

If possible, Your Common Carrier tickets will be used.

We have a designated Travel Assistance Service Provider who can arrange Your repatriation. You do not have to utilize the designated Travel Assistance Service Provider to arrange Your repatriation. However, all benefits payable under this coverage will be limited to the maximum amount that would have be payable had You utilized the designated Travel Assistance Service Provider to make Your repatriation arrangements.

We will also pay a benefit for the expenses incurred for a Medical Escort's transportation and accommodations if an onsite attending Physician recommends in writing that a Medical Escort accompany You.

Medical Escort means a medically trained professional who is contracted to accompany and provide medical care to a sick or injured person while they are being transported.

We have a designated Travel Assistance Service Provider who can arrange the services of a Medical Escort. You do not have to utilize the designated Travel Assistance Service Provider to arrange the services of a Medical Escort. However, all benefits payable under this coverage will be limited to the maximum amount that would have been payable had You utilized the designated Travel Assistance Service Provider to arrange the services of a Medical Escort.

Advance Payment: We will pay covered expenses directly to the service provider if You require a Medical Repatriation while on Your Trip, and the provider requires payment prior to service. This amount will be deducted from the benefit limit shown in the Schedule of Benefits. You agree to reimburse this payment to Us if: (a) You do not complete the claims process as outlined in the Payment of Claims section; or (b) it is determined that Your Medical Repatriation claim is not covered.

We will not pay benefits for any loss caused by or resulting from transportation taken against the advice of the local attending Physician.

Medical Evacuation expenses will only be payable for necessary transportation, related medical services and medical supplies.

Repatriation of Remains

Benefits will be paid for covered Repatriation Expenses incurred, up to the Maximum Benefit Amount shown in the Schedule of Benefits, to return Your body to Your city of Primary Residence or Your origination point or to the place of burial in the United States of America if You die during Your Trip.

Repatriation Expenses means:

- a) embalming or local cremation; and
- b) associated temporary storage costs for up to 30 days, or until local authorities of the country/state in which the death occurred, will permit further transportation of the body, whichever is later; and the most economical coffin or receptacle adequate to transport the remains;
- c) the cost of transportation of the remains, by the most direct and economical conveyance and route possible, to: 1) the nearest location where the body can be embalmed or cremated, if not locally available; and/or 2) the receiving funeral home or morgue, at the Return Destination, or a different place of burial within United States; and
- d) the cost for the creation and transmission of necessary documentation required to transport the body, such as a death certificate, autopsy or police report.

We have a designated Travel Assistance Service Provider who can arrange the transportation of Your remains. The person who seeks to return Your remains does not have to utilize the designated Travel Assistance Service Provider to arrange the transportation of Your remains. However, all benefits payable under this coverage will be limited to the maximum amount that would have been payable had such person utilized the designated Travel Assistance Service Provider to arrange the transportation of Your remains.

Once Your remains are claimed by the receiving funeral home or morgue, or in the event of local cremation, coverage under this benefit ends.

Dispatch of a Physician: If the local attending Physician cannot adequately assess Your need for Emergency Medical Evacuation or transportation, and a Physician is dispatched to make such assessment, benefits will be paid for the travel expenses incurred and medical services provided by the dispatched Physician.

We have a designated Travel Assistance Service Provider who can arrange the services of a Physician. You do not have to utilize the designated Travel Assistance Service Provider to arrange the services of a Physician. However, all travel expenses payable under this coverage will be limited to the maximum amount that would have been payable had You utilized the designated Travel Assistance Service Provider to arrange the services of a Physician.

These benefit(s) will not duplicate any other benefits payable under the certificate or any coverage(s) attached to the certificate.

P. If included within **Section IV Travel Arrangement Protection** section, the provisions regarding **Additional Medical Evacuation** coverage are hereby deleted and replaced as follows:

ADDITIONAL MEDICAL EVACUATION

Transportation of Children/Child: If You die or are Hospitalized for more than 3 consecutive days following an Emergency Medical Evacuation, We will pay up to the cost of a single one-way transportation ticket of the same class as the original transportation ticket, less the value of any applied credit from any unused return travel tickets for each person, to return Your Children/Child who were accompanying You on Your Trip (and any accompanying minor persons under Your care) who are left unattended by Your death or Hospitalization to their Primary Residence or to Your residence in the United States, including the cost of an attendant.

We have a designated Travel Assistance Service Provider who can arrange the return transportation of Your Child/Children. You do not have to utilize the designated Travel Assistance Service Provider to arrange the return transportation Your Child/Children. However, all benefits payable under this coverage will be limited to the maximum amount that would have be payable had You utilized the designated Travel Assistance Service Provider to arrange the return transportation of Your Child/Children.

Bedside Visit Transportation to Join You: If You are or will be Hospitalized for more than 3 consecutive days following an Emergency Medical Evacuation or Injury and Sickness that occurred during Your Trip, We will pay, up to the cost of a single round-trip economy transportation ticket, up to the Maximum Benefit Amount shown in the Schedule of Benefits, for Reasonable Additional Expenses for one person chosen by You to visit Your bedside, provided You are traveling alone and Emergency Medical Evacuation or Medical Repatriation is not imminent.

You must provide all receipts for all covered expenses incurred during the stay.

Additional Medical Evacuation Benefits are supplemental to benefits provided under Medical Evacuation and Your Medical Evacuation coverage may not exceed the amount shown in the Schedule of Benefits.

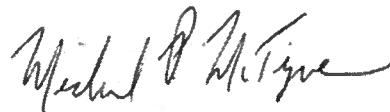
These benefit(s) will not duplicate any other benefits payable under the certificate or any coverage(s) attached to the certificate.

If there is a conflict between the certificate and this Endorsement, the terms of this Endorsement will govern.

Signed for United States Fire Insurance Company By:



Marc J. Adee
Chairman and CEO



Michael P. McTigue
Secretary

TRAVEL PROTECTION INSURANCE CERTIFICATE

EF – Educational Tours

This certificate describes the travel insurance benefits underwritten by United States Fire Insurance Company, herein referred to as the "Company" or as "We", "Us" and "Our". Please refer to the Schedule of Benefits, which provides the Insured, also referred to as "You" or "Your", with specific information about the program You purchased. Defined terms are capitalized and their meanings are listed in the General Definitions section.

PLEASE READ THIS DOCUMENT CAREFULLY FOR FULL DETAILS

This document is a legal contract issued in consideration of Your enrollment and payment of the premium due collected by Us or Our authorized representative. If there are any conflicts between the contents of this document and the policy (form series T7000GBP), the policy will govern in all cases.

10 Day Free Look Period

If You are not satisfied for any reason, You may cancel this insurance within 10 days after receipt by providing Us or Our authorized representative the cancellation notice. We will refund Your premium provided there has been no incurred loss; You have not departed on Your Trip or filed a claim under this certificate. When so returned, all coverages under this certificate are invalid from the beginning.

Signed for United States Fire Insurance Company By:



Marc J. Adee
Chairman and CEO



Michael P. McTigue
Secretary

TABLE OF CONTENTS

	SCHEDULE OF BENEFITS
SECTION I	COVERAGE PROVISIONS
SECTION II	WHEN COVERAGE BEGINS AND ENDS
SECTION III	EXTENSION OF COVERAGE
SECTION IV	TRAVEL INSURANCE BENEFITS
SECTION V	ACCIDENTAL DEATH AND DISMEMBERMENT BENEFITS
SECTION VI	GENERAL DEFINITIONS
SECTION VII	EXCLUSIONS AND LIMITATIONS
SECTION VIII	PREMIUMS
SECTION IX	CLAIMS PROCEDURES
SECTION X	HOW TO FILE A CLAIM
SECTION XI	GENERAL PROVISIONS

United States Fire Insurance Company
Administrative Office: 5 Christopher Way, Eatontown, NJ 07724

SCHEDULE OF BENEFITS

No benefits will duplicate any other benefit or coverage provided under this certificate. Should there be a duplication of coverage or benefits, then We will pay the benefit providing the largest amount of coverage.

Travel Insurance Benefit(s)	Maximum Benefit Amount
Accident & Sickness Medical Expense	\$50,000
Dental Expense Submit:	\$750
Accidental Death and Dismemberment Benefit(s)	Maximum Benefit Amount
Accidental Death and Dismemberment	\$50,000
Exposure	Included
Disappearance	Included

SECTION I COVERAGE PROVISIONS

Who Is Eligible For Coverage

A person who is booked to travel on a Trip and pays the required premium is covered under this certificate. Eligibility for purchase of this certificate will be determined at the time of claim. If it is determined that You or Trip is not eligible for coverage, any claim for benefits will be denied and Your premium for this certificate will be refunded. Coverage is only available for persons who are a citizen or resident of the United States of America.

Non-Refundable Provision

After the 10 day review period, the premium for this certificate is non-refundable.

SECTION II WHEN COVERAGE BEGINS AND ENDS

When Coverage Begins:

This Is Your Effective Date and time for All Coverages: Coverage begins on the date and time You depart on the first Travel Arrangement (or alternate travel arrangement if You must use an alternate travel arrangement to reach Your Scheduled Destination) for Your Trip.

When Coverage Ends:

All Coverages: Your coverage automatically ends on the earlier/est of:

1. the date You complete Your Trip;
2. the Scheduled Return Date;
3. Your arrival at Your Return Destination on a round Trip, or Your Scheduled Destination on a one-way Trip;
4. cancellation of Your Trip covered by this certificate.

SECTION III EXTENSION OF COVERAGE

Accident and Sickness Medical Expense Extension

If You are Hospitalized due to a covered Injury or Sickness on Your Trip and a treating Physician certifies that You are not Medically Fit to Travel to Your Return Destination on Your Scheduled Return Date, this benefit will be extended for an additional 30 days, or until You are released from the Hospital and Medically Fit to Travel, or You reached the Maximum Benefit Amount shown in the Schedule of Benefits, whichever is earlier, provided that Hospitalization goes beyond the Scheduled Return Date.

SECTION IV TRAVEL INSURANCE BENEFITS

ACCIDENT & SICKNESS MEDICAL EXPENSE BENEFIT

Benefits will be paid for Medical Expenses incurred by You, up to the Maximum Benefit Amount shown in the Schedule of Benefits, subject to the following:

- a. benefits will be payable only for Medical Expenses resulting from a Sickness that first manifests itself or an Injury that occurs while on Your Trip (of a duration of 180 days or less for Sickness) and requires treatment in person by a Physician;
- b. only Medical Expenses incurred by You within 10 days after the Scheduled Return Date of Your Trip will be reimbursed, provided the initial treatment was received and documented by a Physician during Your Trip;
- c. benefits payable as a result of incurred Medical Expenses will only be paid after benefits have been paid under any other valid and collectible insurance in effect for You or in accordance with a provision in jurisdictions where excess coverage provisions are not permitted.

