

Board of Education Regular Meeting

Monday, June 20, 2022, 6:30 PM

Stafford Elementary School Cafetorium

Join Zoom Meeting: <https://us06web.zoom.us/j/86443254903>

Meeting ID: 864 4325 4903

One tap mobile: +13017158592,,86443254903# US (Washington DC)

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Meeting ID: 864 4325 4903

- I. Call to Order- Establishment of Quorum
- II. Pledge of Allegiance
- III. Secretary's Report- Approval of Minutes
 - A. Regular Meeting Minutes, 06/06/2022
 - B. Special Meeting Minutes, 06/06/2022
- IV. Consent Agenda
 - A. 2021-2022 Bills and Grants, 06/02/2022, \$266,725.13
 - B. 2021-2022 Bills and Grants, 06/10/2022, \$31,413.07
 - C. Obsolete Equipment - Stafford Middle School
 - D. Resignations - Certified Staff Members
- V. Correspondence
 - A. The next regularly scheduled Board of Education meeting will be held on Monday, July 18, 2022, at 6:30 p.m., at Stafford Elementary School.
 - B. Thank You Cards for the Board of Education Members
- VI. Board Reports
- VII. Superintendent Reports
 - A. Financial Report, July 1, 2021, through May 31, 2022
 - B. Update Regarding COVID-19 Cases and the Learning Plan for 2022 - 2023
 - C. Presentation of the Special Education Practices and Procedures Manual
- VIII. Public Comment
- IX. Old Business
- X. New Business
 - A. Review and Possible Approval of Trip to Italy, April 2023
- XI. Personnel Matters
 - A. Superintendent's Evaluation (Executive Session Anticipated)
- XII. Student Matters

**Regular Meeting
Stafford Board of Education
Stafford High School Cafetorium
Monday, June 6, 2022, 6:30 PM**

Board Members Present (in person):

Ms. Erica Bushior
Mrs. Jennifer Davis
Mr. Mike Delano
Mr. Aaron Hoffman
Ms. Sara Kelley
Ms. Laura Lybarger, Secretary
Ms. Sonya Shegogue, Chairperson

Also Present (in-person, except as noted):

Mr. Steven Moccio, Superintendent of Schools
Mr. Steven Autieri, Director of Curriculum and Instruction
Mr. Jonathan Campbell, Assistant Principal, Stafford Middle School
Mr. Ryan Duffy, Student Representative
Mr. Dean Fortin, Director of Information Technology
Ms. Anna Gagnon, Principal, West Stafford School
Ms. Kathie Gabrielson, Director of Pupil Services (via Zoom)
Mr. Jason Gerum, Director of School Facilities (via Zoom)
Mr. Timothy Kinel, Assistant Principal, Stafford High School
Ms. Mary Claire Manning, Principal, Stafford Elementary School
Ms. Sue Mike, Principal, Stafford Middle School
Miss Alexa Morel, Student Representative
Ms. Lynne Pelletier, Director of Food Services (via Zoom)
Mr. Marco Pelliccia, Principal, Stafford High School
Mrs. Diane Peters, Business Manager
Ms. Jennifer Russell, Supervisor of Pupil Services
Mrs. Sara Varga, Assistant Principal, Stafford Elementary School

The meeting agenda and copies of all Board meeting materials were posted on the district's website (www.stafford.k12.ct.us) prior to the meeting, in accordance with the requirements for electronic meetings. Audience members were able to participate by phone utilizing the phone number provided on the meeting agenda. The recording of this meeting is available on the district website.

Item I. Call to Order- Establishment of Quorum

The meeting was called to order at 6:34 p.m.

Item II. Pledge of Allegiance

The Student Representatives led the Board in the Pledge of Allegiance.

Item III. Secretary's Report- Approval of Minutes

A. Regular Meeting, 05/16/2022

- B. Communications and Community Relations Committee Meeting, 05/16/2022
- C. Curriculum Committee Meeting, 05/26/2022

Mrs. Davis made a motion, seconded by Ms. Kelley, that the Board of Education approve the minutes from the regular meeting held on Monday, May 16, 2022, the Communications and Community Relations Committee meeting held on Monday, May 16, 2022, and the Curriculum Committee meeting held on Thursday, May 26, 2022. Ms. Bushior, Mrs. Davis, Mr. Delano, Mr. Hoffman, Ms. Lybarger, and Ms. Kelley voted for the motion, which carried.

Item IV. Consent Agenda

- A. 2021-2022 Bills and Grants, 05/11/2022, \$244,262.69
- B. Obsolete Equipment – Stafford High School
- C. Resignation of Certified Staff Members and Director of School Facilities
- D. Cafeteria Profit and Loss through April 30, 2022

Mr. Hoffman made a motion, seconded by Ms. Kelley, that the Board approve the consent agenda, as presented. Ms. Bushior, Mrs. Davis, Mr. Delano, Mr. Hoffman, Ms. Lybarger, and Ms. Kelley voted for the motion, which carried.

Item V. Correspondence

A. Board Meeting Reminder

Ms. Shegogue read the following reminder: the next regularly scheduled Board of Education meeting will be held on Monday, June 20, 2022, at 6:30 p.m., at Stafford Elementary School.

Item VI. Board Reports

A. Student Representatives' Report

The Student Representatives gave an update on the activities held at each of the schools and also reported on upcoming events.

B. Curriculum Committee Report

Ms. Lybarger provided a report regarding the Curriculum Committee Meeting, which was held on Thursday, May 26, 2022, as follows:

- Discussed Upcoming Curriculum State Legislation for the 2022 – 2023 School Year
 - Asian American and Pacific Islander Studies, 2025
 - Native American Curriculum, 23-24 School Year
 - Climate Change Studies added to Science Curriculum
 - Changes to Reading Requirement
- Visits to Stafford Elementary School, Stafford Middle School and West Stafford School
- District Literacy and Numeracy Nights
- Survey from Professional Learning Data Reviewed
- Discussed Ideas for Increase in Parent Participation
- Curriculum Committee Tour of Stafford High School

Item VII. Superintendent's Reports

A. Recognition of the 2023 Teacher of the Year

Mr. Moccio announced that Stafford's Teacher of the Year for 2023 is Adrian DePellegrini, Grade 2 Teacher at Stafford Elementary School. Mr. Moccio introduced Mr. Autieri, Director of Curriculum and Instruction, who facilitates the selection process.

Mr. Autieri outlined the Teacher of the Year selection process and shared portions of Ms. DePellegrini's nominations, which highlighted her dedication and contributions to the students and staff. Ms. DePellegrini was presented with an engraved clock on behalf of the district and the Board. Her name will also be added to the TOY plaque that was created by the high school's industrial technology department.

B. Recognition of the 2023 Paraeducator of the Year

Mr. Moccio announced that Stafford's Paraeducator of the Year for 2023 is Ms. Margaret A.D. Maynard (posthumous), Paraeducator at Stafford High School.

Similar to the CSDE Teacher of the Year program, the Paraeducator of the Year nominee must meet specific criteria, which is outlined in the announcement letter that was sent to staff, parents, and community members. Mr. Moccio highlighted some of Ms. Maynard's nominations, accomplishments, and contributions to the school and the community. Ms. Maynard's family was presented with an engraved clock on behalf of the district and the Board.

C. Recognition of Retiring Staff Members

Mr. Moccio introduced and spoke about the following staff members, who will have retired at the end of the 2021 – 2022 school year:

- Jody Champagne, Stafford High School
- Lynne Dennis, Stafford Middle School
- Mary Ellen Eaton, Stafford Elementary School
- Richard Fish, Stafford Elementary School
- Belinda Fortin Tarro, Stafford High School
- Kim Fluery, West Stafford School
- Cathleen Klybas, Stafford Middle School
- Eileen Lavalle, West Stafford School
- Sandra Lazzaris, Curriculum Office
- Sharon Mlyniec, Stafford Elementary School
- Diane Peters, Business Manager
- Charles Smith, Stafford Elementary School
- Christiane St. Amand, Stafford High School
- Russell Toney, West Stafford School
- Leigh Wytas, Business Office

Each individual received a gift, and those present were presented with an opportunity to address the audience.

D. Presentation of the Connecticut Associate of Boards of Education Student Leadership Awards

Each year, the CABE Student Leadership Award program honors Connecticut high school and middle school students who exhibit exemplary leadership skills based on the following criteria:

- Willingness to take on challenges
- Capability to make difficult decisions

- Concern for others
- Ability to work with others
- Willingness to commit to a project
- Diplomacy
- Ability to understand issues clearly
- Ability to honor a commitment

The 2021 - 2022 recipients of this prestigious award from Stafford High School are Isabella Brodeur and Kristine Johnson. The recipients from Stafford Middle School are Bella Coporale and Gavin Iacobucci. The four honorees were present at the Celebration of Excellence. Mr. Marco Pelliccia, Principal of Stafford High School, Mr. Timothy Kinel, Assistant Principal of Stafford High School, Mrs. Susan Mike, Principal of Stafford Middle School, and Mr. Jonathan Campbell, Assistant Principal of Stafford Middle School, spoke about each of these students and their contributions to the school and the community. Each student was presented with a certificate.

E. Recognition of Student Representatives to the Board of Education

Mr. Moccio stated that Stafford High School senior, Ryan Duffy, and junior, Alexa Morel, have served as Student Representatives to the Board of Education during the 2021 - 2022 school year. He said that they have done an outstanding job updating Board members on student activities throughout the district, as well as providing a student's perspective on Board matters. They offer input during Board of Education meetings and have served as advocates for students. Both student representatives were presented with a gift card and a certificate commemorating their service to the Board at the Celebration of Excellence.

The Board of Education took a brief recess at 7:50 p.m.
The meeting was called to order at 8:08 p.m.

Item VIII. Public Forum

There were no questions or comments

Item IX. Old Business

There was no old business

Item X. New Business

A. Review and Possible Approval of Reductions to the Board Approved 2022-2023 Budget in the Amount of \$200,000 to Meet the Board of Finance Mandate

Following the failed referendum on May 25, 2022, the Board of Finance mandated a reduction to the Board of Education's budget in the amount of \$200,000.

Mr. Moccio reviewed his proposed budget adjustments, and responded to questions from the Board members.

Mrs. Davis made a motion, seconded by Ms. Lybarger, that the Board of Education reduce the budget that was approved on Monday, April 25, 2022, by \$200,000.00, to meet the Board of Finance's mandate. Ms. Bushior, Mrs. Davis, Mr. Delano, Mr. Hoffman, Ms. Lybarger, and Ms. Kelley voted for the motion, which carried.

B. Review and Possible Approval of the SPS 2022-2025 District Technology Action Plan

Mr. Moccio introduced Mr. Steven Autieri, Director of Curriculum and Instruction, Ms. Erickson, District Technology Integration Specialist, and Mr. Dean Fortin, Director of Information Technology. They provided a brief summary of the changes made to the district's new three (3) year technology action plan.

Ms. Lybarger made a motion, seconded by Ms. Kelley, that the Board approve the Stafford Public Schools 2022 – 2025 District Technology Action Plan. Ms. Bushior, Mrs. Davis, Mr. Delano, Mr. Hoffman, Ms. Lybarger, and Ms. Kelley voted for the motion, which carried.

Mrs. Davis made a motion, seconded by Ms. Kelley, that the Board place Item XI.A.- **Review and Possible Approval of the Non-Affiliated Salaries (Executive Session Anticipated)** and Item XI.B.- **Review and Possible Approval of the Director of Athletics Contract (Executive Session Anticipated)** into executive session. Ms. Bushior, Mrs. Davis, Mr. Delano, Mr. Hoffman, Ms. Lybarger, and Ms. Kelley voted for the motion, which carried.

The Board took a brief recess at 8:47 p.m.

Ms. Kelley made a motion, seconded by Mr. Hoffman, to enter executive session. Ms. Bushior, Mrs. Davis, Mr. Delano, Mr. Hoffman, Ms. Lybarger, and Ms. Kelley voted for the motion, which carried. The Board entered executive session at 8:53 p.m.

Ms. Lybarger made a motion, seconded by Ms. Kelley, to return to regular session. Ms. Bushior, Mrs. Davis, Mr. Delano, Mr. Hoffman, Ms. Lybarger, and Ms. Kelley voted for the motion, which carried. The Board returned to regular session at 9:29 p.m.