If You suffer one or more Injury or Sickness while on the same Trip, the maximum amount payable for all Injuries or Sicknesses will not exceed the Maximum Benefit Amount shown in the Schedule of Benefits.

Medical Expenses means expenses incurred only for the following:

1. medical services (including charges for anesthetics, x-ray examinations or treatments, and laboratory tests) and supplies, prescription drugs, and therapeutic services ordered or prescribed by a Physician as Medically Necessary for treatment;
2. Hospital or ambulatory medical-surgical center services, including expenses for a cruise ship cabin or hotel room, not already included in the cost of Your Trip, if recommended by Your attending Physician and approved by Us or Our designated Travel Assistance Services Provider as a substitute for a hospital room for recovery from Your Injury or Sickness;
3. emergency dental treatment incurred during Your Trip due to an Accidental Injury to natural teeth. Dental Expenses incurred after Your Trip is completed are not covered;
4. local transportation expense to and/or from a Hospital.

We will not pay benefits in excess of the Usual and Customary level of charges. We will not cover any expenses provided by another party at no cost to You or already included within the cost of Your Trip.

Advance Payment: If You require admission to a Hospital or treatment at a clinic, Our designated Travel Assistance Services Provider will arrange advance payment (directly to the provider) necessary for Your admission to a Hospital because of a covered Injury or Sickness, up to the Maximum Benefit Amount shown in the Schedule of Benefits, provided You agree to reimburse Us if it is determined that Your Medical Expense claim is not covered.

We reserve the right to deny a request for advance payment if We confirm that Your claim is not covered under the certificate. An advance payment made by Us is not a guarantee that Your Medical Expense claims are covered.

Hospital confinement must be certified as Medically Necessary by the onsite attending Physician.

These benefit(s) will not duplicate any other benefits payable under the certificate or any coverage(s) attached to the certificate.

SECTION V ACCIDENTAL DEATH AND DISMEMBERMENT BENEFITS

We will pay the percentage of the Principal Sum indicated in the Table of Losses of the Maximum Benefit Amount shown in the Schedule of Benefits when You, as a result of an Injury caused by an Accident occurring during Your Trip, sustained a Loss shown in the Table of Losses below.

Table of Loss

Loss of	% of Principal Sum
Life	100%
Both Hands or Both Feet	100%
Sight of Both Eyes	100%
One Hand and One Foot	100%
Either Hand or Foot and Sight of One Eye	100%
Either Hand or Foot	50%
Sight of One Eye	50%
Speech	50%
Hearing in Both Ears	50%
Thumb and Index Finger of Same Hand	25%

The Loss must occur within 180 days of the date of the Accident, which caused Injury. The Accident must occur while You are on Your Trip and is covered under this certificate.

If more than one Loss is sustained by You as a result of the same Accident, only one amount, the largest applicable to the Losses incurred, will be paid. We will not pay more than 100% of the Maximum Benefit Amount shown in the Scheduled of Benefits for all Losses due to the same Accident.

Loss with regard to:

- a) hand(s), or foot/feet, means actual severance at or above a wrist joint proximal to the elbow or actual severance at or above the ankle proximal to the knee, respectively; and
- b) eye or eyes means total and irrecoverable Loss of entire sight thereof; and
- c) speech means entire and irrecoverable Loss of speech; and
- d) hearing means entire and irrecoverable Loss of hearing in both ears; and
- e) thumb and index finger means complete severance through or above the joint that meets the palm.

These benefit(s) will not duplicate any other benefits payable under the certificate or any coverage(s) attached to the certificate.

EXPOSURE

We will pay for covered losses, as shown in the Table of Loss, which result from You being unavoidably exposed to the elements due to an Accident during Your Trip. The Loss must occur within 365 days after the event which caused the exposure.

These benefit(s) will not duplicate any other benefits payable under the certificate or any coverage(s) attached to the certificate.

DISAPPEARANCE

We will pay for loss of life, as shown in the Table of Loss, if Your body cannot be located within 365 days after a disappearance due to an Accident during Your Trip. We have the right to recover the benefit if We find that You survived the event.

Exposure and/or Disappearance Benefits are supplemental to benefits provided under Accidental Death and Dismemberment and Your Accidental Death and Dismemberment coverage may not exceed the Maximum Benefit Amount shown in the Schedule of Benefits.

Accidental Death and Dismemberment Exclusions

In addition to the General Exclusions, the following exclusions apply to the Accidental Death and Dismemberment Benefits. We will not provide benefits for any loss due to, arising or resulting from:

- a. Sickness or disease of any kind, directly or indirectly;
- b. stroke or cerebrovascular accident or event; cardiovascular accident or event; myocardial infarction or heart attack; coronary thrombosis; aneurysm.

These benefit(s) will not duplicate any other benefits payable under the certificate or any coverage(s) attached to the certificate.

SECTION VI GENERAL DEFINITIONS

Accident means a sudden, unexpected unusual specific event that occurs at an identifiable time and place, and shall also include exposure resulting from a mishap to a conveyance in which You are traveling.

Accommodation(s) means any establishment used for the purposes of temporary, overnight lodging such as apartment, condominium, or other vacation or timeshare residential unit(s).

Children/Child means a person under age of 18 and primarily dependent on You for support and maintenance.

The age limit does not apply to a child who is incapable of self-sustaining employment by reason of mental or physical incapacity.

Civil Disorder or Riot means a public disturbance by a person or persons acting in revolt, coup, rebellion or resistance against an established government or civil authority or involvement in acts of violence that causes immediate danger, damage, or injury to others or their property.

Common Carrier means an air, land, sea conveyance operated under a license for the transportation of passengers for hire not including taxicabs or rented, leased or privately owned motor vehicles.

Complications of Pregnancy means conditions (when the pregnancy is not terminated) whose diagnoses are distinct from pregnancy but are adversely affected by pregnancy or are caused by pregnancy. These conditions include hyperemesis gravidarum, preeclampsia, eclampsia, gestational diabetes, gestational hypertension, acute nephritis, nephrosis, cardiac decompensation, and missed abortion. Complications of pregnancy also include non-elective cesarean section, ectopic pregnancy which is terminated and spontaneous termination of pregnancy, which occurs during a period of gestation in which a viable birth is not possible.

Complications of pregnancy do not include Physician-prescribed rest during the period of pregnancy (except due to conditions noted above), false labor, occasional spotting, morning sickness, elective abortion, and similar conditions associated with the management of a difficult pregnancy, not constituting a categorically distinct complication of pregnancy.

Domestic Partner means an opposite or a same-sex partner who is at least eighteen (18) years of age and has met all of the following requirements for at least 6 months:

- a) resides with You;
- b) shares financial assets and obligations with You;
- c) is not related by blood or adoption to You to a degree of closeness that would prohibit a legal marriage;
- d) neither You nor domestic partner is married to anyone else, nor has any other domestic partner.

We may require proof of the Domestic Partner relationship in the form of a signed and completed Affidavit of Domestic Partnership or whatever documentation as required by the state in which You reside.

Effective Date means the date and time Your coverage begins, as indicated in When Coverage Begins and Ends section of this certificate.

Elective Treatment And Procedures means any medical treatment or surgical procedure that is not medically necessary including any service, treatment, or supplies that are deemed by the federal, or a state or local government authority, or by Us to be research or experimental or that is not recognized as a generally accepted medical practice.

Experimental or Investigative means treatments, devices or prescription medications, which are recommended by a Physician, but are not considered by the U.S. medical community as a whole, to be safe and effective for the condition for which the treatments, devices or prescription medications are being used. This includes any treatments, procedures, facilities, equipment, drugs, drug usage, devices, or supplies not recognized as accepted medical practice, and any of those items requiring federal or other U.S. governmental agency approval not received at the time services are rendered.

Family Member means the following relatives of You:

- a) Spouse, civil union partner, Domestic Partner;
- b) children, children-in-law, step-children, foster children, ward or legal ward;
- c) siblings, siblings-in-law, step-siblings;
- d) parents, parents-in-law, step-parents, legal guardians, or guardians;
- e) grandparents, step-grandparents, grandchildren, or step-grandchildren;
- f) step-aunts or step-uncles;
- g) aunts or uncles;
- h) nieces or nephews; step- nieces or step- nephews.

Hospital means a facility that:

- a. is operated according to law for the care and treatment of sick or injured people;
- b. is licensed or recognized as a general hospital by the proper authority of the state in which it is located;
- c. is recognized as a general hospital by the Joint Commission on the Accreditation of Hospitals;
- d. is operated for the care and treatment of resident in-patients with a registered graduate nurse (RN) always on duty and with a laboratory and X-ray facility.

A Hospital does not include:

- 1. a nursing, convalescent or geriatric unit of a Hospital when a patient is confined mainly to receive nursing care;
- 2. a facility which primarily treats drug, marijuana or alcoholism addictions; or
- 3. a facility that is, other than incidentally, a clinic, a rest home, nursing home, convalescent home, home health care, or home for the aged, nor does it include any ward, room, wing or other section of the Hospital that is used for such purposes.

Hospitalized or Hospitalization means admitted to a Hospital overnight or where the patient is charged by the Hospital for a minimum of one day of Inpatient charges.

Injury(ies)/Injured means a bodily injury caused by an Accident occurring while Your coverage under this certificate is in force and resulting directly and independently of all other causes of loss covered by this certificate. Injury must not be caused by, or result from, Sickness. The injury(ies) requires examination and treatment and must be verified by a Physician.

Inpatient means a person:

- a) who is confined in a Hospital as a registered bed patient overnight; and
- b) for whom at least one day's room and board is charged by the Hospital unless confined as an Inpatient in any military, veterans or other government supported or sponsored Hospital for which a charge for room and board is not made.

Medically Fit to Travel means based on assessment by a treating Physician, following Your Injury or Sickness that occurs while on Your Trip, You are medically able to travel.

Medically Necessary means that a treatment, service, or supply:

- a) is essential for diagnosis, treatment, or care of the Injury or Sickness for which it is prescribed or performed;
- b) meets generally accepted standards of medical practice;
- c) is ordered by a Physician and performed under his or her care, supervision, or order; or
- d) is not used for the convenience of You, Physician, other providers, or any other person.

Mental, Nervous or Psychological Condition or Disorder means a mental or nervous health condition including, but not limited to: anxiety, depression, and neurosis, panic attack, phobia (such as fear of flying, fear of terrorism, fear of disease,

etc.), psychosis; or any related physical manifestation. Mental, Nervous or Psychological Condition or Disorder does not include drug addiction, marijuana addiction, or alcohol addiction.

Payments or Deposits means the cash, check, or credit card amounts actually paid for Your Travel Arrangements. Certificates, vouchers, discounts and/or credits applied (in part or in full) towards the cost of Your Travel Arrangements are not Payments or Deposits as defined herein.

Physician means a licensed practitioner of medical or surgical services or the healing arts including an accredited Christian Science Practitioner, acting within the scope of his/her license in the jurisdiction where the services are rendered. The treating Physician cannot be You or a Family Member.

Pre-Existing Medical Condition means an illness, disease, or other condition during the 180-day period immediately prior to the date Your coverage is effective for which You:

- 1) received or received a recommendation for a test, examination, or medical treatment for a condition which first manifested itself, worsened or became acute, or had symptoms which would have prompted a reasonable person to seek diagnosis, care or treatment; or
- 2) took or received a prescription for drugs or medicine. Item (2) of this definition does not apply to a condition which is treated or controlled solely through the taking of prescription drugs or medicine and remains treated or controlled without any adjustment or change in the required prescription throughout the 180 day period before coverage is effective under this certificate.
- 3) required a change in prescribed medication. Change in prescribed medication means the dosage or frequency of a medication has been reduced, increased, stopped and/or new medications have been prescribed due to the worsening of an underlying condition that is being treated with the medication, unless the change is:
 - a) between a brand name and a generic medication with comparable dosage; or
 - b) an adjustment to insulin or anti-coagulant dosage.

Death resulting from a pre-existing medical condition will not be excluded. Death must occur prior to the termination date of the benefit under which the claim is being made.

Primary Residence means Your fixed, permanent and main home for legal and tax purposes.

Return Destination means Your final destination as shown in the itinerary or other travel documents and the place to which You expect to return from Your Trip.

Scheduled Departure Date means the date on which You are originally scheduled to leave on Your Trip. This date is specified in the itinerary or other travel documents.

Scheduled Destination means as shown in the itinerary or other travel documents where You expect to travel to on Your Trip other than Return Destination.

Scheduled Return Date means the date on which You are scheduled to return to the point where Your Trip started or to a different specified Return Destination.

Scheduled Trip Departure City means the city from which You are originally scheduled to depart on the Trip.

Sickness means an illness or disease of the body, that commences while Your coverage is in effect and requires examination, diagnosis and treatment by a Physician.

An illness or disease of the body that first manifests itself and then worsens or becomes acute prior to the Effective Date of Your coverage is not a Sickness as defined herein and is not covered by the certificate.

Sickness does not include any Mental, Nervous or Psychological, Condition or Disorders including but not limited to anxiety, depression, neurosis, phobia, psychosis; or any related physical manifestation.

Spouse means Your lawful spouse, if not legally separated or divorced. For the purposes of this certificate, the term spouse includes civil union partner whenever used.

Third Party(ies) means any person, corporation or other entity (except You, Rental Property and Us).

Time Sensitive Period means insurance must be purchased within 3 days of the date Your initial Payments or Deposits for Your Trip is received.

Travel Arrangements means: (a) transportation; (b) accommodations; and (c) other specified services arranged for Your Trip arranged by, but not directly provided by Your Travel Supplier.

Travel Assistance Services Provider means the Assistance Company as listed within the Description of Coverage.

Travel Supplier means any entity or organization that coordinates or supplies Travel Arrangements for You:

1. from whom this certificate is purchased; and
2. with whom You booked Your Travel Arrangements.

Trip means a scheduled Trip of 180 days or less in length; for which coverage is elected and the premium paid and all Travel Arrangements are arranged prior to the Scheduled Departure Date; and is 100 miles or more from Your Primary Residence.

Trip Cost means the dollar amount for Trip Payments or Deposits:

- a. which are not refunded or refundable by the Travel Supplier, or are subject to restrictions; and
- b. which are not bit coins or digital currency; and
- c. which are paid by or on Your behalf prior to Your Trip Scheduled Departure Date, or which You are obligated, or later becomes obligated, to pay as a result of cancelling or interrupting Your Trip; and
- d. which are identified by You on the enrollment documents; and
- e. for which insurance was purchased.

Usual and Customary means the comparable level of charges for similar treatment, services and supplies in the geographic area where treatment, services or supplies are provided or performed.

Wanton means senseless, unprovoked, unjustifiable, or deliberately malicious.

Willful means deliberate or intentional.

You or Your means the person that is scheduled to participate on a Trip; for whom any required enrollment has been completed and the required premium has been paid.

SECTION VII EXCLUSIONS AND LIMITATIONS

Unless otherwise shown below, these exclusions apply to You.

The following exclusions apply to the Medical Expense benefits.

We will not pay for any loss or expense caused due to, arising or resulting from:

1. a Pre-Existing Medical Condition, as defined in the certificate;

Death resulting from a Pre-Existing Medical Condition will not be excluded. Death must occur prior to the termination date of the benefit under which the claim is being made.

We will not pay for any loss or expense caused due to, arising or resulting from:

1. routine physical examinations or routine dental care;
2. traveling for the purpose or intent of securing medical treatment or advice;
3. any Trip taken against the advice of a Physician and any losses occurred during such Trip;
4. physical therapy or occupational therapy;
5. Experimental or Investigative treatment or procedures;
6. Elective Treatment and Procedures;
7. care or treatment which is not Medically Necessary, except for related reconstructive surgery resulting from trauma, infection or disease that first manifests or occurred during Your Trip;
8. any medical service provided by You or a Family Member;
9. any treatment or medication which, at the time of Your Scheduled Departure Date, is required to be continued during Your Trip;
10. Alcohol, marijuana abuse or substance abuse or treatment for the same including admittance to a rehab facility;
11. Normal pregnancy (except Complications of Pregnancy) or childbirth, or elective abortion;
12. a Mental, Nervous or Psychological Condition or Disorder unless Hospitalized or Partially Hospitalized while the certificate is in effect;
13. any loss that results from an illness, disease or other condition, event or circumstance that occurs at a time when the certificate is not in effect for You;
14. diving if You are not certified to dive and a dive master is not present during the dive.

In addition to any applicable benefit-specific exclusion, the following general exclusions apply to all losses and all benefits.

We will not pay for any loss or expense caused due to, arising or resulting from:

1. being under the influence of drugs, marijuana or narcotics, unless administered upon the advice of a Physician as prescribed;
2. activities, losses, or claims involving or resulting from possession, production, processing, sale, or use of marijuana, illegal drugs, alcohol or substances are excluded from coverage;
3. expenses incurred by any Child born or adopted during Your Trip;
4. war or act of war, including invasion, acts of foreign enemies, hostilities between nations (whether declared or undeclared), or civil war;
5. participation in a Civil Disorder or Riot, or insurrection;
6. the commission of or attempt to commit a felony or being engaged in an illegal occupation by You;

7. directly or indirectly, the actual, alleged or threatened use, discharge, dispersal, seepage, migration, escape, release or exposure to any hazardous biological, chemical, nuclear radioactive weapon, device, material, gas, matter or contamination;
8. gross negligence, or Willful and Wanton conduct by You.

MEDICALLY FIT TO TRAVEL EXCLUSION:

We will not pay any expense as a result of You having been advised in writing that are not Medically Fit to Travel at the time of purchase of coverage for a Trip, as defined in the certificate.

If coverage for a Trip is purchased and it is later determined that You were not Medically Fit to Travel at the time of purchase of coverage for Your Trip, as defined in the certificate, the coverage is void and premium paid will be returned.

SECTION VIII PREMIUMS

PREMIUMS: Coverage is not effective unless all premium due has been paid prior to the date of loss.

SECTION IX CLAIMS PROCEDURES

Your duties in the event of a loss:

For Medical Expenses You must:

1. provide Us with all receipts from the provider of services and reports for medical and/or emergency dental expenses claimed. Stating the amount paid and listing the diagnosis and treatment;
2. provide any requested information, including but not limited to, an explanation of benefits from any other applicable insurance. Provide a copy of their final disposition of Your claim;
3. sign a patient authorization to release any information required by Us to investigate Your claim.

SECTION X HOW TO FILE A CLAIM

Notice of Claim: Notice of claim must be reported to Us or Our authorized representative within 20 days after a loss occurs or as soon as is reasonably possible. You or someone on Your behalf may give the notice. The notice should be given to Us or Our authorized representative and should include sufficient information to identify You.

Claim Forms: When notice of claim is received by Us or Our authorized representative, Broadspire Claim Services, forms for filing proof of loss will be furnished. If these forms are not sent within 15 days, the proof of loss requirements can be met by You sending Us a written statement of what happened. This statement must be received within the time given for filing Proof of Loss.

Proof of Loss: Proof of loss must be provided within 90 days after the date of the loss or as soon as is reasonably possible. Failure to furnish such proof within provided period will not invalidate nor reduce any claim if it shall be shown not to have been reasonably possible to furnish such proof during that time. Proof of Loss must, however, be furnished no later than 12 months from the time it is otherwise required, except in the absence of legal capacity.

All claims require You to provide Broadspire Claim Services with the following: a Trip invoice, itinerary or confirmation showing details of Your Trip (dates of travel, destination, etc.); and any other information reasonably required to prove the loss.

Where to Report a Claim:

1. Online: <https://myclaimsagent.com/EFTravelerLogin>
2. Mail: Claim Benefit Services, P.O. Box 459084, Sunrise, FL 33345
3. Telephone: (877) 314-1193
4. E-mail: EFtoursclaims@choosebroadspire.com
5. Fax: (855) 830-3728
6. **Broadspire Claim Services** will accept electronic copies of claim submissions, except as expressly stated elsewhere. However, **Broadspire Claim Services** may, at its discretion, require original documentation to be sent.

Payment of Claims: Benefits for loss of life will be paid to Your designated beneficiary. If a beneficiary is not otherwise designated by You, benefits for loss of life will be paid to the first of the following surviving preference beneficiaries:

1. Your spouse;
2. Your child or children jointly;
3. Your parents jointly if both are living or the surviving parent if only one survives;
4. Your brothers and sisters jointly; or
5. Your estate.

All other benefits will be paid directly to You, unless otherwise directed. Any accrued benefits unpaid at Your death will be paid to Your estate. If You have assigned Your benefits, we will honor the assignment if a signed copy has been filed with us. We are not responsible for the validity of any assignment.

All or a portion of all benefits provided by the certificate may, at Our option, be paid directly to the provider of the service(s) to You. All benefits not paid to the provider will be paid to You.