Item XI. Personnel Matters

A. Review and Possible Approval of the Non-Affiliated Salaries (Executive Session Anticipated)

Ms. Lybarger made a motion, seconded by Mr. Hoffman, that the Board approve the non-affiliated salaries, as amended. Ms. Bushior, Mrs. Davis, Mr. Delano, Mr. Hoffman, Ms. Lybarger, and Ms. Kelley voted for the motion, which carried.

B. Review and Possible Approval of the Director of Athletics Contract (Executive Session Anticipated)

Mrs. Davis made a motion, seconded by Ms. Lybarger, that the Board approve the contract for the Director of Athletics, as amended. Moved further that the Board authorize Ms. Shegogue to sign on behalf of the Board. Ms. Bushior, Mrs. Davis, Mr. Delano, Mr. Hoffman, Ms. Lybarger, and Ms. Kelley voted for the motion, which carried.

Item XII. Student Matters

There were no student matters

Item XIII. Adjournment

Mrs. Davis made a motion, seconded by Ms. Kelley, to adjourn the meeting. Ms. Bushior, Mrs. Davis, Mr. Delano, Mr. Hoffman, Ms. Kelley, and Ms. Lybarger voted for the motion, which carried. The meeting adjourned at 9:31 p.m.

Respectfully submitted,
Christine C. Marinelli / Sara Sarwar, Recording Secretaries

Sonya Shegogue, Chairperson

Laura Lybarger, Secretary

DRAFT

**Special Meeting
Stafford Board of Education
Stafford High School Main Office Conference Room
In-Person Meeting
Monday, June 6, 2022, 5:30 PM**

Board Members Present (in person):

Ms. Erica Bushior
Mrs. Jennifer Davis
Mr. Mike Delano
Mr. Aaron Hoffman
Ms. Sara Kelley (remote)
Ms. Laura Lybarger, Secretary
Ms. Sonya Shegogue, Chairperson

Also Present: Mr. Steven Moccio, Superintendent of Schools

Item 1. Call to Order- Establishment of Quorum

The meeting was called to order at 5:30 p.m.

Item 2. Evaluation of Superintendent of Schools (Executive Session Anticipated)

Mrs. Davis made a motion, seconded by Ms. Bushior, to place Item 2. Evaluation of Superintendent of Schools, into executive session. Ms. Bushior, Mrs. Davis, Mr. Delano, Mr. Hoffman, Ms. Kelley, and Ms. Lybarger voted for the motion, which carried. The Board entered executive session at 5:32 p.m.

Mrs. Davis made a motion, seconded by Ms. Bushior, that the Board return to regular session. Ms. Bushior, Mrs. Davis, Mr. Delano, Mr. Hoffman, Ms. Kelley, and Ms. Lybarger voted for the motion, which carried. The Board returned to regular session at 6:27 p.m.

No action was taken on this item.

Item 3. Adjournment

Ms. Lybarger made a motion, seconded by Ms. Bushior, to adjourn the meeting. Ms. Bushior, Mrs. Davis, Mr. Delano, Mr. Hoffman, Ms. Kelley, and Ms. Lybarger voted for the motion, which carried. The meeting adjourned at 6:28 p.m.

**Respectfully submitted,
Christine C. Marinelli, Recording Secretary**

Sonya Shegogue, Chairperson

Laura Lybarger, Secretary

Stafford CT Public Schools

Voucher Detail Listing

Voucher Batch Number: 1250

06/02/2022

Fiscal Year: 2021-2022

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
A&D Portable Rentals, LLC						
Check Group:						
Portable restroom		1	2210239	5287 5/1/2022	001.10.430.2600.994 Grounds/Painting/Upkeep	\$80.00
				Check #: 2380		
					PO/InvoiceTotal:	\$80.00
					Vendor Total:	\$80.00
Ace Taxi Service, Inc						
Check Group:						
Transportation to/from CREC Polaris Center		16	2204190	11784 5/5/2022	001.04.510.2700.165 SpEd Bus Outside Contracts	\$3,256.32
				Check #: 2381		
					PO/InvoiceTotal:	\$3,256.32
					Vendor Total:	\$3,256.32
Adelbrook	4085					
Check Group:						
Tuition SpEd Private Out of District Student #1		16	2204075	1/31/2022 813 1/31/2022	001.04.560.1260.211 Tuition SpEd Private Out of District	\$7,440.00
Tuition SpEd Private Out of District Student #1		2	2204075	1/31/2022 824 1/31/2022	001.04.560.1260.211 Tuition SpEd Private Out of District	\$930.00
Tuition SpEd Private Out of District Student #2		18	2204075	1/31/2022 824 1/31/2022	001.04.560.1260.211 Tuition SpEd Private Out of District	\$8,370.00
Tuition SpEd Private Out of District Student #3		18	2204075	1/31/2022 824 1/31/2022	001.04.560.1260.211 Tuition SpEd Private Out of District	\$8,370.00
Tuition SpEd Private Out of District Student #4		18	2204075	1/31/2022 824 1/31/2022	001.04.560.1260.211 Tuition SpEd Private Out of District	\$8,370.00
Tuition SpEd Private Out of District Student #5		15	2204075	1/31/2022 824 1/31/2022	001.04.560.1260.211 Tuition SpEd Private Out of District	\$6,975.00
Tuition SpEd Private Out of District Student #2		16	2204075	2/28/2022 928 2/28/2022	001.04.560.1260.211 Tuition SpEd Private Out of District	\$7,440.00

Stafford CT Public Schools

Voucher Detail Listing

Voucher Batch Number: 1250

06/02/2022

Fiscal Year: 2021-2022

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Tuition SpEd Private Out of District Student #3		16	2204075	2/28/2022 928 2/28/2022	001.04.560.1260.211 Tuition SpEd Private Out of District	\$7,440.00
Tuition SpEd Private Out of District Student #4		16	2204075	2/28/2022 928 2/28/2022	001.04.560.1260.211 Tuition SpEd Private Out of District	\$7,440.00
Tuition SpEd Private Out of District Student #1		15	2204075	4/30/2022 1116 4/30/2022	001.04.560.1260.211 Tuition SpEd Private Out of District	\$6,300.00
Tuition SpEd Private Out of District Student #2		16	2204075	4/30/2022 1127 4/30/2022	001.04.560.1260.211 Tuition SpEd Private Out of District	\$7,440.00
Tuition SpEd Private Out of District Student #3		16	2204075	4/30/2022 1127 4/30/2022	001.04.560.1260.211 Tuition SpEd Private Out of District	\$7,440.00
Tuition SpEd Private Out of District Student #4		16	2204075	4/30/2022 1127 4/30/2022	001.04.560.1260.211 Tuition SpEd Private Out of District	\$7,440.00
Check #: 2382						
PO/InvoiceTotal:						\$91,395.00
Vendor Total:						\$91,395.00
All Phase Electric Supply Co	4040					
Check Group:						
light for shs stage		1	2210305	2892-1058836 4/20/2022	001.10.430.2600.096 Electrical Repair & Maintenance	\$931.38
Check #: 2383						
PO/InvoiceTotal:						\$931.38
Vendor Total:						\$931.38
Allston Supply Co Inc						
Check Group:						
Building Services-Supplies		752.25	2210055	145683 4/29/2022	001.10.613.2600.134 Building Services-Supplies	\$752.25
Building Services-Supplies		1261.52	2210055	145697 4/29/2022	001.10.613.2600.134 Building Services-Supplies	\$1,261.52
Check #: 2384						
PO/InvoiceTotal:						\$2,013.77

Stafford CT Public Schools

Voucher Detail Listing

Voucher Batch Number: 1250

06/02/2022

Fiscal Year: 2021-2022

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$2,013.77
Amazon	3332					
Check Group:						
Amazon Basics Clear Thermal Laminating Plastic Paper Laminator Sheets - 9 x 11.5-Inch, 200-Pack		1	2201146	444477455944	130.01.611.1110.617	\$19.21
				4/14/2022	Instructional Supplies	
#1 Best Seller in Boys' Athletic Socks in Boys' Athletic Socks Amazon Essentials Unisex Kids' Cotton Low Cut Sock, Pack of 14, White/Grey, Medium		1	2201146	588669739869	130.01.611.1110.617	\$14.60
				4/12/2022	Instructional Supplies	
Amazon Basics Hardboard Office Clipboard - 12-Pack		1	2201146	588669739869	130.01.611.1110.617	\$15.87
				4/12/2022	Instructional Supplies	
Pendaflex 84370 File Folders with Erasable Tabs, 1/3 Cut Top Tab, Letter, Assorted (Pack of 30)		2	2201146	588669739869	130.01.611.1110.617	\$24.40
				4/12/2022	Instructional Supplies	
Post-it Super Sticky Notes, Assorted Sizes, 15 Pads, 2x the Sticking Power, Supernova Neons, Bright Colors, Recyclable (4423-15SSMIA)		2	2201146	588669739869	130.01.611.1110.617	\$26.98
				4/12/2022	Instructional Supplies	
Amazon Basics Hanging File Folders, Letter Size, Gray, 25-Pack		2	2201146	588669739869	130.01.611.1110.617	\$23.98
				4/12/2022	Instructional Supplies	
Amazon Basics Hardboard Office Clipboard - 12-Pack		1	2201146	848934689646	130.01.611.1110.617	\$19.21
				4/11/2022	Instructional Supplies	

Check #: 2385

Stafford CT Public Schools

Voucher Detail Listing

Voucher Batch Number: 1250

06/02/2022

Fiscal Year: 2021-2022

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
PO/InvoiceTotal:						\$144.25
Check Group:						
Stearns Child Hydroprene Vest , Blue, 30-50 PoundStearns Child Hydroprene Vest , Blue, 30-50 Pound		2	2201164	485948978959	130.01.325.1110.617	\$89.12
				5/1/2022	Parent Activities	
STEARNS Adult Watersport Classic Series Life Vest, BlueSTEARNS Adult Watersport Classic Series Life Vest, Blue		2	2201164	485948978959	130.01.325.1110.617	\$79.18
				5/1/2022	Parent Activities	
Check #: 2385						
PO/InvoiceTotal:						\$168.30
Check Group:						
TREND enterprises, Inc. I'm a Star Student Recognition Awards, 30 ct		8	2201169	587358788955	120.01.611.1110.037	\$60.40
				5/10/2022	WSS School Readiness Inst Supplies	
30 Pcs Pop Bracelet Fidget Toy, Fidget Bracelet Wearable Push Poping Bubble Sensory Toys Stress Relief Finger Press Silicone Wristband for Kids and Adults		17	2201169	587358788955	120.01.325.1110.101	\$254.83
				5/10/2022	SR Parent Activities	
Keter Westwood 150 Gallon Resin Large Deck Box-Organization and Storage for Patio Furniture, Outdoor Cushions, Garden Tools and Pool Toys, Dark GreyKeter Westwood 150 Gallon Resin Large Deck Box-Organization and Storage for Patio Furniture, Outdoor Cushions, Garden Tools and Pool Toys, Dark Grey		1	2201169	668488949466	120.01.611.1110.037	\$189.10
				5/9/2022	WSS School Readiness Inst Supplies	
Fun Express Superhero Erasers - 24 pcs		8	2201169	695698435695	120.01.611.1110.037	\$63.84
				5/15/2022	WSS School Readiness Inst Supplies	
Check #: 2385						
PO/InvoiceTotal:						\$568.17
Check Group:						
Sharpie Permanent Markers, Ultra Fine Point, Black, 12 Count		1	2201176	457394766737	180.01.612.1110.026	\$12.89
				5/9/2022	EHS Administrative Supplies	