If any benefit is payable to: (a) an Insured who is a minor or otherwise not able to give a valid release; or (b) Your estate, We may pay any amount due under the certificate to Your beneficiary or any relative whom We find entitled to the payment. Any payment made in good faith shall fully discharge Us to any party to the extent of such payment.

If You paid for the cost of Your Trip for Yourself, as well as other travelers and incurred a covered loss, benefits will be paid directly to You, unless otherwise directed.

Benefit to Bailee: This insurance will in no way inure directly or indirectly to the benefit of any carrier or other bailee.

SECTION XI GENERAL PROVISIONS

The Contract: The entire contract is made up of the Policy and amendments if applicable, the Policyholder's Master Application, a copy of which is attached and the Certificates of Insurance. This Policy may be changed, renewed, or ended without notice to or consent of any person with a beneficial interest in this Policy.

Certificates: The Company will issue Certificates to the Policyholder for their Insureds. Such Certificates will describe each person's benefits and rights under this Policy.

Excess Insurance: Insurance provided by this certificate shall be in excess of all other valid and collectible insurance or indemnity or as required by state law. If at the time of the occurrence of any loss there is other valid and collectible insurance or indemnity in place, We shall be liable only for the excess of the amount of loss, over the amount of such other insurance or indemnity, and applicable deductible. Recovery of losses from other parties does not result in a refund of premium paid.

Beneficiary Designation and Change: Your beneficiary(ies) is (are) the person(s) designated by and on file with Us or Our administrator. You are over the age of majority and legally competent may change Your beneficiary designation at any time, unless an irrevocable designation has been made, without the consent of the designated beneficiary(ies), by providing Us or Our administrator with a written request for change. When the request is received, whether You are then living or not, the change of beneficiary will relate back to and take effect as of the date of execution of the written request, but without prejudice to Us on account of any payment made by it prior to receipt of the request.

Clerical Error: We or Our authorized representative may make a clerical error in keeping the data. If so, when the error is found, the premium and/or benefits will be adjusted according to the correct data. An error will not end insurance validly in force, nor will it continue insurance validly ended.

Concealment and Misrepresentation: The entire coverage will be void, if before, during or after a loss, any material fact or circumstance relating to this insurance has been concealed or misrepresented.

Conformity with Statute: Terms of this certificate that conflict with the laws of the state where it is delivered are amended to conform to such laws.

Data Needed: We or Our authorized representative will keep a record of all the data needed to compute premium and carry out the terms of this certificate. We may examine such data at any reasonable time.

Economic or Trade Sanctions: Any payments under this certificate will only be made in full compliance with all United States of America economic or trade sanction laws or regulations, including, but not limited to, sanctions, laws, and regulations administered and enforced by the U.S. Treasury Department's Office of Foreign Assets Control ("OFAC"). Therefore, any expenses incurred or claims made involving travel that is in violation of such sanctions, laws and regulations will not be covered under this certificate. For more information, You may consult the OFAC internet website at <https://www.treasury.gov/about/organizational-structure/offices/Pages/Office-of-Foreign-Assets-Control.aspx>.

Entire Contract: Changes: This certificate and any other attachments are the entire contract of insurance. No agent or other person may change it in any way. Only an officer of the Company can approve a change. Any such change must be shown in this certificate or its attachments.

Legal Actions Against Us: All certificate terms will be interpreted under the laws of the state in which the certificate was issued. No legal action may be brought to recover on the certificate within 60 days after written Proof of Loss has been furnished. No legal action for a claim may be brought against Us after 3 years from the time written Proof of Loss is required to be furnished.

Limit on Agent's Authority: No agent may change or waive any provisions of this certificate. Our office must approve any change or waiver in writing.

Misstatement of Age: If premiums are based on age and You have misstated Your age, there will be a fair adjustment of premiums based on Your true age. If the benefits for which You are insured are based on age and You have misstated Your age, there will be an adjustment of said benefit based on Your true age. We may require satisfactory proof of age before paying any claim.

Other Insurance with Us: You may be covered under only one travel certificate with Us for each Trip. If You are covered under more than one such certificate, You may select the coverage that is to remain in effect. In the event of death, the beneficiary or estate will make the selection. Premiums paid (less claims paid) will be refunded for the duplicate coverage that does not remain in effect.

Subrogation: If We have made a payment for a loss under this coverage, and the person to or for whom payment was made has a right to recover damages from the Third Party responsible for the loss, We will be subrogated to that right. You shall help Us exercise Our rights in any reasonable way that We may request; nor do anything after the loss to prejudice Our rights; and in the event You recover damages from the Third Party responsible for the loss, You will hold the proceeds of the recovery for Us in trust and reimburse Us to the extent of Our previous payment for the loss.

Physician Examination and Autopsy: We, at Our expense, may have You examined when and as often as is reasonable while the claim is pending. We may have an autopsy done (at Our expense) where it is not forbidden by law.

Termination of This certificate: Termination of this certificate will not affect a claim for loss, which occurs after You pay the premium and while the certificate is in force.

Transfer of Coverage: Coverage under this certificate cannot be transferred to anyone else.

ILLINOIS AMENDATORY ENDORSEMENT

This Amendatory Endorsement is attached to and made a part of the certificate. The provisions of this Amendatory Endorsement are effective on the Effective Date and will expire concurrently with the certificate, unless otherwise terminated.

The certificate is hereby amended for Illinois Residents as follows:

A. The Injury(ies)/Injured definition in General Definitions section is deleted and replaced as follows:

Injury(ies)/Injured means a bodily injury caused by an Accident occurring while Your coverage under this certificate is in force and resulting directly and independently of disease or bodily infirmity. Injury must not be caused by, or result from, Sickness. The injury(ies) requires examination and treatment and must be verified by a Physician.

B. Any and all references to "Usual and Customary" within the certificate and any attachment thereto are hereby void and will have no effect.

C. The Legal Actions Against Us provision located within the General Provisions section is deleted and replaced as follows:

Legal Actions Against Us: All certificate terms will be interpreted under the laws of the state in which the certificate was issued. No legal action may be brought to recover on the certificate within 60 days after written Proof of Loss has been furnished. No legal action for a claim may be brought against Us after 3 years from the time written Proof of Loss is required to be furnished. However, the running of such 3 year period to bring suit is tolled from the date Proof of Loss is filed until the date the claim is denied in whole or in part.

D. The Conformity with Statute provision located within the General Provisions section is void and will have no effect.

E. The provision titled The Contract located within the General Provisions section is hereby deleted and replaced as follows:

Entire Contract: Changes: The entire contract is made up of the Policy and amendments if applicable, the Policyholder's Application, a copy of which is attached, and the Certificates of Insurance. No agent or other person may change it in any way. Only an officer of the Company can approve a change. Any such change must be attached.

F. The following provision is hereby added to the certificate:

Time of Payment of Claims: Indemnities payable under this certificate for any loss other than loss for which this certificate provides any periodic payment will be paid immediately upon receipt of due written proof of such loss. Subject to due written proof of loss, all accrued indemnities for loss for which this certificate provides periodic payment will be paid not be less frequently than monthly and any balance remaining unpaid upon the termination of liability, will be paid immediately upon receipt of due written proof.

G. The following provision is hereby added to the certificate:

Civil Unions: Whenever the term Spouse is used throughout the certificate, or in any document attached to the certificate, this term, and any other term denoting a marital relationship, shall include parties to a civil union under Illinois law. Any Family Member brought within the scope of the certificate as a result of Your marriage is also brought within the scope of the certificate by Your civil union under Illinois law.

H. The Benefit to Bailee provision located within the How to File a Claim section is deleted and replaced as follows:

Benefit to Bailee: This insurance will in no way inure to the benefit of any carrier or other bailee.

I. The following provision is hereby added to the certificate:

Notwithstanding any provision to the contrary, the following rules govern Our right to reimbursement and right to subrogation:

Subrogation: If We have made a payment for a loss under this coverage, and the person to or for whom payment was made has a right to recover damages from the Third Party responsible for the loss, We are assigned the right to recover from the Third Party, or his or her insurer, to the extent of the benefits we paid for that Sickness or Injury. You are required to furnish any information or assistance, or provide any documents that We may reasonably require in order to exercise Our rights under this provision. This provision applies whether or not the Third Party admits liability. You shall help Us exercise Our rights in any reasonable way that We may request; nor do anything after the loss to prejudice Our rights; and in the event You recover damages from the Third Party responsible for the loss, You will hold the proceeds of the recovery for Us in trust and reimburse Us to the extent of Our previous payment for the loss.

J. When included, the **Accidental Death and Dismemberment Exclusions** are hereby deleted and replaced with the following:

Accidental Death and Dismemberment Exclusions

In addition to the General Exclusions, the following exclusions apply to the Accidental Death and Dismemberment Benefits. We will not provide benefits for any loss due to, arising or resulting from:

- a. Sickness or disease of any kind;
- b. stroke or cerebrovascular accident or event; cardiovascular accident or event; myocardial infarction or heart attack; coronary thrombosis; aneurysm.

If there is a conflict between the certificate and this Endorsement, the terms of this Endorsement will govern.

Signed for United States Fire Insurance Company By:



Marc J. Adee
Chairman and CEO



Michael P. McTigue
Secretary

Illinois Guaranty Notice

Title 50, Chapter I, Subchapter 11, Part 3401 of the Illinois Insurance Code requires all Group Life and Health insurers to provide a summary of the basic provisions of the Illinois Life and Health Insurance Guaranty Association Law.

Any questions concerning this summary should be directed to the Illinois Life and Health Guaranty Association or to the Illinois Insurance Department at the addresses contained in the summary.

ILLINOIS LIFE AND HEALTH INSURANCE GUARANTY ASSOCIATION LAW

Residents of Illinois who purchase health insurance, life insurance, and annuities should know that the insurance companies licensed in Illinois to write these types of insurance are members of the Illinois Life and Health Insurance Guaranty Association. The purpose of this Guaranty Association is to assure that policyholders will be protected, within limits, in the unlikely event that a member insurer becomes financially unable to meet its policy obligations. If this should happen, the Guaranty Association will assess its other member insurance companies for the money to pay the covered claims of policyholders that live in Illinois (and their payees, beneficiaries, and assignees) and, in some cases, to keep coverage in force. The valuable extra protection provided by these insurers through the Guaranty Association is not unlimited, however, as noted below.