Stafford CT Public Schools

Voucher Detail Listing

Voucher Batch Number: 1250

06/02/2022

Fiscal Year: 2021-2022

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Lenovo 510 Wireless Keyboard & Mouse Combo, 2.4 GHz Nano USB Receiver, Full Size, Island Key Design, Left or Right Hand, 1200 DPI Optical Mouse, GX30N81775, Black		1	2201176	777355838594	180.01.612.1110.026	\$30.98
				5/10/2022	EHS Administrative Supplies	
Sharpie Permanent Markers, Fine Point, Black, 36 CountSharpie Permanent Markers, Fine Point, Black, 36 Count		1	2201176	777355838594	180.01.612.1110.026	\$21.99
				5/10/2022	EHS Administrative Supplies	
Lenovo 510 Wireless Keyboard & Mouse Combo, 2.4 GHz Nano USB Receiver, Full Size, Island Key Design, Left or Right Hand, 1200 DPI Optical Mouse, GX30N81775, Black		-1	2201176	953547394665	180.01.612.1110.026	(\$30.98)
				5/24/2022	EHS Administrative Supplies	
Sharpie Permanent Markers, Fine Point, Black, 36 CountSharpie Permanent Markers, Fine Point, Black, 36 Count		-1	2201176	953547394665	180.01.612.1110.026	(\$21.99)
				5/24/2022	EHS Administrative Supplies	
Check #: 2385						
PO/InvoiceTotal:						\$12.89
Check Group:						
Teacher Early Childhood Education Preschool Head Start Crew T-Shirt		10	2201177	447344784357	180.01.611.1110.026	\$169.90
				5/12/2022	EHS Program Supplies	
Teacher Early Childhood Education Preschool Head Start Crew T-Shirt		3	2201177	447344784357	180.01.611.1110.026	\$50.97
				5/12/2022	EHS Program Supplies	
Teacher Early Childhood Education Preschool Head Start Crew T-Shirt		5	2201177	447344784357	180.01.611.1110.026	\$84.95
				5/12/2022	EHS Program Supplies	
Teacher Early Childhood Education Preschool Head Start Crew T-Shirt		3	2201177	447344784357	180.01.611.1110.026	\$50.97
				5/12/2022	EHS Program Supplies	
Teacher Early Childhood Education Preschool Head Start Crew T-Shirt		2	2201177	447344784357	180.01.611.1110.026	\$33.98
				5/12/2022	EHS Program Supplies	

Stafford CT Public Schools

Voucher Detail Listing

Voucher Batch Number: 1250

06/02/2022

Fiscal Year: 2021-2022

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
3 Bubble Guns Blaster Kit Automatic Bubble Maker Blower Machine with 3 Bubble Solutions for Kids, Bubble Blower for Bubble Party Favors, Summer Toy, Birthday, Outdoor & Indoor Activity, Easter3 Bubble Guns Blaster Kit Automatic Bubble Maker Blower Machine with 3 Bubble Solutions for Kids, Bubble Blower for Bubble Party Favors, Summer Toy, Birthday, Outdoor & Indoor Activity, Easter \$25.99		4	2201177	447344784357	180.01.611.1110.026	\$103.96
				5/12/2022	EHS Program Supplies	
Kidzlane Bubble Solution Refill 67.63 oz Large, Easy-Grip Bottle for Bubble Guns, Wands, Bubble Machines 67.63 Oz.		4	2201177	447344784357	180.01.611.1110.026	\$51.96
				5/12/2022	EHS Program Supplies	
Joyin Toy 12 Pack 14" Big Bubble Wand Assortment (1 Dozen) with Bubble Refill Solution - Super Value Pack of Summer Toy Party Favor (12 Bubble + 12 Refill Pack = 24pack)		2	2201177	447344784357	180.01.611.1110.026	\$31.78
				5/12/2022	EHS Program Supplies	
Check #: 2385						
PO/InvoiceTotal:						\$578.47
Check Group:						
Hanes Boys' T-Shirt, White, Large		7	2201178	468587886854	180.01.611.1110.026	\$116.13
				5/12/2022	EHS Program Supplies	
Fruit of the Loom Big Cotton T Shirt, Boys-7 Pack-White, Large		6	2201178	539539757733	180.01.611.1110.026	\$83.94
				5/14/2022	EHS Program Supplies	
Fruit of the Loom Big Cotton T Shirt, Boys-7 Pack-White, X-Large		4	2201178	539539757733	180.01.611.1110.026	\$55.96
				5/14/2022	EHS Program Supplies	
Check #: 2385						
PO/InvoiceTotal:						\$256.03
Check Group:						
Amazon Basics 1/3-Cut Tab, Assorted Positions File Folders, Letter Size, Manila - Pack of 100		3	2203150	463959968497	001.03.611.2400.147	\$36.99
				5/13/2022	SHS Principal's Office Supplies	
Hammermill Printer Paper, 20 Lb Copy Paper, 8.5 x 11 - 8 Ream (4,000 Sheets) - 92 Bright, Made in the USA		10	2203150	993354974879	001.03.611.2400.147	\$313.80
				5/9/2022	SHS Principal's Office Supplies	

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
PILOT VBall Liquid Ink Rolling Ball Stick Pens, Extra Fine Point, Black Ink, 12-Pack (35200)		1	2203150	993354974879 5/9/2022	001.03.611.2400.147 SHS Principal's Office Supplies Check #: 2385	\$17.79
PO/InvoiceTotal:						\$368.58
Check Group:						
UNO: Classic Card Game		1	2204251	894967334696 5/5/2022	211.04.611.1260.026 IDEA 611 Carryover Instructional Supplies	\$7.33
hand2mind Learn About Feelings Set, Social Skills Activities for Kids, 10 Social Emotional Learning Activities, 30 Emotion Cards, 1 Feelings Chart for Kids, Calm Down Corner, ABA Therapy		1	2204251	V801935 5/16/2022	211.04.611.1260.026 IDEA 611 Carryover Instructional Supplies	\$23.99
UOONY 4000pcs Pony Beads Kit, Including 2400pcs Rainbow Pony Beads and 1600pcs Letter Beads, 24 Colors 4 Styles Kandi Beads for Bracelets Jewelry Making with 20m Crystal String and 30m Elastic String		1	2204251	V801935 5/16/2022	211.04.611.1260.026 IDEA 611 Carryover Instructional Supplies	\$24.99
FRIENDLY CUDDLE Weighted Lap Pad for Kids 5 lbs. - Sensory Weighted Stuffed Animals - Lap Blanket for Toddlers Kids Adults with Sensory Processing Disorder - Perfect for Classroom Travel Home Office.		1	2204251	V801935 5/16/2022	211.04.611.1260.026 IDEA 611 Carryover Instructional Supplies	\$47.99
Jellyfish Lava Lamp Multi-Color Changing Aquarium Night Light with 5 Glowing Jellyfish Electric Tank Mood Light Home Office Room Desk Decor Lamp Gift for Kids Men Women for Christmas Birthday		3	2204251	V801935 5/16/2022	211.04.611.1260.026 IDEA 611 Carryover Instructional Supplies	\$89.07
3M Laminator Kit With Every Size Laminating Pouch		1	2204251	V801935 5/16/2022	211.04.611.1260.026 IDEA 611 Carryover Instructional Supplies	\$67.65
1400pcs 5 Color Acrylic Alphabet Cube Beads Letter Beads with 1 Roll 50M Crystal String Cord for Jewelry Making(6mm)		1	2204251	V801935 5/16/2022	211.04.611.1260.026 IDEA 611 Carryover Instructional Supplies	\$11.95

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
StrongSuit - The Tower of Self Esteem, Family Therapy Game For Kids, Teens, Boost Self Confidence, Social Skills, Creativity, Problem Solving, mindfulness - Used by Therapists and Parents, 2-5 Players		1	2204251	V801935	211.04.611.1260.026	\$22.99
				5/16/2022	IDEA 611 Carryover Instructional Supplies	
Mindfulness Therapy Game: Teaches Social Skills, Self Care & More for Kids, Teens & Adults. 50 Cards		1	2204251	V801935	211.04.611.1260.026	\$15.49
				5/16/2022	IDEA 611 Carryover Instructional Supplies	
Sensory Toys Set 38 Pack, Stress Relief Fidget Hand Toys for Adults and Kids, Sensory Fidget and Squeeze Widget for Relaxing Therapy - Perfect for ADHD Add Anxiety Autism		1	2204251	V801935	211.04.611.1260.026	\$14.40
				5/16/2022	IDEA 611 Carryover Instructional Supplies	
Clay Beads 6000 Pcs 2 Boxes Bracelet Making Kit - 24 Colors Polymer Clay Beads for Bracelet Making - Jewelry Making kit with Gift Pack - Bracelet Making Kit for Adults - Heishi Disc Beads		1	2204251	V801935	211.04.611.1260.026	\$22.99
				5/16/2022	IDEA 611 Carryover Instructional Supplies	
Totika Life Skills Card Deck		1	2204251	V801935	211.04.611.1260.026	\$10.50
				5/16/2022	IDEA 611 Carryover Instructional Supplies	
Learning Resources Conversation Cubes - 6 Pieces, Ages 6+ Foam Cubes for Social Emotional Learning, School Counselor Supplies, Speech Therapy Toys, Ice Breaker Cubes		1	2204251	V801935	211.04.611.1260.026	\$12.99
				5/16/2022	IDEA 611 Carryover Instructional Supplies	
Check #: 2385						
PO/InvoiceTotal:						\$372.33
Check Group:						
Texas Roadhouse Gift Card (\$50 - R. Fish - COE)		1	2208142	897648993695	001.08.611.2320.203	\$50.00
				5/9/2022	District Supplies Superintendents Office	
\$50 Visa Gift Card + fee (C. St.-Amand/E. LaVallee - COE)		2	2208142	897648993695	001.08.611.2320.203	\$109.90
				5/9/2022	District Supplies Superintendents Office	
Check #: 2385						
PO/InvoiceTotal:						\$159.90
Check Group:						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Isopropyl Alcohol 99% - 4 Quart Spray Bottles - High Purity Concentrated Rubbing Alcohol - Made in America - Alliance Chemical		1	2209091	489659459847 5/16/2022	001.09.430.2611.047 IT Repair and Maintenance	\$41.99
STERILITE 14699002 40 Gallon/151 Liter Wheeled Industrial Tote, Black Lid & Base w/Racer Red Handle & Latches, 4 Pack		1	2209091	748679389854 5/16/2022	001.09.430.2611.047 IT Repair and Maintenance	\$144.88
Laptop Bag for Women 15.6 Inch Waterproof Laptop Tote Bag Large Leather Computer Briefcase Womens Business Professional Office Work Bag Lightweight Shoulder Handbag,Grey		1	2209091	863748786775 5/18/2022	001.09.430.2611.047 IT Repair and Maintenance	\$24.61
Five Star Spiral Notebook, 5 Subject, College Ruled Paper, 180 Sheets, Small, 9-1/2" x 6", Assorted Colors, Color Will Vary, 1 Count (06184)		1	2209091	863748786775 5/18/2022	001.09.430.2611.047 IT Repair and Maintenance	\$8.99
Leather Portfolio, Calfinder Portfolio Organizer for Men & Women, Leather Portfolio Folder with Handle for ipad/MacBook (Up to 13.3"), with Notepad, Phone Pocket and Card Slot, Black		2	2209091	863748786775 5/18/2022	001.09.430.2611.047 IT Repair and Maintenance	\$137.98
Amazon Basics Legal/Wide Ruled 8.5 x 11.75-Inch Lined Writing Note Pads - 12-Pack (50-sheet Pads), White		1	2209091	863748786775 5/18/2022	001.09.430.2611.047 IT Repair and Maintenance	\$10.66
Travel Backpack, Extra Large 50L Laptop Backpacks for Men Women, Water Resistant College School Bookbag Airline Approved Business Work Bag with USB Charging Port Fits 17 Inch Computer, Black		1	2209091	863748786775 5/18/2022	001.09.430.2611.047 IT Repair and Maintenance	\$37.99
Sheet Protectors, PANDRI 500 Pack Clear Heavy Duty Plastic Page Protectors Sheet Reinforced 11-Hole Fit for 3 Ring Binder Fits Standard 8.5 x 11 Paper, 9.25 x 11.25 Top Loaded, Acid Free		1	2209091	863748786775 5/18/2022	001.09.430.2611.047 IT Repair and Maintenance	\$26.98
DMSTECH 2 Rolls (2mm/3mm x 25m) Double Sided Phone Repair Adhesive Tape, Heat Resistant High Adhesion Transparent Acrylic LCD Screen Sticker for Cell Touch Repair, Laptops, Camera, (2mm/3mm)		2	2209091	879489437946 5/12/2022	001.09.430.2611.047 IT Repair and Maintenance	\$9.98

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 2385						
PO/InvoiceTotal:						\$444.06
Check Group:						
Amazon Basics XLR Male to XLR Male Adapter		4	2209092	798443987993 5/21/2022	001.09.430.2611.047 IT Repair and Maintenance	\$28.00
Amazon Basics XLR Female to XLR Female Adapter		4	2209092	798443987993 5/21/2022	001.09.430.2611.047 IT Repair and Maintenance	\$17.84
Amazon Basics XLR Male to 1/4 Inch TRS Adapter		4	2209092	798443987993 5/21/2022	001.09.430.2611.047 IT Repair and Maintenance	\$20.56
Amazon Basics XLR Male to Female Microphone Cable - 6 Feet, 2-Pack, Black		5	2209092	798443987993 5/21/2022	001.09.430.2611.047 IT Repair and Maintenance	\$65.10
Check #: 2385						
PO/InvoiceTotal:						\$131.50
Check Group:						
: Snow Joe 24V-SS13-XR 24-Volt iON+ 13-Inch 5-Ah Cordless Snow Shovel, Kit (w/5-Ah Battery + Quick Charger)		1	2210197	599783949395 2/21/2022	001.10.430.2600.994 Grounds/Painting/Upkeep	\$198.00
: Snow Joe 24V-SS13-XR 24-Volt iON+ 13-Inch 5-Ah Cordless Snow Shovel, Kit (w/5-Ah Battery + Quick Charger)		-1	2210197	644695773673 4/26/2022	001.10.430.2600.994 Grounds/Painting/Upkeep	(\$198.00)
Check #: 2385						
PO/InvoiceTotal:						\$0.00
Check Group:						
SMS- Armstrong Ceiling Tile; 2x4 Ceiling Tiles		1	2210223	777839859879 2/24/2022	001.10.430.2600.134 General Maintenance-District	\$121.00
Check #: 2385						
PO/InvoiceTotal:						\$121.00
Check Group:						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
SMS- light for flags		2	2210275	447686465983 4/12/2022	001.10.430.2600.134 General Maintenance-District	\$199.53
SMS- light for flags		-2	2210275	766655968684 2/21/2022	001.10.430.2600.134 General Maintenance-District	(\$189.98)
Check #: 2385						
PO/InvoiceTotal:						\$9.55
Check Group:						
PORTER CABLE PXCMF220VW 20-Gallon Portable Air Compressor		1	2210284	443848747696 4/18/2022	001.10.730.2600.134 Building Services-Equipment	\$441.07
Check #: 2385						
PO/InvoiceTotal:						\$441.07
Check Group:						
SHS-Meister Premium Mat Tape for Wrestling, Grappling and Exercise Mats - Clear - 4" x 84ft - 18 Rolls (Case)		-1	2210296	766655968684. 2/21/2022	001.10.430.2600.134 General Maintenance-District	(\$132.82)
SHS-Meister Premium Mat Tape for Wrestling, Grappling and Exercise Mats - Clear - 4" x 84ft - 18 Rolls (Case)		2	2210296	946533455538 4/26/2022	001.10.430.2600.134 General Maintenance-District	\$275.90
Check #: 2385						
PO/InvoiceTotal:						\$143.08
Check Group:						
Electrical Repair & Maintenance		1	2210304	493958584655 5/20/2022	001.10.430.2600.096 Electrical Repair & Maintenance	\$80.00
Check #: 2385						
PO/InvoiceTotal:						\$80.00
Check Group:						
OliveNation Grape Flavoring Extract for Baking, Flavor Pies, Fillings, Sauces, Cakes, Beverages, PG Free, Non-GMO, Gluten Free, Kosher, Vegan - 4 ounces		1	2219053	686434769666 5/3/2022	191.05.611.1110.029 Pass Program Fees Supplies	\$16.37

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Ziploc Sandwich and Snack Bags for On the Go Freshness, Grip n Seal Technology for Easier Grip, Open, and Close, 90 Count		1	2219053	855484573867	191.05.611.1110.029	\$3.79
				5/3/2022	Pass Program Fees Supplies	
Hygloss Products 69109 Paper Plates (69109), 9", 100 Pcs		4	2219053	855484573867	191.05.611.1110.029	\$43.48
				5/3/2022	Pass Program Fees Supplies	
CONDA Canvas Panels 8 x 10 inch, 24 Pack, Primed, 100% Cotton, Artist Quality Acid Free Canvas Board for Acrylic, Pouring & Oil Painting		2	2219053	855484573867	191.05.611.1110.029	\$45.98
				5/3/2022	Pass Program Fees Supplies	
					Check #: 2385	
PO/InvoiceTotal:						\$109.62
Check Group:						
Perfect Stix - PAINT12-100 12" Wooden Paint Paddle Stirrer Sticks Length (Pack of 100)		2	2219056	947673645944	191.05.611.1110.029	\$32.98
				5/15/2022	Pass Program Fees Supplies	
					Check #: 2385	
PO/InvoiceTotal:						\$32.98
Vendor Total:						\$4,141.78
Anthem Blue Cross and Blue Shield						
Check Group:						
Anthem Vision Liability		1068.3	2208074	001341635G	001.00.212.9988.000	\$1,068.30
				5/17/2022	Anthem Vision Liability	
					Check #: 2386	
PO/InvoiceTotal:						\$1,068.30
Vendor Total:						\$1,068.30
Aqua Pump Co Inc						
Check Group:						
Water system operator WSS	68	483.25	2210013	WO-9780	001.10.430.2611.134	\$483.25
				5/7/2022	Maintenance Contracts	
					Check #: 2387	
PO/InvoiceTotal:						\$483.25

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$483.25
Aspire Living & Learning Inc						
Check Group:						
Tuition for services for SMS student		1	2204042	INV01350 3/31/2022	001.04.323.2130.136 SpEd Contracted Related Services	\$8,750.00
Check #: 2388						
PO/InvoiceTotal:						\$8,750.00
Vendor Total:						\$8,750.00
Aubuchon Hardware #34	1752					
Check Group:						
Building Services-Supplies		6.28	2210019	342385 3/28/2022	001.10.613.2600.134 Building Services-Supplies	\$6.28
Building Services-Supplies		30.38	2210019	342387 3/28/2022	001.10.613.2600.134 Building Services-Supplies	\$30.38
Building Services-Supplies		11.69	2210019	342398 3/28/2022	001.10.613.2600.134 Building Services-Supplies	\$11.69
Building Services-Supplies		4.64	2210019	342412 3/30/2022	001.10.613.2600.134 Building Services-Supplies	\$4.64
Building Services-Supplies		-7.19	2210019	342413 3/30/2022	001.10.613.2600.134 Building Services-Supplies	(\$7.19)
Building Services-Supplies		9.69	2210019	342425 3/31/2022	001.10.613.2600.134 Building Services-Supplies	\$9.69
Building Services-Supplies		11.66	2210019	342460 4/4/2022	001.10.613.2600.134 Building Services-Supplies	\$11.66
Building Services-Supplies		207.89	2210019	342535 4/12/2022	001.10.613.2600.134 Building Services-Supplies	\$207.89
Building Services-Supplies		17.19	2210019	342636 4/25/2022	001.10.613.2600.134 Building Services-Supplies	\$17.19
Check #: 2389						
PO/InvoiceTotal:						\$292.23

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$292.23
BG Mechanical Service Inc	3800					
Check Group:						
compressor inspections		1	2210306	22873 5/5/2022	001.10.430.2611.134 Maintenance Contracts	\$2,260.00
Check #: 2390						
PO/InvoiceTotal:						\$2,260.00
Vendor Total:						\$2,260.00
Big Y Foods Inc	120					
Check Group:						
Big Y Pay for Purchases		1	2201186	045408 5/16/2022	130.01.611.1110.617 Instructional Supplies	\$53.70
Check #: 2391						
PO/InvoiceTotal:						\$53.70
Check Group:						
Big Y		1	2201187	014083 4/21/2022	130.01.611.1110.617 Instructional Supplies	\$23.72
Big Y		1	2201187	039894 5/12/2022	130.01.611.1110.617 Instructional Supplies	\$41.11
Check #: 2391						
PO/InvoiceTotal:						\$64.83
Check Group:						
Big Y		1	2201188	037400 5/10/2022	180.01.611.1110.026 EHS Program Supplies	\$52.06
Check #: 2391						
PO/InvoiceTotal:						\$52.06
Check Group:						
Purchase water for 8th grade & staff year end events.		1	2202104	056174 5/25/2022	001.02.330.2200.147 SMS Principal's Office Purchased Svc	\$31.90
Check #: 2391						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						PO/InvoiceTotal: \$31.90
Consumables		50.89	2203034	041261 5/13/2022	001.03.611.1130.058 SHS Science Supplies	\$50.89
Check #: 2391						PO/InvoiceTotal: \$50.89
Check Group:						
Consumables		10.99	2203078	057062 5/25/2022	001.03.611.2400.147 SHS Principal's Office Supplies	\$10.99
Check #: 2391						PO/InvoiceTotal: \$10.99
						Vendor Total: \$264.37
BookSource						
Check Group:						
Grade 1 Set Title III Instructional Supplies Exp.		1	2215137	22993833 5/26/2022	219.08.611.1110.026 Title III Instructional Supplies Exp.	\$259.77
Grade K Set Title III Instructional Supplies Exp.		1	2215137	22993833 5/26/2022	219.08.611.1110.026 Title III Instructional Supplies Exp.	\$274.41
Check #: 2392						PO/InvoiceTotal: \$534.18
						Vendor Total: \$534.18
Boys & Girls Village, Inc.						
Check Group:						
Tuition SpEd Private Out of District		15	2204222	4888 5/16/2022	001.04.560.1260.211 Tuition SpEd Private Out of District	\$7,853.85
Check #: 2393						PO/InvoiceTotal: \$7,853.85
						Vendor Total: \$7,853.85

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
Mileage		112.44	2210027	mileage 4/18-5/20/22 5/20/2022	001.08.580.1110.026 Travel General Check #: 2394	\$112.44
						PO/InvoiceTotal: \$112.44
						Vendor Total: \$112.44
Canon Financial Services	2437					
Check Group:						
HS copier lease payment		1	2208007	28576334 5/13/2022	001.03.442.2500.088 SHS Copier Lease	\$2,945.45
MS copier lease payment		1	2208007	28576334 5/13/2022	001.02.442.2500.088 SMS Copier Lease	\$1,141.46
SES copier lease payment		1	2208007	28576334 5/13/2022	001.05.442.2500.088 SES Copier Lease	\$884.55
WS copier lease payment		1	2208007	28576334 5/13/2022	001.01.442.2500.088 WSS Copier Lease	\$632.05
SV copier Lease		1	2208007	28576334 5/13/2022	001.05.442.2500.088 SES Copier Lease	\$241.40
Business/Supt Office copier lease payment		1	2208007	28576334 5/13/2022	001.08.442.2500.088 Board Office Copier Lease	\$451.30
uniflow license		1	2208007	28576334 5/13/2022	001.09.442.2500.148 Centralized Printer Leasing	\$899.81
pupil services copier lease		1	2208007	28576334 5/13/2022	001.07.442.2500.088 Pupil Services Copier Check #: 2395	\$98.98
						PO/InvoiceTotal: \$7,295.00
						Vendor Total: \$7,295.00
CDW Government Inc	910					
Check Group:						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
HP Chromebook 11MK G9 Education Edition - 11.6" - Kompanio 500 MT8183 - 8 G		105	2209093	X709301 5/24/2022	115.08.730.2230.000 PEGPETIA Equipment Check #: 2396	\$24,885.00
PO/InvoiceTotal:						\$24,885.00
Vendor Total:						\$24,885.00
Community Child Guidance Clinic	2089					
Check Group:						
Tuition SpEd Private Out of District - Student #1		16	2204076	16611 4/30/2022	001.04.560.1260.211 Tuition SpEd Private Out of District	\$6,000.00
Clinical Services		285	2204076	16611 4/30/2022	001.04.323.1260.192 SpEd Outside Contracted Services	\$570.00
Tuition SpEd Private Out of District - Student #1		23	2204076	16612 3/31/2022	001.04.560.1260.211 Tuition SpEd Private Out of District	\$8,625.00
Clinical Services		438	2204076	16612 3/31/2022	001.04.323.1260.192 SpEd Outside Contracted Services Check #: 2397	\$876.00
PO/InvoiceTotal:						\$16,071.00
Vendor Total:						\$16,071.00
CREC	207					
Check Group:						
Farmington Valley Diagnostic Center - 2 additional days (snow days that will be made up) not previously billed		2	2204265	222057. 3/16/2022	001.04.560.1260.211 Tuition SpEd Private Out of District Check #: 2398	\$751.38
PO/InvoiceTotal:						\$751.38
Vendor Total:						\$751.38
CRF Inc Interior Systems						
Check Group:						
gym equipment and dividers		1	2210303	19855 4/29/2022	001.10.430.2611.134 Maintenance Contracts	\$5,700.00