ILLINOIS LIFE AND HEALTH INSURANCE GUARANTY ASSOCIATION DISCLAIMER

The Illinois Life and Health Insurance Guaranty Association provides coverage of claims under some types of policies if the insurer becomes impaired or insolvent. **COVERAGE MAY NOT BE AVAILABLE FOR YOUR POLICY.** Even if coverage is provided, there are substantial limitations and exclusions. Coverage is generally conditioned on continued residence in Illinois. Other conditions may also preclude coverage.

You should not rely on availability of coverage under the Life and Health Insurance Guaranty Association Law when selecting an insurer. Your insurer and agent are prohibited by law from using the existence of the Association or its coverage to sell you an insurance policy.

The Illinois Life and Health Insurance Guaranty Association or the Illinois Department of Insurance will respond to any questions you may have which are not answered by this document. Policyholders with additional questions may contact:

Illinois Life and Health Insurance Guaranty Association

1520 Kensington Road, Suite 112

Oak Brook, IL 60523

(773) 714-8050

<http://www.ilhiga.org>

Illinois Department of Insurance

320 West Washington Street

4th Floor

Springfield, Illinois 62767

(217) 782-4515

<http://www.insurance.illinois.gov>

SUMMARY OF GENERAL PURPOSES AND CURRENT LIMITATIONS OF COVERAGE

The Illinois law that provides for this safety-net coverage is called the Illinois Life and Health Insurance Guaranty Association Law ("Law") 215 ILCS 5/531.01, et seq.. The following contains a brief summary of the Law's coverages, exclusions, and limits. This summary does not cover all provisions, nor does it in any way change anyone's rights or obligations under the Law or the rights or obligations of the Guaranty Association. If you have obtained this document from an agent in connection with the purchase of a policy, you should be aware that its delivery to you does not guarantee that your policy is covered by the Guaranty Association.

a) Coverage:

The Illinois Life and Health Insurance Guaranty Association provides coverage to policyholders that reside in Illinois for insurance issued by members of the Guaranty Association, including:

- 1) Direct non group life insurance, health insurance, annuity and supplemental contracts;
- 2) life, health, annuity certificates under direct group policies or contracts;
- 3) unallocated annuity contracts; and
- 4) contracts to furnish health care services and subscription certificates for medical or health care services issued by certain licensed entities. The beneficiaries, payees, or assignees of such persons are also protected, even if they live in another state.

- b) 1) the insurer that issued the policies or contracts domiciled in Illinois; and
- 2) the states in which the persons reside have associations similar to the Illinois Association; and
- 3) the persons are not eligible for coverage by an association in any other state due to the fact that the insurer was not licensed in that state at the time specified in that state's guaranty association law.

c) Exclusions from Coverage:

1) The Guaranty Association does not provide coverage for:

- A) any policy or portion of a policy for which the individual has assumed the risk;
- B) any policy of reinsurance (unless an assumption certificate was issued);
- C) interest rate guarantees which exceed certain statutory limitations;
- D) any unallocated annuity contracts issued to an employee benefit plan protected under the Pension Benefit Guaranty Corporation and any portion of the contract which is not issued to or in connection with a specific employee, union or association of natural persons benefit plan or a government lottery;
- E) any portion of any unallocated annuity contract which is not issued to or in connection with a specific employee, union or association of natural persons benefit plan or a government lottery.
- F) any policy or contract providing any hospital, medical, prescription drug, or other health care benefits pursuant to Part C or Part D of Subchapter XVIII, Chapter 7 of Title 42 of the United States Code (commonly known as Medicare Part C & D) or any regulations issued pursuant thereto;
- G) any portion of a policy or contract to the extent that the assessments required by Section 531.09 of this Code with respect to the policy or contract are preempted or otherwise not permitted by federal or State law;
- H) any portion of a policy or contract issued to a plan or program of an employer, association, or other person to provide life, health, or annuity benefits to its employees, members, or others to the extent that the plan or program is self-funded or uninsured, including, but not limited to, benefits payable by an employer, association, or other person under:
 - a) a multiple employer welfare arrangement as defined in 29 U.S.C. Section 1144;
 - b) a minimum premium group insurance plan;
 - c) a stop loss group insurance plan; or
 - d) an administrative services only contract.
- I) any portion of a policy or contract to the extent that it provides for:
 - a) dividends or experience rating credits;
 - b) voting rights; or
 - c) payment of any fees or allowances to any person, including the policy or contract owner, in connection with the service or administration of the policy or contract;
- J) any portion of a variable life insurance or variable annuity contract not guaranteed by an insurer; or

- K) any contractual agreement that establishes the member insurer's obligations to provide a book value accounting guaranty for defined contribution benefit plan participants by reference to a portfolio of assets that is owned by the benefit plan or its trustee, which in each case is to an affiliate of the member insurer;
 - L) any portion of a policy or contract to the extent that it provides for interest or other changes in value to be determined by the use of an index or other external reference stated in the policy or contract, but which have not been credited to the policy or contract, or as to which the policy or contract owner's rights are subject to forfeiture, as of the date the member insurer becomes an impaired or insolvent insurer under this Code, whichever is earlier. If a policy's or contract's interest or changes in value are credited less frequently than annually, then for purposes of determining the values that have been credited and are not subject to forfeiture under this Section, the interest or change in value determined by using the procedures defined in the policy or contract will be credited as if the contractual date of crediting interest or changing values was the date of the impairment or insolvency, whichever is earlier, and will not be subject to forfeiture; or
 - M) any stop loss insurance.
- 2) In addition, persons are not protected by the Guaranty Association if:
- A) the Illinois Director of Insurance determines that, in the case of an insurer which is not domiciled in Illinois, the insurer's home state provides substantially similar protection to Illinois residents which will be provided in a timely manner; or
 - B) their policy was issued by an organization which is not a member insurer of the Association was not licensed or did not have a certificate of authority to issue the policy or contract in this State.
- d) Limits on Amount of Coverage:
- 1) The Law also limits the amount the Illinois Life and Health Insurance Guaranty Association is obligated to pay. The Guaranty's Association's liability is limited to the lesser of either:
 - A) the contractual obligations for which the insurer is liable or for which the insurer would have been liable if it were not an impaired or insolvent insurer, or
 - B) with respect to any one life, regardless of the number of policies, contracts, or certificates:
 - i) in the case of life insurance, \$300,000 in death benefits but not more than \$100,000 in net cash surrender or withdrawal values;
 - ii) in the case of health insurance:
 - a) \$100,000 for coverages not defined as disability insurance or basic hospital, medical, and surgical insurance or major medical insurance or long-term care insurance, including any net cash surrender and net cash withdrawal values;
 - b) \$300,000 for disability insurance and \$300,000 for long-term care insurance as defined in Section 351 A-1 of this Code; and
 - c) \$500,000 for basic hospital medical and surgical insurance and major medical insurance;
 - iii) with respect to annuities 250,000 in the present value of annuity benefits, including net cash surrender or withdrawal values, and \$250,000 in the present value of annuity benefits for individuals participating in certain government retirement plans covered by an unallocated annuity contract. The limit for coverage of unallocated annuity contracts other than those issued to certain governmental retirement plans is \$5,000,000 in benefits per contract holder, regardless of the number of contracts.
- e) However, in no event is the Guaranty Association liable for more than (1) in aggregate of \$300,000 in benefits with respect to any one life except with respect to benefits for basic hospital, medical and surgical insurance and major medical insurance in which case the aggregate liability of the Association shall not exceed \$500,000 with respect to any one individual.

PRIVACY NOTICE

Monitor Life Insurance Company of New York, United States Fire Insurance Company, The North River Insurance Company and affiliates within Crum & Forster (collectively, "The Company") values your business and your trust. In order to administer insurance policies and provide you with effective customer service, we must collect certain information including nonpublic personal information about our customers and claimants. Nonpublic personal information means information that allows someone to identify or contact you ("Information"). We are committed to protecting such Information and we will comply with all applicable federal and state laws and regulations. This notice describes how we collect, use and share your Information, your rights with respect to insurance products issued by The Company and our legal duties and privacy practices. State laws require that we provide this notice. Please review this Notice and keep a copy of it with your records.

Your privacy is our concern

When you apply to The Company for insurance or make a claim against a policy written by The Company, you disclose information about yourself to us. The Company limits the collection, use, and disclosure of such information to only what is needed to properly produce, underwrite and service its insurance products and/or fulfill legal or regulatory requirements. The Company maintains administrative, technical and physical safeguards that comply with state and federal regulations to protect your Information. We also limit employee access to Information to those with a business reason for knowing such Information and we take measures to enforce employee privacy responsibilities.

What kind of information do we collect about you and from whom?

We obtain most of our Information from you. The application or claim form you complete, as well as any additional information you provide, generally gives us most of the information we need to know. Sometimes we may contact you by phone or mail to obtain additional information. We may use information about you from other transactions with us, our affiliates, or others. Depending on the nature of your insurance transaction, we may need additional information about you or other individuals proposed for coverage. We may obtain the additional information we need from third parties, such as other insurance companies or agents, government agencies, medical providers, insurance support organizations, the state motor vehicle department, information clearinghouses, credit reporting agencies, courts, or public records. A report from a consumer reporting agency may contain information as to creditworthiness, credit standing, credit capacity, character, general reputation, hobbies, occupation, personal characteristics, or mode of living.

What do we do with the information collected about you?

The Company collects nonpublic information to conduct its business of producing, underwriting, servicing and administering its insurance products. If coverage is declined or the charge for coverage is increased because of information contained in a consumer report we obtained, we will inform you, as required by state law or the federal Fair Credit Reporting Act. We will also give you the name and address of the consumer reporting agency making the report. We may retain information about our former customers and may disclose that information to affiliates and non-affiliates only as described in this notice.

To whom do we disclose information about you?

Access to non-public personal information is limited to those employees, and authorized representatives, attorneys and service providers who specifically need such information to conduct their business responsibilities. In addition, we may disclose all the information that we collect about you to affiliated companies and nonaffiliated third parties (as permitted by law), such as:

- Insurance companies;
- Insurance agencies;
- Loss adjusters;
- Medical providers;
- Third party non-insurance service providers;
- Third party administrators;
- Medical bill review companies;
- Reinsurance companies; and
- Similar service providers.

Crum & Forster requires its service providers to abide by privacy laws in handling non-public personal information obtained through its business relationship with Crum & Forster. Additionally, Crum & Forster may disclose non-public personal

information to third parties as allowed or required by law. For example, Crum & Forster may release your Information to comply with reporting requirements, to comply with a subpoena, warrant, legal process or other order or inquiry of a court, governmental agency or state or federal regulator, or to fulfill C&F's obligations to its insurers and reinsurers. We may also share your personal information in order to establish or exercise our rights, to defend against a legal claim, to investigate, prevent, or take action regarding possible illegal activities, suspected fraud, safety of person or property, or a violation of our policies.