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 2399						
PO/InvoiceTotal:						\$5,700.00
Vendor Total:						\$5,700.00
CT COLT	263					
Check Group:						
CT Colt Membership		1	2203151	02802 5/4/2022	001.03.611.1130.038 SHS World Language Supplies	\$30.00
Nomination for Student Awards for Excellence 2022		2	2203151	02803 5/4/2022	001.03.611.1130.038 SHS World Language Supplies	\$6.00
Check #: 2400						
PO/InvoiceTotal:						\$36.00
Check Group:						
CT COLT Student Awards for Excellence 2022		5	2203152	02808 5/5/2022	001.03.611.1130.038 SHS World Language Supplies	\$15.00
Check #: 2400						
PO/InvoiceTotal:						\$15.00
Vendor Total:						\$51.00
CT Pediatric Neuropsychology Associates	3776					
Check Group:						
Neuropsych. Eval		1	2204262	685 2/10/2022	001.04.323.2130.136 SpEd Contracted Related Services	\$2,475.00
Check #: 2401						
PO/InvoiceTotal:						\$2,475.00
Vendor Total:						\$2,475.00
Delta T Group						
Check Group:						
High School Para		750.66	2204233	136668 3/6/2022	001.04.323.2130.136 SpEd Contracted Related Services	\$750.66
High School Job Coach		804.4	2204233	136668 3/6/2022	001.04.323.2130.136 SpEd Contracted Related Services	\$804.40

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 2402						
PO/InvoiceTotal:						\$1,555.06
Vendor Total:						\$1,555.06
Dime Oil Company	3789					
Check Group:						
Gasoline - Unleaded Reg.		180.8	2208057	stafdr30 4/2022 4/30/2022	001.08.626.2600.223 Gasoline - Unleaded Reg.	\$180.80
Check #: 2403						
PO/InvoiceTotal:						\$180.80
Vendor Total:						\$180.80
Division for Early Childhood/ CEC						
Check Group:						
Registration for Damiana Dorbat to attend "Speech, Language and communication for the non-verbal child" virtual PD		1	2201192	409397 5/10/2022	121.01.330.1110.118 QE Employee Training and Development	\$50.00
Check #: 2404						
PO/InvoiceTotal:						\$50.00
Vendor Total:						\$50.00
Dzen Commercial Roofing	4246					
Check Group:						
SMS- roof leak		1	2210307	D005410-IN 4/28/2022	001.10.430.2600.134 General Maintenance-District	\$540.00
Check #: 2405						
PO/InvoiceTotal:						\$540.00
Vendor Total:						\$540.00
EMCOR Services New England Mechanical						
Check Group:						
WSS- repair on boiler replaced diaphragm		1	2210309	1110029202 3/31/2022	001.10.430.2611.185 Heating System Maintenance/Repair	\$2,338.96
Check #: 2406						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$2,338.96
						Vendor Total: \$2,338.96
EVERSOURCE	1442					
Check Group:						
High School electricity		63.89	2208031	51033156076 051922 5/19/2022	001.03.622.2600.096 SHS Electricity	\$63.89
West Stafford Electricity		147.04	2208031	51363286089 052322 5/23/2022	001.01.622.2600.096 WSS Electricity	\$147.04
Middle School electricity		2161.27	2208031	51612624056 051822 5/18/2022	001.02.622.2600.096 SMS Electricity	\$2,161.27
Check #: 2407						
						PO/InvoiceTotal: \$2,372.20
						Vendor Total: \$2,372.20
Gary Wilson	4153					
Check Group:						
Fire Protection coverage for the SMS Spring Drama performance on May 20 and May 21, 2022. Min. of four hours per. performance. Total of 8 hrs. @15.00 per hour		8	2202100	Spring Drama 5/20/2022	001.02.420.2600.000 SMS Fire/Police Facilities Usage	\$120.00
Check #: 2408						
						PO/InvoiceTotal: \$120.00
Check Group:						
Coverage at Mamma Mia on 4/21,4/22,4/23		3	2203153	4/21 - 4/23/22 4/23/2022	001.03.420.2600.000 SHS Fire/Police Facilities Usage	\$180.00
Check #: 2408						
						PO/InvoiceTotal: \$180.00
						Vendor Total: \$300.00
Graduate Pest Solutions	3407					
Check Group:						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Maintenance Contracts		380	2210033	8904C 5/17/2022	001.10.430.2611.134 Maintenance Contracts	\$380.00
				Check #: 2409		
					PO/InvoiceTotal:	\$380.00
					Vendor Total:	\$380.00
Grainger	533					
Check Group:						
General Maintenance-District		-34.94	2210056	9284602167C 4/20/2022	001.10.430.2600.134 General Maintenance-District	(\$34.94)
General Maintenance-District		92.96	2210056	9311685227 5/13/2022	001.10.430.2600.134 General Maintenance-District	\$92.96
				Check #: 2410		
					PO/InvoiceTotal:	\$58.02
					Vendor Total:	\$58.02
Hillyard Rovic Inc	1096					
Check Group:						
Building Services-Supplies		1836.79	2210034	604725381 5/2/2022	001.10.613.2600.134 Building Services-Supplies	\$1,836.79
Building Services-Supplies		1126.95	2210034	604725382 5/2/2022	001.10.613.2600.134 Building Services-Supplies	\$1,126.95
				Check #: 2411		
					PO/InvoiceTotal:	\$2,963.74
					Vendor Total:	\$2,963.74
Home Depot Credit Card Services	2529					
Check Group:						
General Repair parts		221.64	2210009	2060435 4/5/2022	001.10.430.2600.134 General Maintenance-District	\$221.64
General Repair parts		505.55	2210009	5021671 4/12/2022	001.10.430.2600.134 General Maintenance-District	\$505.55

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
General Repair parts		288.26	2210009	9021113 4/8/2022	001.10.430.2600.134 General Maintenance-District	\$288.26
Check #: 2412						
PO/InvoiceTotal:						\$1,015.45
Vendor Total:						\$1,015.45
Infoshred LLC	4162					
Check Group:						
shredding services-Superintendent Office		1	2208042	3438871 5/12/2022	001.08.611.2320.203 District Supplies Superintendents Office	\$27.56
shredding services Pupil services		1	2208042	3438871 5/12/2022	001.07.611.1110.026 Pupil Services Supplies	\$27.57
shredding services-Superintendent Office		-1	2208042	3439526C 5/23/2022	001.08.611.2320.203 District Supplies Superintendents Office	(\$27.56)
shredding services-Superintendent Office		1	2208042	3440005 5/25/2022	001.08.611.2320.203 District Supplies Superintendents Office	\$27.56
Check #: 2413						
PO/InvoiceTotal:						\$55.13
Vendor Total:						\$55.13
Janice Morton						
Check Group:						
Safety Day receipt reimbursement		1	2201189	Safety Day 5/12/2022	120.01.325.1110.101 SR Parent Activities	\$10.58
Check #: 2414						
PO/InvoiceTotal:						\$10.58
Vendor Total:						\$10.58
Kainen, Escalera and McHale PC						
Check Group:						
District Legal Fees		212	2208053	902960 4/30/2022	001.08.340.2310.128 District Legal Fees	\$212.00
Check #: 2415						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$212.00
						Vendor Total: \$212.00
Katherine Kozikowski						
Check Group:						
2021/2022 Mileage Reimbursement - Kate Kozikowski		7.02	2204081	mileage 4/1-4/29/22 4/29/2022	001.08.580.1110.026 Travel General Check #: 2416	\$7.02
						PO/InvoiceTotal: \$7.02
						Vendor Total: \$7.02
Language Testing International, Inc						
Check Group:						
Spanish AAPPL IL Biliteracy Tests 8 Students @ SHS, May 2 and May 3, 2022. R. Onofrio, Teacher. District Supplies Testing		8	2215143	L56613-IN 5/7/2022	001.08.611.1110.229 District Supplies Testing Check #: 2417	\$40.00
						PO/InvoiceTotal: \$40.00
Check Group:						
Biliteracy Testing, Spanish AAPPL ILSDistrict Supplies Testing		8	2215144	L57851-IN 5/20/2022	001.08.611.1110.229 District Supplies Testing Check #: 2417	\$80.00
						PO/InvoiceTotal: \$80.00
						Vendor Total: \$120.00
Leonard's Auto Parts						
762						
Check Group:						
Building Services-Supplies		8.52	2210083	8830-206447 5/3/2022	001.10.613.2600.134 Building Services-Supplies Check #: 2418	\$8.52
						PO/InvoiceTotal: \$8.52

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$8.52
Lori Dobson						
Check Group:						
150 CT BJBOWL		1	2208146	reimb 5/25/2022	001.08.611.2320.203 District Supplies Superintendents Office	\$10.99
SD DESIGNER BOWLS		1	2208146	reimb 5/25/2022	001.08.611.2320.203 District Supplies Superintendents Office	\$2.99
20 OZ BOWL		1	2208146	reimb 5/25/2022	001.08.611.2320.203 District Supplies Superintendents Office	\$12.59
Check #: 2419						
PO/InvoiceTotal:						\$26.57
Vendor Total:						\$26.57
Lynn Dreibholz						
Check Group:						
Reimbursement - Dollar General		1	2219061	reimb 6/2/2022	191.05.611.1110.029 Pass Program Fees Supplies	\$5.00
Check #: 2420						
PO/InvoiceTotal:						\$5.00
Vendor Total:						\$5.00
M & J Bus Inc	3891					
Check Group:						
High School Late Run		12	2204268	56588. 4/30/2022	001.04.510.2700.164 SpEd Bus In District	\$702.96
High School am work run		1	2204268	56588. 4/30/2022	001.04.510.2700.164 SpEd Bus In District	\$64.40
High School am work run		14	2204268	56588. 4/30/2022	001.04.510.2700.164 SpEd Bus In District	\$1,352.40
High School pm work run		1	2204268	56588. 4/30/2022	001.04.510.2700.164 SpEd Bus In District	\$32.20

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
High School pm work run		14	2204268	56588. 4/30/2022	001.04.510.2700.164 SpEd Bus In District	\$1,352.40
High School am run		1	2204268	56588. 4/30/2022	001.04.510.2700.164 SpEd Bus In District	\$32.20
High School pm work run		1	2204268	56588. 4/30/2022	001.04.510.2700.164 SpEd Bus In District	\$64.40
Check #: 2421						
PO/InvoiceTotal:						\$3,600.96
Check Group:						
Regular ed 23 buses		1	2208058	56632 6/1/2022	001.08.510.2700.150 Reg Ed In District Bus	\$1,288.00
Check #: 2421						
PO/InvoiceTotal:						\$1,288.00
Check Group:						
SpEd Bus Monitors		9003.25	2208077	56587 4/30/2022	001.04.510.2700.163 SpEd Bus Monitors	\$9,003.25
Reg Ed In District Monitors		1655.33	2208077	56587 4/30/2022	001.08.510.2700.165 Reg Ed In District Monitors	\$1,655.33
Check #: 2421						
PO/InvoiceTotal:						\$10,658.58
Check Group:						
Mid day prek 2 buses		48	2208078	56588A 4/30/2022	001.08.510.2700.150 Reg Ed In District Bus	\$5,409.60
modified bell times January -June		5760	2208078	56588A 4/30/2022	001.08.510.2700.150 Reg Ed In District Bus	\$5,760.00
Check #: 2421						
PO/InvoiceTotal:						\$11,169.60
Check Group:						
late bus runs when tech schools have early dismissal		257.6	2208093	56588 4/30/2022	001.08.510.2700.150 Reg Ed In District Bus	\$257.60

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Vendor Remit Name
Description

Vendor #

QTY

PO No.