If you conclude your relationship with the Company, the Company will continue to safeguard your privacy in accordance with the standards described in this notice. The Company maintains physical, electronic and procedural safeguards to protect non-public personal information.

About Our Websites

We may collect information via technology about how you use our website, including the elements you have interacted with, metadata, and other details about these elements, clicks, change states, and other user actions. This information is used primarily to provide, maintain, protect, and improve our current products and to develop new ones.

We may use cookies on certain pages of our site. Cookies are stored on your computer, not on our site. Most cookies are "session cookies" which means that they are automatically deleted at the end of each session. A cookie itself does not have the ability to automatically collect personal information about you. A cookie can store certain information that identifies your computer to us so that you do not need to re-enter that information as frequently when you use our site. The cookie does not contain your password.

We reserve the right to change our policy regarding cookies and the collection of information from visitors at any time without advance notice. Should any new policy be put into effect, we will post it on this website, and the new policy will apply only to information collected thereafter. You may opt out of receiving cookies or delete any prior cookies by changing your specific internet browser settings. The privacy of communication over the internet cannot be guaranteed. If you are concerned about the security of your communication, we encourage you to send your correspondence through the postal service or use the telephone to speak directly to us. We do not represent or warrant that the site, in whole or in part, is appropriate or available for use in any particular jurisdiction. Those who choose to access the site, do so on their own initiative and at their own risk, and are responsible for complying with all local laws, rules and regulations. We do not assume any responsibility for any loss or damage you may experience or incur by the sending of personal information over the internet by or to us. This Usage Agreement shall be governed by the laws of the United States and of the State of New Jersey, without giving effect to its conflict of laws provisions.

Please know that The Company has not and will not sell any consumers' personal information. We do not sell your nonpublic personal information to any third parties nor do we use it for marketing purposes.

How to contact us

If you have any questions about this Privacy Notice or about how we use the information we collect, please contact us at:
Crum & Forster Legal Department
305 Madison Avenue
Morristown, NJ 07960
privacyinformation@cfins.com

Changes to this Privacy Notice

We may revise this notice at any time. If we make material changes, we will notify you as required by law.

For California Residents Only:

If you are a California resident, you may be entitled to additional rights over your Information. We do not, and will not, sell Information collected from you. The California Consumer Privacy Act (CCPA) provides California residents, upon a verifiable consumer request, certain rights that include:

The right to request that we disclose (1) The categories of personal information that we have collected about you; and
(2) The categories of personal information that we have disclosed about you for a business purpose

The right to request that we delete the personal information it has collected from you, subject to certain legal exceptions, for example, when such personal information is necessary to fulfill or comply with our legal obligations.

The right to be protected from discrimination for exercising your CCPA rights. If you choose to exercise your privacy rights, we will not charge you different prices or provide different quality of services unless those differences are related to your information.

You may designate an authorized agent to act on your behalf and make a request of us under the CCPA.

To exercise your rights under the CCPA or to seek assistance, please do one of the following:

- If you would like to make a Request to Know, go to <http://www.cfins.com/request-to-know-california-residents/> or call 1.844.254.5754
- If you would like to make a Request to Delete, <http://www.cfins.com/request-to-delete-california-residents/> or call 1.844.254.5754
- Fill out and send back to us the Request to Know / Request to Delete form to:
Crum & Forster Legal Department
PO Box 1973
305 Madison Avenue
Morristown, NJ 07962
privacyinformation@cfins.com

We will attempt, where practical, to respond to your requests and to provide you with additional privacy-related information. We will confirm receipt of verifiable consumer requests within ten (10) days of receipt. You may only make a verifiable consumer request for personal information twice within a twelve (12) month period. We cannot respond to your request if we cannot verify your identity or authority to make the request and confirm the personal information relates to you. Any consumer with a disability may access this notice by contacting us at the address, email or toll free number listed above.

We may change this California Privacy Notice and our privacy practices over time. Our most current Privacy Policy and California Privacy Notice can be found on our website at <http://www.cfins.com/terms/>.

Disclosure Notice:

This plan provides insurance coverage that only applies during the covered trip. You may have coverage from other sources that provides you with similar benefits but may be subject to different restrictions depending upon your other coverages. You may wish to compare the terms of this policy with your existing life, health, home, and automobile insurance policies. If you have any questions about your current coverage, call your insurer or insurance agent or broker.

Purchasing travel insurance is not required in order to purchase any other products or services offered by the Travel Retailer.

What A Travel Retailer May Do:

Employees of a Travel Retailer may transact Travel Insurance on our behalf and under our direction, including:

1. Offering/disseminating information on our behalf, including brochures, buyer guides, descriptions of coverage, and price;
2. Referring specific coverage/feature/benefit questions to us;
3. Disseminating/processing applications for coverage, coverage selection forms, or other similar forms;
4. Collecting premiums on our behalf;
5. Receiving/recording information to share with us;

What A Travel Retailer May Not Do:

The Travel Retailer's employees:

1. are not qualified or authorized to answer technical questions about the benefits, exclusions or conditions of any of the insurance offered by the Travel Retailer; or
2. to evaluate the adequacy of a prospective insured's existing insurance coverage.

Definitions

"Travel Insurance" means coverage for personal risks incidental to planned travel, including one or more of the following:

Interruption or cancellation of a trip or event;
Loss of baggage or personal effects;
Damage to accommodations or rental vehicles; or
Sickness, accident, disability, or death occurring during travel.

The following are excluded from the definition of Travel Insurance: Major medical plans, which provide comprehensive medical protection for travelers on trips lasting 6 months or longer (e.g. working overseas, deployed military personnel, etc.). In some States, Damage waiver contracts that are part of a rental company's agreement. The phrase "damage waiver" or "collision damage waiver" cannot be used to describe travel insurance coverage, but the travel insurance contract may otherwise refer to "damage waiver" or "collision damage waiver" provided by a rental company.

"We, Us or Our" means Academic HealthPlans.

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
OVERNIGHT TRAVEL REQUEST**

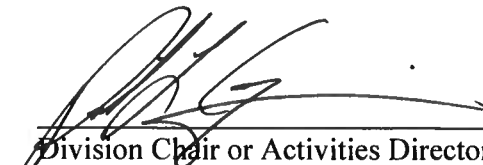
All requests for student travel that include overnight lodging must be submitted for approval to the Superintendent using this form. Please complete your Travel Request with the assistance of your Division Chair or the Director of Student Activities. Your request requires the signatures of all administrative staff members listed below. All requests must be submitted to the Superintendent's office no later than **one month prior** to the next scheduled Board Meeting, unless travel is for unforeseen advancement in a state competition. All District policies and regulations governing student behavior remain in full effect for the duration of the overnight trip, and sponsors and chaperones are expected to fully enforce all applicable rules.

1. Group submitting request: Snowball
2. Sponsor's name(s) submitting request: Angela Patel
3. Destination(s) of trip: YMCA Camp MacLean (Burlington, WI)
4. Number of students participating: 200
5. Dates of requested travel: March 7 - 8, 2025
6. Is this an IHSA or ILMEA event? Yes No
7. Will students miss more than one school day? Yes No If Yes, how many days? _____

Overnight Travel Request Funding Summary		
Funding from LTHS adopted budget	\$ 3,500.00	
Additional School Board funding request	\$ 0.00	
Total cost to LTHS		\$ 3,500.00
Club Fundraising/Participant funding		\$ 24,600.00
TOTAL COST OF OVERNIGHT TRAVEL		\$ 28,100.00

APPROVALS

Yes No


Division Chair or Activities Director

22 November 2024
Date

Yes No


Associate Principal


12/2/24
Date

Yes No


Principal

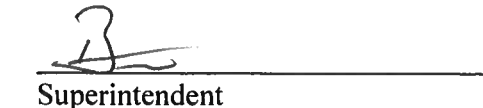
12/3/24
Date

Yes No


Director of Business Services

11/25/24
Date

Yes No


Superintendent

12/4/24
Date

For Office Use Only:
Please send completed copies to all individuals listed on this page, the Business Office, and the person requesting the trip.

COST DETAIL

If you are seeking LTHS Board of Education funding, please indicate which level by checking one of the boxes below.

- Funding Level I: In-State** sanctioned competitions or National competitions subsequent to advancement at the state level

The Board of Education will fund lodging, transportation, registration, and meals.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level II: Invitational** competition

The Board of Education will fund lodging and registration.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level III: All other** overnight trips

The Board of Education will not fund any expenses, including chaperone costs. All costs must be funded by the group and/or paid for by the travelers.

Cost to LTHS						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level I						\$ 0.00
Level II						\$ 0.00
Cost to School Group and/or Participants/Family						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level II						\$ 0.00
Level III	\$ 1,000.00	\$ 17,600.00	\$ 3,500.00	\$ 0.00	\$ 6,000.00	\$ 28,100.00

Total Cost of Level II trip	\$ 0.00
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Individual Cost per Traveler						
Traveler	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Student	\$ 5.00	\$ 88.00	\$ 17.50	\$ 0.00	\$ 30.00	\$ 140.50
Chaperone						\$ 0.00
Per student total cost, per travel agent (Level III only)						

Overnight Travel Request Funding Summary						
Board account number(s)	various accounts					
Student Activity account number(s)	98L000 9276					
Funding from LTHS adopted budget				\$ 3,500.00		
Additional School Board funding request				\$ 0.00		
Total cost to LTHS				\$ 3,500.00		
Student Activity Account funding			\$ 8,000.00			
Participant funding			\$ 16,600.00			
Club Fundraising/Participant funding				\$ 24,600.00		
TOTAL COST OF OVERNIGHT TRAVEL						\$ 28,100.00

List the adult chaperones:

Mark Kienzynski

Mimi Yong

Angela Patel

15+ chaperones TBD

David Stormont

If you plan to use funds from Student Activity Accounts, how will these funds be used?

Funds will be used for speaker payment, Snowball scholarships, and supplies for the weekend.

Has your group or any partnering parent organization completed any fundraising for this trip? Yes.

If yes, please explain: I have applied for a Cebrin Goodman Foundation grant to help offset the cost of speakers, leadership training, and supplies. We also received \$2,000 from the PTC to provide scholarships for underserved students.

TRIP RATIONALE

1. Please explain in detail the purpose of the trip: Operation Snowball is an international youth program that empowers student leaders through prevention education, community advocacy, and leadership development to create a positive impact. The program fosters a youth and adult partnership using the energy and influence of youth to create an atmosphere of positive peer support, recognizing that youth are a part of the solution, through supporting social emotional learning as youth develop attitudes, beliefs, behaviors, and cognitive skills that create healthy and competent adults. The development of youth leaders by providing diverse education on alcohol, tobacco, and other drug prevention; healthy decision making; mental health awareness; and community advocacy.

2. Would you describe this trip as a competition or an educational opportunity? Please explain:

This is an educational opportunity. Each weekend retreat focuses on leadership development, drug and alcohol education, as well as mental health education and resources.

3. Has LT sent students on this trip before? Is it an annual trip? Please provide any history or background regarding this particular trip: Yes. Twice each year students participate in these weekend retreats.

4. How were students selected for this trip and how will their experience benefit the school? Students are partially self-selected and also teacher-nominated to join on the weekend retreat. The retreat gives students a sense of belonging and community by being involved. They meet new people that they may have never come in contact with before, as well as make a positive connection with one or more adults in the building.

5. What grade are the student participants currently in? Grades 9 - 12

6. Describe the itinerary. If it is easier to attach an itinerary, please do so. Please also attach any forms, publicity materials, or other resources explaining the trip: Please see attached agenda.

7. Has a travel agent or tour company been used? Yes No
If Yes, attach all contact information and proof of insurance coverage provided by the company.

8. Please submit a comprehensive list of all students who will participate.

Spring Snowball Schedule 2024

Friday March 8th

6:30	Staff and Theatre arrive to prep
7:00-7:45	Staff and Theater-Check in participants
7:45-8:15	Large Group #1- Activities with small ?
8:15-8:20	Picture and Rules and Regs
8:20-8:30	Small Group #1-Check in- Name game
8:30-8:45	Load busses- bathroom
8:45-10:45	Bus Trip
10:45-11:00	UnLoad busses and Cabin Meetings
11:00-11:45	Small Group #1-Norms and get to know you
11:45-12:45	Lunch- Rules and Regs of camp
12:45-1:00	Energizers
1:00-2:00	Large Group #2- Erin Pompa- Warrior-chairs
2:00-2:45	Small Group #2- discuss speaker
2:45-3:00	Large group #3-Workshop logistics
3:00-3:45	Workshop #1
3:50-4:35	Workshop #2
4:40-5:25	Small Group #3-Workshop discussion
5:30-6:15	Dinner
6:15-6:30	Energizers
6:30-7:30	Large Group #4- OSB Theatre Show- empty
7:30-8:30	Small Group #4
8:30-9:15	Hot chocolate and snack social hour
9:15-10:00	Relaxation
10-10:45	Showers, prep for bed
11:00	Lights out- bed check

Saturday March 9th

7:00-7:30	Wake up, pack and leave luggage in cabin
7:30-8:00	Staff meeting
8:00-8:45	Breakfast
8:45-9:00	Energizers
9:00-10:00	Large Group #5-John Morello-DIRT-chairs/
10:00-10:20	Breakout groups with John
10:20-11:05	Small Group #5- discuss
11:05-12:35	Teambuilding
12:35-1:35	Lunch
1:35-1:45	Energizers- last one
1:45-3:00	Large Group #6- WDWGFH- empty
3:00-4:30	Small Group #6- Last
4:30-5:00	Chant/Sing/Perform for dinner
5:00-5:45	Dinner(chant/sing for dinner)
5:45-6:30	Closure/Load Busses
6:30-8:15	Bus Trip to North Campus

COST DETAIL

If you are seeking LTHS Board of Education funding, please indicate which level by checking one of the boxes below.

- Funding Level I: In-State** sanctioned competitions or National competitions subsequent to advancement at the state level

The Board of Education will fund lodging, transportation, registration, and meals.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level II: Invitational** competition

The Board of Education will fund lodging and registration.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level III: All other** overnight trips

The Board of Education will not fund any expenses, including chaperone costs. All costs must be funded by the group and/or paid for by the travelers.

Cost to LTHS						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level I						\$ 0.00
Level II	\$ 1,575.00	\$ 12,000.00				\$ 13,575.00
Cost to School Group and/or Participants/Family						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level II			\$ 6,800.00	\$ 2,730.00	\$ 2,040.00	\$ 11,570.00
Level III						\$ 0.00

Total Cost of Level II trip	\$ 25,145.00
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Individual Cost per Traveler						
Traveler	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Student	\$ 105.00	\$ 750.00	\$ 400.00	\$ 150.00	\$ 120.00	\$ 1,525.00
Chaperone	\$ 0.00	\$ 1,500.00	\$ 400.00	\$ 240.00	\$ 120.00	\$ 2,260.00
Per student total cost, per travel agent (Level III only)						

Overnight Travel Request Funding Summary		
Board account number(s)	10E000 1517 3318 00 540000 // 10E000 1517 3902 00 540000	
Student Activity account number(s)	98L000 9085	
Funding from LTHS adopted budget	\$ 14,855.00	
Additional School Board funding request	\$ 0.00	
Total cost to LTHS		\$ 14,855.00
Student Activity Account funding	\$ 0.00	
Participant funding	\$ 10,290.00	
Club Fundraising/Participant funding		\$ 10,290.00
TOTAL COST OF OVERNIGHT TRAVEL		\$ 25,145.00

List the adult chaperones:

Peter Geddeis _____
Mike Morrison _____

If you plan to use funds from Student Activity Accounts, how will these funds be used?

N/A

Has your group or any partnering parent organization completed any fundraising for this trip? No.

If yes, please explain: _____

TRIP RATIONALE

1. Please explain in detail the purpose of the trip: The United States Chess Federation's SuperNationals is the world's largest rated tournament, taking place every four years and welcoming over 5,000 scholastic chess players of all skill levels, including hundreds from top-performing programs across Chicagoland. The experience that the students have at the events is unmatched in terms of team-building and player development, both of which are integral to the short-and long-term success of the chess program at LTHS. This year's team is exceptionally deep and has already shown the dedication needed to succeed at an event like this.

2. Would you describe this trip as a competition or an educational opportunity? Please explain: This is both an educational and competitive opportunity. Students would be able to compete against other students from around the world and grow both as individuals and as a team.

3. Has LT sent students on this trip before? Is it an annual trip? Please provide any history or background regarding this particular trip: Yes, the team competed the last two years at the US Chess Federation Nationals in Washington, D.C. (2023) and Baltimore (2024).

4. How were students selected for this trip and how will their experience benefit the school? All students on the chess team are invited to attend. Their experience at the tournament will positively affect them in multiple areas: as a team, as individuals, and to encourage other students to consider joining an activity as challenging and strategic as chess.

5. What grade are the student participants currently in? Grades 9-12

6. Describe the itinerary. If it is easier to attach an itinerary, please do so. Please also attach any forms, publicity materials, or other resources explaining the trip:

WEDNESDAY 5/7: Departure for travel to Orlando, FL (time TBD).

THURSDAY, 5/8: All-day Blitz & Bughouse competitions.

FRIDAY, 5/9 - SUNDAY, 5/11: Seven rounds of competition spread over three days.

MONDAY, 5/12: Return to Chicago (possible return Sunday, depending on flight times).

7. Has a travel agent or tour company been used? Yes No

If Yes, attach all contact information and proof of insurance coverage provided by the company.

8. Please submit a comprehensive list of all students who will participate.

2023 National High School (K-12) Championships			
Washington Hilton			
Washington DC 20009			
March 31 - April 2, 2023			
Event	Start	End*	Location
Thursday			
Chess Control	8:00 AM	8:00 PM	Oak Park
Bughouse Tournament	11:00 AM	2:00 PM	Morgan
Blitz Tournament	5:00 PM	9:00 PM	<i>Omni Shoreham, 2500 Calvert St NW</i>
T-Shirts, Other Vendors (<i>Saturday-Sunday only</i>)			Columbia
Girls Club (<i>Saturday-Sunday only</i> ; see posted hours on site)			Cardozo
Event	Start	End*	Location
Friday			
Chess Control	8:00 AM	8:00 PM	Coats Room
Simultaneous Exhibition - GM Rashad Babaev	9:00 AM	11:00 AM	Concourse Foyer
Pop-Up Chess Store	9:00 AM	2:00 PM	Georgetown West
My First Tournament Seminar	9:30 AM	10:30 AM	Georgetown East
Opening Ceremony	12:45 PM	1:00 PM	International Ballroom
Round 1	1:00 PM	4:20 PM	International Ballroom (upper sections)
Round 1	1:00 PM	4:20 PM	Crystal Ballroom (lower sections)
"All Comers" Blitz - GM Rashad Babaev	3:30 PM	5:30 PM	Georgetown West
Round 2	6:00 PM	9:20 PM	International Ballroom (upper sections)
Round 2	6:00 PM	9:20 PM	Crystal Ballroom (lower sections)
Skittles	6:00 PM	8:00 PM	Columbia
Event	Start	End*	Location
Saturday			
Skittles	8:00 AM	11:00 PM	Columbia
Chess Control	8:00 AM	8:00 PM	Coats Room
Chess Store	8:00 AM	9:00 PM	Columbia
Presentation of Top 5 Blitz Individual Winners	8:50 AM	9:00 AM	International Ballroom
Round 3	9:00 AM	12:20 PM	International Ballroom (upper sections)
Round 3	9:00 AM	12:20 PM	Crystal Ballroom (lower sections)
The Benefit of Chess as an Educational Tool Seminar	10:00 AM	11:00 AM	Georgetown West
Round 1 Friends and Family	10:30 AM	11:40 AM	Georgetown East
Grandmaster Lecture - GM Rashad Babaev	12:30 PM	1:30 PM	Georgetown West
Round 2 Friends and Family	12:30 PM	1:40 PM	Georgetown East
Presentation of Top 5 Blitz Team Winners	1:20 PM	1:30 PM	International Ballroom
Round 4	1:30 PM	4:50 PM	International Ballroom (upper sections)
Round 4	1:30 PM	4:50 PM	Crystal Ballroom (lower sections)
Scholastic Meeting	2:15 PM	3:15 PM	Georgetown West
Chess In Education Panel Discussion	3:30 PM	4:30 PM	Georgetown West
"All Comers" Blitz - GM Rashad Babaev	3:30 PM	5:30 PM	Columbia
Round 3 Friends and Family	2:30 PM	3:40 PM	Georgetown East
Round 4 Friends and Family	4:30 PM	5:40 PM	Georgetown East
Presentation of Top 5 Bughouse Teams	5:50 PM	6:00 PM	International Ballroom
Round 5	6:00 PM	9:20 PM	International Ballroom (upper sections)
Round 5	6:00 PM	9:20 PM	Crystal Ballroom (lower sections)
Round 5 -- Live stream of top boards, K-12 Championship	6:00 PM	9:20 PM	Kalorama (online: twitch.tv/uschess)
Event	Start	End*	Location
Sunday			
Skittles	8:00 AM	7:00 PM	Columbia
Chess Control	8:00 AM	2:30 PM	Coats Room
Chess Store	8:00 AM	6:00 PM	Columbia
Presentation of Scholar-Chessplayer Awards	8:50 AM	9:00 AM	International Ballroom
Round 6	9:00 AM	12:20 PM	International Ballroom (upper sections)
Round 6	9:00 AM	12:20 PM	Crystal Ballroom (lower sections)
Round 6 -- Live stream of top boards, K-12 Championship	9:00 AM	12:20 PM	Kalorama (online: twitch.tv/uschess)
Grandmaster lecture - GM Rashad Babaev	11:00 AM	12:00 PM	Georgetown West
Round 7	1:30 PM	4:50 PM	International Ballroom (upper sections)
Round 7	1:30 PM	4:50 PM	Crystal Ballroom (lower sections)
Round 7 -- Live stream of top boards, K-12 Championship	1:30 PM	4:50 PM	Kalorama (online: twitch.tv/uschess)
"All Comers" Blitz - GM Rashad Babaev	2:00 PM	4:00 PM	Columbia