Invoice
Invoice Date

Account

Amount

Check #: 2421

PO/InvoiceTotal: \$257.60

Check Group:

SHS Athletic Transportation	2205.7	2216015	56462	001.03.581.2700.178	\$2,205.70
			4/30/2022	SHS Athletic Transportation	
SHS Athletic Transportation	708.4	2216015	56463	001.03.581.2700.178	\$708.40
			4/30/2022	SHS Athletic Transportation	
SHS Athletic Transportation	322	2216015	56464	001.03.581.2700.178	\$322.00
			4/30/2022	SHS Athletic Transportation	
SHS Athletic Transportation	2624.3	2216015	56465	001.03.581.2700.178	\$2,624.30
			4/30/2022	SHS Athletic Transportation	
SHS Athletic Transportation	1143.1	2216015	56466	001.03.581.2700.178	\$1,143.10
			4/30/2022	SHS Athletic Transportation	

Check #: 2421

PO/InvoiceTotal: \$7,003.50

Vendor Total: \$33,978.24

Marcus Communications LLC

Check Group:

SHS-replace scallop camera	1	2210308	0000074903	001.10.730.2600.134	\$3,279.37
			2/22/2022	Building Services-Equipment	
SES- replace faulty intercom outdoor unit	1	2210308	0000075938	001.10.730.2600.134	\$1,262.32
			4/15/2022	Building Services-Equipment	

Check #: 2422

PO/InvoiceTotal: \$4,541.69

Vendor Total: \$4,541.69

Master Teacher Inc

806

Check Group:

Personalization Fee	5	2208139	116790501	001.08.611.2320.203	\$40.00
			5/10/2022	District Supplies Superintendents Office	

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Signature Golden School Bell		3	2208139	116790501 5/10/2022	001.08.611.2320.203 District Supplies Superintendents Office	\$137.85
Bulova Hardwick Clock		1	2208139	116790501 5/10/2022	001.08.611.2320.203 District Supplies Superintendents Office	\$89.95
Bulova Chadbourne Chiming Clock		1	2208139	116790501 5/10/2022	001.08.611.2320.203 District Supplies Superintendents Office	\$196.95
Shipping		1	2208139	116790501 5/10/2022	001.08.611.2320.203 District Supplies Superintendents Office	\$28.00
Check #: 2423						
PO/InvoiceTotal:						\$492.75
Vendor Total:						\$492.75
Michele Ouellette	3875					
Check Group:						
One Hour Yoga Class taught at Stafford Public Schools as Wellness Portion of March 31, Professional Day. Middle River Yoga. Time 1:30 - 2:30 pm at SHS. \$75. Per class. Class Instructor, Susan Barlow. Anthem Wellness Purch Services		1	2215141	021522 2/15/2022	355.08.330.2900.045 Anthem Wellness Purch Services	\$75.00
Check #: 2424						
PO/InvoiceTotal:						\$75.00
Vendor Total:						\$75.00
Parents As Teachers	78					
Check Group:						
Parents as Teachers Course - M. Voisine		1	2201190	798736 4/27/2022	180.01.330.1110.033 EHS Professional Resources/Development	\$650.00
Check #: 2425						
PO/InvoiceTotal:						\$650.00
Vendor Total:						\$650.00
Pitney Bowes Global Financial Services L	1918					
Check Group:						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Business Office postage machine rental		1	2208061	331535253 5/27/2022	001.08.442.2500.088 Board Office Copier Lease	\$446.04
Check #: 2426						
PO/InvoiceTotal:						\$446.04
Vendor Total:						\$446.04
Pro-Ed, Inc	1034					
Check Group:						
CMAT-2 Examiner Record Booklet Form A (25)		1	2204256	2938908 5/6/2022	210.04.611.1260.026 Instructional Supplies	\$75.00
CMAT Student Response Booklet I		1	2204256	2938908 5/6/2022	210.04.611.1260.026 Instructional Supplies	\$65.00
CMAT-2 Student Response Booklet 2 Form A (25)		1	2204256	2938908 5/6/2022	210.04.611.1260.026 Instructional Supplies	\$61.00
CMAT-2 Examiner Record Booklet Form B (25)		1	2204256	2938908 5/6/2022	210.04.611.1260.026 Instructional Supplies	\$75.00
CMAT-2 Student Response Booklet 1 Form B (25)		1	2204256	2938908 5/6/2022	210.04.611.1260.026 Instructional Supplies	\$61.00
CMAT-2 Student Response Booklet 2 Form B (25)		1	2204256	2938908 5/6/2022	210.04.611.1260.026 Instructional Supplies	\$61.00
Shipping		1	2204256	2938908 5/6/2022	210.04.611.1260.026 Instructional Supplies	\$39.80
Check #: 2427						
PO/InvoiceTotal:						\$437.80
Vendor Total:						\$437.80
Prospect MMH Clinical Day School						
Check Group:						
1:1 Para Fee		15	2204149	SL2022-April 5/7/2022	001.04.560.1260.211 Tuition SpEd Private Out of District	\$2,550.00
Tuition		15	2204149	SL2022-April 5/7/2022	001.04.560.1260.211 Tuition SpEd Private Out of District	\$5,775.00

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
OT Services		2	2204149	SL2022-April 5/7/2022	001.04.323.1260.192 SpEd Outside Contracted Services	\$140.00
					Check #: 2428	
					PO/InvoiceTotal:	\$8,465.00
					Vendor Total:	\$8,465.00
Renee A Coro	4275					
Check Group:						
Music Program 6/21/22		1	2201191	1310 5/17/2022	293.01.590.1110.617 FRC ESSER II Other Purchased Svc	\$150.00
					Check #: 2429	
					PO/InvoiceTotal:	\$150.00
					Vendor Total:	\$150.00
Richard Ryan						
Check Group:						
Workout-taichi Workshop for Wellness portion of March 31, Professional Day. Workshop to support reduction of staff anxiety & Stress using mindful movement and breathing techniques. taken from Tai Chi and Qi Gong Ritch Ryan is Workout-taichi. Anthem Wellness Purch Services		1	2215145	031622 3/16/2022	355.08.330.2900.045 Anthem Wellness Purch Services	\$25.00
					Check #: 2430	
					PO/InvoiceTotal:	\$25.00
					Vendor Total:	\$25.00
Rolling Hills Trading Inc						
Check Group:						
replacement poles for tent at WSS		1	2210302	STO4272022-1 4/27/2022	001.10.430.2600.994 Grounds/Painting/Upkeep	\$345.73
					Check #: 2431	
					PO/InvoiceTotal:	\$345.73
					Vendor Total:	\$345.73
Rushford Center Inc	4269					

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
Rushford Ctr. tutoring tuition		6	2204266	7000016920 050522 5/5/2022	001.07.560.1130.216 Out of District Tuition	\$570.00
Rushford Ctr. Present RA Residential		32	2204266	7000016920 050522 5/5/2022	001.07.560.1130.216 Out of District Tuition	\$18,371.84
Check #: 2432						
PO/InvoiceTotal:						\$18,941.84
Vendor Total:						\$18,941.84
Saddleback Educational, Inc						
Check Group:						
Working Dogs		3	2204152	691112 5/12/2022	298.04.611.1260.192 ARP IDEA 611 Instructional Supplies	\$40.15
Check #: 2433						
PO/InvoiceTotal:						\$40.15
Vendor Total:						\$40.15
Sage Publications						
Check Group:						
Building to Impact First Edition The 5D Implementation Playbook for Educators		5	2208144	696132KI 5/13/2022	001.08.611.2320.203 District Supplies Superintendents Office	\$184.70
Check #: 2434						
PO/InvoiceTotal:						\$184.70
Vendor Total:						\$184.70
Sara Sarwar						
Check Group:						
District Supplies Superintendents Office		1	2208148	reimb 5/11/2022	001.08.611.2320.203 District Supplies Superintendents Office	\$50.00
Check #: 2435						
PO/InvoiceTotal:						\$50.00

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
Gift Card for Retiree		1	2208150	GC for retiree 5/30/2022	001.08.611.2320.203 District Supplies Superintendents Office Check #: 2435	\$50.00
PO/InvoiceTotal:						\$50.00
Vendor Total:						\$100.00
School Specialty LLC	921					
Check Group:						
Hammond & Stephens Academic Daily Planner July 2022-Aug 2023, 5-1/2 x 8-1/2 Inches item # 2089172		3	2202092	208129934994 5/10/2022	001.02.611.1120.026 SMS General Supplies Check #: 2436	\$51.81
PO/InvoiceTotal:						\$51.81
Vendor Total:						\$51.81
Service Station Equipment, Inc	4044					
Check Group:						
SHS UST monthly inspection		200	2210020	36041 5/18/2022	001.10.430.2611.134 Maintenance Contracts Check #: 2437	\$200.00
PO/InvoiceTotal:						\$200.00
Vendor Total:						\$200.00
Stafford School Food Services	1808					
Check Group:						
Parfaits (Admin Meeting)		15	2208145	1029 4/29/2022	001.08.611.2320.203 District Supplies Superintendents Office	\$45.00
Waters (Admin Meeting)		7	2208145	1029 4/29/2022	001.08.611.2320.203 District Supplies Superintendents Office Check #: 2438	\$7.00
PO/InvoiceTotal:						\$52.00
Check Group:						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Snacks & Water - April 2022		816	2219057	1030 4/30/2022	191.05.611.1110.025 PASS Program Fees Healthy Snacks	\$1,224.00
					Check #: 2438	
					PO/InvoiceTotal:	\$1,224.00
					Vendor Total:	\$1,276.00
Steven Autieri						
Check Group:						
Veggie and Fruit Trays purchased for the Wellness Portion of March 31, Professional Day. Receipt from Big Y attached. Anthem Wellness Purch Services		1	2215142	3/31/22 PD 3/31/2022	355.08.330.2900.045 Anthem Wellness Purch Services	\$29.57
					Check #: 2439	
					PO/InvoiceTotal:	\$29.57
					Vendor Total:	\$29.57
Steven Moccio						
Check Group:						
Maraschino Cherries for Sundae Events		1	2208147	sundae event 5/24/2022	001.08.611.2320.203 District Supplies Superintendents Office	\$39.99
					Check #: 2440	
					PO/InvoiceTotal:	\$39.99
					Vendor Total:	\$39.99
Treasurer, State of Connecticut						
Check Group:						
IT Interbuilding Internet Service		1	2208087	CEN427224 5/18/2022	001.09.530.2611.047 IT Interbuilding Internet Service	\$1,404.00
					Check #: 2441	
					PO/InvoiceTotal:	\$1,404.00
					Vendor Total:	\$1,404.00
Unifirst Corporation						
	4231					
Check Group:						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
uniforms, brooms and mops		85.84	2210015	1030151314 5/6/2022	001.10.430.2611.134 Maintenance Contracts	\$85.84
uniforms, brooms and mops		132.65	2210015	1030151315 5/6/2022	001.10.430.2611.134 Maintenance Contracts	\$132.65
uniforms, brooms and mops		99.48	2210015	1030151316 5/6/2022	001.10.430.2611.134 Maintenance Contracts	\$99.48
uniforms, brooms and mops		48.33	2210015	1030151320 5/6/2022	001.10.430.2611.134 Maintenance Contracts	\$48.33
uniforms, brooms and mops		85.84	2210015	1030153698 5/13/2022	001.10.430.2611.134 Maintenance Contracts	\$85.84
uniforms, brooms and mops		166.56	2210015	1030153702 5/13/2022	001.10.430.2611.134 Maintenance Contracts	\$166.56
uniforms, brooms and mops		83.03	2210015	1030153705 5/13/2022	001.10.430.2611.134 Maintenance Contracts	\$83.03
uniforms, brooms and mops		48.33	2210015	1030153708 5/13/2022	001.10.430.2611.134 Maintenance Contracts	\$48.33
uniforms, brooms and mops		85.84	2210015	1030156365 5/20/2022	001.10.430.2611.134 Maintenance Contracts	\$85.84
uniforms, brooms and mops		67.86	2210015	1030156366 5/20/2022	001.10.430.2611.134 Maintenance Contracts	\$67.86
uniforms, brooms and mops		83.03	2210015	1030156367 5/20/2022	001.10.430.2611.134 Maintenance Contracts	\$83.03
uniforms, brooms and mops		48.33	2210015	1030156371 5/20/2022	001.10.430.2611.134 Maintenance Contracts	\$48.33
uniforms, brooms and mops		-197.19	2210015	5030002388 5/20/2022	001.10.430.2611.134 Maintenance Contracts	(\$197.19)

Check #: 2442

PO/InvoiceTotal: \$837.93

Vendor Total: \$837.93

Verizon Wireless

2862

Check Group:

Stafford CT Public Schools

Voucher Detail Listing

Voucher Batch Number: 1250

06/02/2022

Fiscal Year: 2021-2022

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
monthly cell phone charges		997.44	2208035	9906270555 5/10/2022	001.08.530.2600.204 District Wireless Telephone	\$997.44
EHS monthly cell phone cost Feb-June		1	2208035	9906270555 5/10/2022	180.01.530.1110.204 EHS Communications - Wireless	\$100.10
FRC monthly cell phone cost		1	2208035	9906270555 5/10/2022	130.01.611.1110.617 Instructional Supplies	\$50.05

Check #: 2443

PO/InvoiceTotal:	\$1,147.59
Vendor Total:	\$1,147.59
Grand Total:	\$266,725.13

End of Report

Stafford CT Public Schools

Voucher Detail Listing

Voucher Batch Number: 1292

06/10/2022

Fiscal Year: 2020-2021


Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Dime Oil Company	3789					
Check Group:						
Vo-Tech Fuel		14685.95	2108027	92261 6/7/2021	001.03.510.2700.162 Vo-Tech Fuel	\$14,685.95
WSS #2 Heating Oil		6826.05	2108027	92980 8/4/2021	001.01.620.2600.108 WSS #2 Heating Oil	\$6,826.05
SES Heating Oil		5734.27	2108027	92982 8/4/2021	001.05.620.2600.108 SES Heating Oil	\$5,734.27
SHS #2 Heating Oil		4166.8	2108027	92983 8/4/2021	001.03.620.2600.108 SHS #2 Heating Oil	\$4,166.80

Check #: 2485

PO/InvoiceTotal:	\$31,413.07
Vendor Total:	\$31,413.07
Grand Total:	\$31,413.07

End of Report

MEMO**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

TO: Board of Education
FROM: Steven A. Moccio, Superintendent of Schools 
SUBJECT: Obsolete Equipment – Stafford Middle School School

Attached, please find a memorandum from Mr. Jonathan Campbell, Assistant Principal of Stafford Middle School, which details a list of library materials the school is requesting be declared as obsolete. Ms. Kate Levesque, Library Media Specialist, has completed an extensive weeding of materials in accordance with Section VII of BOE Policy #6163.1 – Material Selection Policy for School Libraries. The weeded materials were first offered to staff for classroom collections before being listed as obsolete.

Per Board of Education policy 3260-*Sales and Disposal of Books, Equipment, and Supplies*, such obsolete equipment must be returned to the Town of Stafford prior to disposal. Should the Board of Education approve labeling the materials obsolete, the district will first offer them to the town. Should the town decline the materials, the district will assume responsibility for proper disposal.

RECOMMEND the Board of Education approve the return of the obsolete materials, as detailed on the attached memorandums, to the Town of Stafford, in accordance with the provisions of Board policy 3260-*Sales and Disposal of Books, Equipment, and Supplies*.

June 6, 2022

To: Mr. Moccio, Superintendent

From: Jonathan Campbell, Assistant Principal
Kate Levesque, Library Media Specialist
Stafford Middle School

The Stafford Middle School Library has continued to evaluate the existing collection in order to provide the most current, up-to-date material for students. Weeding the collection is a key factor in increasing student engagement with the collection and providing information that is not out-dated or erroneous. It was realized in 2021 that the current average age of the SMS collection is 2002 - almost 20 years out of date. The LMS will continue to weed the collection extensively in an effort to provide the best materials for our students and staff. When weeding books the CREW method of maintaining the collection is used. This includes looking at the copyright date, condition of the book, the number of times it has circulated in the last seven years, and the relevance to the students' interests today. The selected books have never circulated in the past seven years and are out-dated titles, or are heavily damaged. You will notice there are books dating back to 1945. These books have been offered to classroom libraries.

Title	Author	Published
Best stories of O. Henry.	Henry, O.	1945
Twenty thousand leagues under the sea	Verne, Jules, 1828-1905.	1946
The old man and the sea.	Hemingway, Ernest, 1899-1961.	1952
Rifles for Watie.	Keith, Harold, 1903-	1957
Onion John	Krumgold, Joseph, 1908-	1959
Mutiny on the Bounty	Nordhoff, Charles, 1887-1947.	1960

Where the red fern grows : the story of two dogs and a boy.	Rawls, Wilson.	1961
No time for glory : stories of World War II	Fenner, Phyllis R. (Phyllis Reid), 1899-	1962
The prince and the pauper : a tale for young people of all ages	Twain, Mark, 1835-1910.	1964
Phantom tollbooth	Juster, Norton, 1929-	1964
The purloined letter ; The murders in the Rue Morgue	Poe, Edgar Allan, 1809-1849.	1966
The fall of the House of Usher, and four other tales	Poe, Edgar Allan, 1809-1849.	1967
The cay.	Taylor, Theodore, 1921-	1969
The summer of the swans	Byars, Betsy.	1970
The cricket in Times Square	Selden, George, 1929-	1970
Julie of the wolves	George, Jean Craighead, 1919-	1972
Julie of the wolves	George, Jean Craighead, 1919-	1972
Supernatural tales of terror and suspense	Hitchcock, Alfred.	1973
The slave dancer	Fox, Paula.	1973
The slave dancer	Fox, Paula.	1973
Treasure Island	Gray, Jenny.	1973

Up a road slowly	Hunt, Irene.	1974
Run to starlight : sports through science fiction	edited and with introductions by Martin Harry Greenberg, Joseph D. Olander, Patricia Warrick.	1975
The grey king	Cooper, Susan.	1975
The grey king	Cooper, Susan.	1975
Tuck Everlasting.	Babbitt, Natalie.	1975
Witch's sister	Naylor, Phyllis Reynolds.	1975
Hang for treason	Peck, Robert Newton.	1976
Roll of Thunder Hear My Cry.	Taylor, Mildred.	1976
Roll of Thunder Hear My Cry.	Taylor, Mildred.	1976
The bloody country	Collier, James Lincoln, 1928-	1976
The winter of the birds	Cresswell, Helen.	1976
A stranger came ashore : a story of suspense	Hunter, Mollie, 1922-	1977
Witch's brew	Hitchcock, Alfred.	1977
Bilgewater	Gardam, Jane.	1977

Christmas carol	Dickens, Charles, 1812-1870.	1977
The foxman	Paulsen, Gary.	1977
The pigman	Zindel, Paul.	1978
The Westing game	Raskin, Ellen.	1978
Dragonsong	McCaffrey, Anne.	1978
The first two lives of Lukas-Kasha	Alexander, Lloyd.	1978
The winter hero	Collier, James Lincoln, 1928-	1978
The time machine	Wells, H. G. (Herbert George), 1866-1946.	1979
Dragonsinger	McCaffrey, Anne.	1979
Luke and Angela	Nöstlinger, Christine.	1979
Under the influence	Butterworth, W. E. (William Edmund), 1929-	1979
The strange case of Dr. Jekyll & Mr. Hyde	Stevenson, Robert Louis, 1850-1894.	1980
Autumn street	Lowry, Lois.	1980
The Indian in the cupboard	Reid Banks, Lynne, 1929-	1980
The snow goose	Gallico, Paul, 1897-	1980

The landing of the Pilgrims	Daugherty, James Henry, 1889-1974.	1981
A Christmas carol : The cricket on the hearth	Dickens, Charles, 1812-1870.	1981
Journey behind the wind	Wrightson, Patricia.	1981
Manwolf	Skurzynski, Gloria.	1981
Soup on wheels	Peck, Robert Newton.	1981
Treasure Island	Stevenson, Robert Louis, 1850-1894.	1981
The case of the Somerville secret	Newman, Robert, 1909-	1981
Elmer and the dragon	Gannett, Ruth Stiles.	1981
The island keeper	Mazer, Harry.	1981
Pharaohs of Ancient Egypt, The	Payne, Elizabeth Ann.	1981
A place called ugly : a novel	Avi, 1937-	1981
Village of the vampire cat	Namioka, Lensey.	1981
The chosen	Potok, Chaim.	1982
Dicey's song.	Voight, Cynthia.	1982
The specter.	Nixon, Jean Lowery.	1982

Witches' children : a story of Salem	Clapp, Patricia.	1982
The sign of the beaver	Speare, Elizabeth George.	1983
Rumble fish	Hinton, S. E.	1983
Sixteen : short stories by outstanding writers for young adults	edited by Donald R. Gallo.	1984
The westing game : a puzzle mystery	Raskin, Ellen.	1984
The fighting ground	Avi, 1937-	1984
The outside shot.	Myers, Walter Dean.	1984
A wizard of Eartahsea	LeGuin, Ursula K.	1984
The sky observer's guide : a handbook for amateur astronomers	Mayall, R. Newton.	1985
A hidden magic	Vande Velde, Vivian.	1985
Angel face	Klein, Norma, 1938-	1985
Sarah, plain and tall	MacLachlan, Patricia.	1985
Beyond the chocolate war : a novel	Cormier, Robert.	1986
Remembering the good times	Peck, Richard, 1934-	1986

The grey king	Cooper, Susan.	1986
Mrs. Frisby and the rats of Nimh	O'Brien, Robert C.	1986
No promises in the wind	Hunt, Irene.	1986
Redwall	Jacques, Brian.	1986
The return of the Indian	Banks, Lynne Reid, 1929-	1986
Sentries	Paulsen, Gary.	1986
Mostly Michael	Smith, Robert Kimmel, 1930-	1987
After the rain	Mazer, Norma Fox, 1931-	1987
Island of the Blue Dolphins.	O'Dell, Scott.	1987
The whipping boy	Fleischman, Sid, 1920-	1987
All quiet on the western front	Remarque, Erich Maria, 1898-1970.	1987
Taming the star runner	Hinton, S. E.	1988
The last silk dress	Rinaldi, Ann.	1988
The crazy horse electric game	Crutcher, Chris.	1988
Fast Sam, Cool Clyde, and Stuff	Myers, Walter Dean, 1937-	1988

Scorpions	Myers, Walter Dean, 1937-	1988
Won't know till I get there	Myers, Walter Dean, 1937-	1988
Bearstone	Hobbs, Will.	1989
Fell back	Kerr, M. E.	1989
The forty-third war	Moeri, Louise.	1989
My Daniel	Conrad, Pam.	1989
Of nightingales that weep	Paterson, Katherine.	1989
The winter room	Paulsen, Gary.	1989
The winter room	Paulsen, Gary.	1989
The young landlords	Myers, Walter Dean, 1937-	1989
The last wolf of Ireland	Malterre, Elona.	1990
A Gathering of flowers : stories about being young in America	edited by Joyce Carol Thomas.	1990
The cat who went to heaven	Coatsworth, Elizabeth Jane, 1893-	1990
Don't rent my room!	Angell, Judie.	1990
Mattimeo	Jacques, Brian.	1990

The Mouse rap	Myers, Walter Dean, 1937-	1990
Our sixth-grade sugar babies	Bunting, Eve.	1990
After the first death	Cormier, Robert.	1991
Seven strange & ghostly tales	Jacques, Brian.	1991
A ghost in the house	Wright, Betty Ren.	1991
There's a girl in my hammerlock	Spinelli, Jerry.	1991
Under alien stars	Service, Pamela F.	1991
Gruel and unusual punishment	Arter, Jim.	1991
Journey of the sparrows	Buss, Fran Leeper, 1942-	1991
The monument	Paulsen, Gary.	1991
We all fall down : a novel	Cormier, Robert.	1991
Nothing but the truth : a documentary novel	Avi, 1937-	1991
A break with Charity.	Rinaldi, Ann.	1992
You must kiss a whale	Skinner, David, 1963-	1992
Missing May	Rylant, Cynthia.	1992

Downriver	Hobbs, Will.	1992
The haymeadow	Paulsen, Gary.	1992
The secret of Sanctuary Island	Monson, A. M.	1992
Somewhere in the darkness	Myers, Walter Dean, 1937-	1992
Squashed	Bauer, Joan, 1951-	1992
Who was that masked man, anyway?	Avi, 1937-	1992
Wolf rider : a tale of terror	Avi., 1937-	1993
The giver	Lowry, Lois.	1993
America street : a multicultural anthology of stories	edited by Anne Mazer.	1993
Join in : multiethnic short stories by outstanding writers for young adults	edited by Donald R. Gallo.	1993
Make lemonade	Wolff, Virginia Euwer.	1993
Freak the Mighty.	Philbrick, Rodman.	1993
Night of the living dummy	Stine, R. L.	1993
The twin in the tavern	Wallace, Barbara Brooks, 1922-	1993
Blue heron	Avi, 1937-	1993