Awards Ceremony	Approximately 6:00 PM	International Ballroom
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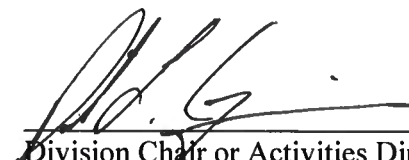
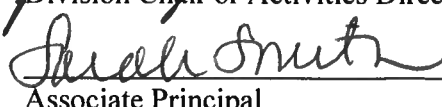
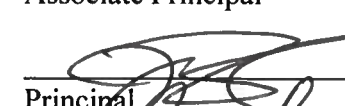

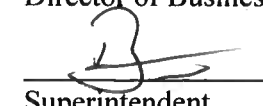
LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
OVERNIGHT TRAVEL REQUEST

All requests for student travel that include overnight lodging must be submitted for approval to the Superintendent using this form. Please complete your Travel Request with the assistance of your Division Chair or the Director of Student Activities. Your request requires the signatures of all administrative staff members listed below. All requests must be submitted to the Superintendent's office no later than **one month prior** to the next scheduled Board Meeting, unless travel is for unforeseen advancement in a state competition. All District policies and regulations governing student behavior remain in full effect for the duration of the overnight trip, and sponsors and chaperones are expected to fully enforce all applicable rules.

1. Group submitting request: **JV Poms & Winter Guard**
2. Sponsor's name(s) submitting request: **Dana Fry, Nikki Dargis, Bridget Dominiak**
3. Destination(s) of trip: **IDTA State Competition (Springfield, IL)**
4. Number of students participating: **52**
5. Dates of requested travel: **February 14 - 15, 2025**
6. Is this an IHSA or ILMEA event? Yes No
7. Will students miss more than one school day? Yes No If Yes, how many days? _____

Overnight Travel Request Funding Summary			
Funding from LTHS adopted budget	\$ 6,900.00		
Additional School Board funding request	\$ 0.00		
Total cost to LTHS		\$ 6,900.00	
Club Fundraising/Participant funding		\$ 5,000.00	
TOTAL COST OF OVERNIGHT TRAVEL			\$ 11,900.00

APPROVALS

Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 _____ Division Chair or Activities Director	22 November 2024 _____ Date
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 _____ Associate Principal	12/2/24 _____ Date
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 _____ Principal	12/3/24 _____ Date
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 _____ Director of Business Services	11/20/24 _____ Date
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 _____ Superintendent	12/4/24 _____ Date

For Office Use Only:
 Please send completed copies to all individuals listed on this page, the Business Office, and the person requesting the trip.

COST DETAIL

If you are seeking LTHS Board of Education funding, please indicate which level by checking one of the boxes below.

- Funding Level I: In-State** sanctioned competitions or National competitions subsequent to advancement at the state level

The Board of Education will fund lodging, transportation, registration, and meals.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level II: Invitational** competition

The Board of Education will fund lodging and registration.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level III: All other** overnight trips

The Board of Education will not fund any expenses, including chaperone costs. All costs must be funded by the group and/or paid for by the travelers.

Cost to LTHS						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level I	\$ 400.00	\$ 2,400.00	\$ 6,500.00	\$ 2,600.00	\$ 0.00	\$ 11,900.00
Level II						\$ 0.00
Cost to School Group and/or Participants/Family						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level II						\$ 0.00
Level III						\$ 0.00

Total Cost of Level II trip	\$ 0.00
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Individual Cost per Traveler						
Traveler	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Student	\$ 7.70	\$ 46.15	\$ 125.00	\$ 50.00	\$ 0.00	\$ 228.85
Chaperone						\$ 0.00
Per student total cost, per travel agent (Level III only)						

Overnight Travel Request Funding Summary						
Board account number(s)		10E000 1517 3318 00 540000 // 40E000 2550 3255 00 540000				
Student Activity account number(s)		98L000 9256 // 98L000 9114				
Funding from LTHS adopted budget			\$ 6,900.00			
Additional School Board funding request			\$ 0.00			
Total cost to LTHS					\$ 6,900.00	
Student Activity Account funding			\$ 5,000.00			
Participant funding			\$ 0.00			
Club Fundraising/Participant funding					\$ 5,000.00	
TOTAL COST OF OVERNIGHT TRAVEL						\$ 11,900.00

List the adult chaperones:

Brittany Smith _____
Nikki Dargis _____
Bridget Dominiak _____

If you plan to use funds from Student Activity Accounts, how will these funds be used?

To offset the upgrade cost of coach buses vs. school buses and any other costs that are not covered through other sources.

Has your group or any partnering parent organization completed any fundraising for this trip? Yes.

If yes, please explain: Our teams have done fundraising events throughout the year to help offset costs, including the Peppy Primary and Vertical Raise fundraising.

TRIP RATIONALE

1. Please explain in detail the purpose of the trip: Both the Junior Varsity Poms and Winter Guard teams compete at Illinois Drill Team Association regional competitions to qualify for the State Competition. This provides all teams an opportunity to compete for state recognition. By watching the performances of other dance teams from all over Illinois, the participants will broaden the scope of future choreography and performance.

2. Would you describe this trip as a competition or an educational opportunity? Please explain:

This is an Illinois Drill Team Association State Competition. Teams must qualify at the regional level to be invited to compete at state.

3. Has LT sent students on this trip before? Is it an annual trip? Please provide any history or background regarding this particular trip: This will be the eighth consecutive time that LT students attend this competition. The Junior Varsity team started competing at IDTA nine years ago, and have qualified for State every year since, frequently finishing in the top three in multiple categories. This will be Winter Guard's fourth appearance at State, taking first place three of the previous five years.

4. How were students selected for this trip and how will their experience benefit the school? All students selected for these teams are eligible to attend this competition. The performers have learned what it takes to be a part of a competitive team and have committed their time to improving their skills as a member of the team.

5. What grade are the student participants currently in? 9 - 12

6. Describe the itinerary. If it is easier to attach an itinerary, please do so. Please also attach any forms, publicity materials, or other resources explaining the trip:

Friday, February 14: Depart after school. Team dinner at 7:00 p.m.

Saturday, February 15: Registration at 8 a.m., performances TBA, awards TBA, return home after.

7. Has a travel agent or tour company been used? Yes No

If Yes, attach all contact information and proof of insurance coverage provided by the company.

8. Please submit a comprehensive list of all students who will participate.

Hanna	Bato	515843	Gen Nietes 512399
Natalie	Becker	516556	Mariana Castillejo 513583
Rachel	Beery	513572	Josette Garcia 514525
Ginger	Bruno	516605	Fen Markus 513205
Alexis	Campbell	516628	Elena Barrett 513986
Emma	Carlton	515670	Lilian Buterman 515254
Julia	Chrobotowicz	515181	Megan Carlin 513380
Payton	Gourley	516810	Emily Martinez 51535
Sophie	Hartford	516847	Emily Edell 516727
Bella	Holcer	516878	Sara Jarrett 513832
Julia	Jaeger	516902	Makena Novotny 517112
Avery	Jorgensen	516919	patricia holt 512832
Caroline	Ketchum	516942	Grace Crandall 514032
Liv	Lambert	516964	Mia Monik 513777
Laila	Lorenzi	516994	Abby Bongiorno 516584
Kinzey	Madaras	515614	Zelda Cooper 517613
Aara	Maheronnaghsh	514891	Zoe Brady 516590
Maddie	Masters	517023	
Sophie	McCarthy	515436	
Elizabeth	McGlynn	517035	
Caitlin	McIntyre	515667	
Franny	Melonides	513901	
Mallory	Metrik	514610	
Olivia	Mieszala	515277	
Reese	Morgan	515451	
Ava	Morrone	517077	
Piper	Mumford	517082	
Parker	Ninesling	515660	
Alina	Ortega	514203	
Adelyn	Peterson	517158	
Katie	Quinlan	515696	
Audrey Paige	Thompson	517345	
anna	werab	515296	
Charlotte	Zator	515387	



MEMORANDUM

TO: Brian Waterman, Superintendent
Board of Education

FROM: Jen Tyrrell

DATE: December 9, 2024

RE: Donations (Monetary & Gift Cards)

Please accept this memorandum in recognition of receipt of donations from members of our community in support of the LT Care Space. The monetary donations were deposited within the Care Space account. Gift card donations will be distributed in support of students. The funds are being used to purchase gift cards for students and supplies for the Care Space. The donors will be sent an acknowledgement of our sincere appreciation for this donation.

Anonymous	\$1,000.00
Vanessa Blasco	\$25.00
Kristi Bruno	\$10.00
Kristin Challacombe	\$25.00
Margaret Colucci	\$50.00
Sharon Davis Altiok	\$100.00
Stacey Frank	\$100.00
Kristen Gale	\$50.00
Kristen Graves	\$100.00
Anonymous	\$50.00
Susan Grier	\$50.00
Erin Groth	\$100.00
John Hallmann	\$50.00
Shelley Hebert	\$50.00
Kimberly Jones	\$200.00
Erica Lord	\$100.00
Jennifer McDonnell	\$70.00
Susan OMahoney	\$25.00
Robin Polich	\$50.00
Karen Raino	\$100.00
Diana Rodkin	\$50.00
Linda Thorell	\$250.00
Sandra Vazquez Weber	\$100.00
Amy Whipple	\$200.00