Bull Run	Fleischman, Paul.	1993
Daniel's story	Matas, Carol, 1949-	1993
Harris and me : a summer remembered	Paulsen, Gary.	1993
The missing 'gator of Gumbo Limbo : an ecological mystery	George, Jean Craighead, 1919-	1993
The missing 'gator of Gumbo Limbo : an ecological mystery	George, Jean Craighead, 1919-	1993
The mystery of the cupboard	Banks, Lynne Reid, 1929-	1993
Tomorrow, when the war began	Marsden, John.	1993
City of light, city of dark : a comic book novel	Avi, 1937-	1993
The weekend was murder!	Nixon, Joan Lowery.	1994
Tales of mystery and terror	Poe, Edgar Allan, 1809-1849.	1994
Loch : a novel	Zindel, Paul.	1994
Monster blood II	Stine, R. L.	1994
One day at Horrorland	Stine, R. L.	1994
So far from the bamboo grove	Watkins, Yoko Kawashima.	1994
A stitch in time	Rinaldi, Ann.	1994
A stitch in time	Rinaldi, Ann.	1994
The tin princess	Pullman, Philip, 1946-	1994

The Ancient One	Barron, T. A.	1994
The Ancient One	Barron, T. A.	1994
Beyond the burning time	Lasky, Kathryn.	1994
California Blue	Klass, David.	1994
The Glory Field	Myers, Walter Dean, 1937-	1994
Haunted waters	Osborne, Mary Pope.	1994
Julie	George, Jean Craighead, 1919-	1994
Martin the Warrior	Jacques, Brian.	1994
Memoirs of a bookbat	Lasky, Kathryn.	1994
Mr. Tucket	Paulsen, Gary.	1994
Nightfather	Friedman, Carl.	1994
Shadowmaker	Nixon, Joan Lowery.	1994
Terminal	Cook, Robin, 1940-	1994
The girl-son	Neuberger, Anne E., 1953-	1995

Sabriel	Nix, Garth.	1995
The invisible thread : [an autobiography]	Uchida, Yoshiko.	1995
Ironman : a novel	Crutcher, Chris.	1995
A real Christmas this year	Williams, Karen Lynn.	1995
Broken days	Rinaldi, Ann.	1995
A night in terror tower	Stine, R. L.	1995
Beardance	Hobbs, Will.	1995
Between a rock and a hard place.	Carter, Alden R.	1995
Blabber mouth	Gleitzman, Morris.	1995
Cabin 102	Garland, Sherry.	1995
Flashfire.	Cooney, Caroline B.	1995
Jayhawker	Beatty, Patricia, 1922-	1995
Phoenix rising	Hesse, Karen.	1995

Shadow of the red moon	Myers, Walter Dean, 1937-	1995
Poppy	Avi, 1937-	1995
Star hatchling	Bechard, Margaret.	1995
A journey to the New World : the diary of Remember Patience Whipple	Lasky, Kathryn.	1996
Poppy	Rushton, Rosie.	1996
Twisted summer	Roberts, Willo Davis.	1996
Tales of mystery and imagination	Poe, Edgar Allan, 1809-1849.	1996
Flashfire.	Cooney, Caroline B.	1996
A girl named Disaster	Farmer, Nancy.	1996
I am an artichoke	Frank, Lucy.	1996
An island like you : stories of the barrio	Ortiz Cofer, Judith, 1952-	1996
Keeping secrets	Nixon, Joan Lowery.	1996
The Merlin effect	Barron, T.A.	1996
Swimming with the whales	Ellis, Ella Thorp.	1996
Swimming with the whales	Ellis, Ella Thorp.	1996

The view from Saturday	Konigsburg, E. L.	1996
Running out of time	Haddix, Margaret Peterson.	1997
Like sisters on the homefront	Williams-Garcia, Rita.	1997
Greenwitch	Cooper, Susan, 1935-	1997
Deal with a ghost	Singer, Marilyn.	1997
Ernestine & Amanda : members of the C.L.U.B	Belton, Sandra.	1997
I thought my soul would rise and fly : the diary of Patsy, a freed girl	Hansen, Joyce.	1997
A picture of freedom : the diary of Clotee, a slave girl	McKissack, Pat, 1944-	1997
The Tulip touch : a novel	Fine, Anne.	1997
War dog : a novel	Booth, Martin.	1997
What Jamie saw	Coman, Carolyn.	1997
White bread competition	Hernández, Jo Ann Yolanda.	1997
Out of the dust	Hesse, Karen.	1997
Across the wide and lonesome prairie : the Oregon Trail diary of Hattie Campbell	Gregory, Kristiana.	1997

So far from home : the diary of Mary Driscoll, an Irish mill girl	Denenberg, Barry.	1997
Working days : short stories about teenagers at work	edited by Anne Mazer.	1997
The bomb	Taylor, Theodore, 1921-	1997
Bruises	Vries, Anke de.	1997
Crash	Spinelli, Jerry.	1997
Liza's star wish	Stevens, Diane.	1997
The subtle knife	Pullman, Philip, 1946-	1997
Under the blood-red sun	Salisbury, Graham.	1997
Wrestling Sturbridge	Wallace, Rich.	1997
Chasing Redbird	Creech, Sharon.	1997
Dancing on the edge	Nolan, Han.	1997
Eagle song	Bruchac, Joseph.	1997
The escape from home	Avi, 1937-	1997
Ghost canoe	Hobbs, Will.	1997
Saving Shiloh	Naylor, Phyllis Reynolds.	1997
Sun & Spoon	Henkes, Kevin.	1997

With every drop of blood	Collier, James Lincoln.	1997
Sudden death	Chester, Kate.	1997
Mossflower	Jacques, Brian.	1998
Forty acres and maybe a mule	Robinet, Harriette.	1998
Maskerade : a novel of Discworld	Pratchett, Terry.	1998
Crush	Conford, Ellen.	1998
A line in the sand : the Alamo diary of Lucinda Lawrence	Garland, Sherry.	1998
My Louisiana sky	Holt, Kimberly Willis.	1998
My Louisiana sky	Holt, Kimberly Willis.	1998
The Shakespeare stealer	Blackwood, Gary L.	1998
The Top Secret Journal of Fiona Claire Jardin.	Cruise, Robin.	1998
The wild kid	Mazer, Harry.	1998
Mossflower	Jacques, Brian.	1998
Mr. Was	Hautman, Pete, 1952-	1998

The thief	Turner, Megan Whalen.	1998
Jazmin's notebook	Grimes, Nikki.	1998
Annushka's voyage	Tarbescu, Edith.	1998
The journal of William Thomas Emerson : a Revolutionary War patriot	Denenberg, Barry.	1998
Standing in the light : the captive diary of Catherine Carey Logan	Osborne, Mary Pope.	1998
West to a land of plenty : the diary of Teresa Angelino Viscardi	Murphy, Jim, 1947-	1998
Reef of death	Zindel, Paul.	1998
The gold Cadillac	Taylor, Mildred D.	1998
Trapped! : cages of mind and body	edited by Lois Duncan.	1998
As ever, Gordy	Hahn, Mary Downing.	1998
The clay marble	Ho, Minfong.	1998
Confess-O-Rama	Koertge, Ronald.	1998
Great ghost stories	selected and illustrated by Barry Moser ; afterword by Peter Glassman.	1998
The heart of a chief : a novel	Bruchac, Joseph, 1942-	1998

Julie's wolf pack	George, Jean Craighead.	1998
Julie's wolf pack	George, Jean Craighead.	1998
Long way from Chicago, A : a novel in stories.	Peck, Richard, 1934-	1998
The maze	Hobbs, Will.	1998
Perloo the bold	Avi, 1937-	1998
Perloo the bold	Avi, 1937-	1998
Petey	Mikaelsen, Ben, 1952-	1998
The Transall saga	Paulsen, Gary.	1998
The nightmare	Peel, John, 1954-	1998
Poppy and Rye	Avi, 1937-	1998
Crush	Conford, Ellen.	1998
Clamp School : Paranormal Investigators... Volume 1	Matsumoto, Tomiyuki.	1999
The ghost in the Tokaido Inn	Hoobler, Dorothy.	1999
The girl who chased away sorrow : the diary of Sarah Nita, a Navajo girl	Turner, Ann Warren.	1999
Homesick, my own story	Fritz, Jean.	1999

The lost day	Clarke, Judith, 1943-	1999
Song of the Wanderer	Coville, Bruce.	1999
Star split	Lasky, Kathryn.	1999
A peddler's dream	Shefelman, Janice Jordan, 1930-	1999
River thunder	Hobbs, Will.	1999
Stop pretending : what happened when my big sister went crazy	Sones, Sonya.	1999
The great railroad race : the diary of Libby West	Gregory, Kristiana.	1999
A light in the storm : the Civil War diary of Amelia Martin	Hesse, Karen.	1999
The case of the firecrackers	Yep, Laurence.	1999
The ghost stallion	Williams, Laura E.	1999
Amelia's war	Rinaldi, Ann.	1999
The last lobo	Smith, Roland, 1951-	1999
The taker's stone	Russell, Barbara T.	1999

The trap	Talbert, Marc, 1953-	1999
Blackwater	Bunting, Eve, 1928-	1999
Dave at night	Levine, Gail Carson.	1999
Extreme Elvin	Lynch, Chris.	1999
A face in every window	Nolan, Han.	1999
Jason's gold	Hobbs, Will.	1999
The lost years of Merlin	Barron, T. A.	1999
Midnight magic	Avi, 1937-	1999
Moon over Tennessee : a boy's Civil War journal	Crist-Evans, Craig.	1999
Nose pickers from outer space	Korman, Gordon.	1999
Skellig	Almond, David, 1951-	1999
We Goddesses : Athena, Aphrodite, Hera	Orgel, Doris.	1999
Wrango	Burks, Brian.	1999
Last days of summer : a novel	Kluger, Steve.	1999
P.S. longer letter later	Danziger, Paula, 1944-	1999
An early winter	Bauer, Marion Dane.	1999

The journal of Sean Sullivan : a Transcontinental Railroad worker	Durbin, William, 1951-	1999
Mariel of Redwall	Jacques, Brian.	2000
Kit's wilderness	Almond, David, 1951-	2000
The seven songs of Merlin	Barron, T. A.	2000
Silver on the tree	Cooper, Susan, 1935-	2000
Feet of clay : a novel of Discworld	Pratchett, Terry.	2000
The door in the lake	Butts, Nancy, 1955-	2000
Sammy Keyes and the curse of Moustache Mary	Van Draanen, Wendelin.	2000
Snail mail no more	Danziger, Paula, 1944-	2000
The Wayfinder	Pattison, Darcy.	2000
Williwaw!	Bodett, Tom.	2000
Ender's shadow	Card, Orson Scott.	2000
The doll people	Martin, Ann M., 1955-	2000

Stowaway	Hesse, Karen.	2000
The body of Christopher Creed	Plum-Ucci, Carol, 1957-	2000
The killer's cousin	Werlin, Nancy.	2000
Flying solo	Fletcher, Ralph J.	2000
Nightmare hour	Stine, R. L.	2000
The Wanderer	Creech, Sharon.	2000
Ghostly tales : four stories	Pfeffer, Susan Beth, 1948-	2000
Dream soul	Yep, Laurence.	2000
Gracie's girl	Wittlinger, Ellen.	2000
The amber spyglass	Pullman, Philip, 1946-	2000
Esperanza rising	Ryan, Pam Munoz.	2000
Homeless Bird	Whelan, Gloria.	2000

Nobody else has to know	Tomey, Ingrid.	2000
The fires of Merlin	Barron, T. A.	2000
Jason's gold	Hobbs, Will.	2000
Nory Ryan's song	Giff, Patricia Reilly.	2000
Rules of the road	Bauer, Joan, 1951-	2000
Stormbreaker	Horowitz, Anthony, 1955-	2000
Angelfish	Yep, Laurence.	2001
Down the Yukon	Hobbs, Will.	2001
The gospel according to Larry	Tashjian, Janet.	2001
Lirael : daughter of the Clayr	Nix, Garth.	2001
145th Street : short stories	Myers, Walter Dean, 1937-	2001
Allegra Maud Goldman	Konecky, Edith.	2001
The rose and the beast : fairy tales retold	Block, Francesca Lia.	2001

Shadow of the Hegemon	Card, Orson Scott.	2001
Under the blood-red sun	Salisbury, Graham.	2001
Everything on a waffle	Horvath, Polly.	2001
Everything on a waffle	Horvath, Polly.	2001
My face to the wind : the diary of Sarah Jane Price, a prairie teacher	Murphy, Jim, 1947-	2001
Valley of the Moon : the diary of Maria Rosalia de Milagros	Garland, Sherry.	2001
True believer	Wolff, Virginia Euwer.	2001
The truth about rats, rules, & seventh grade	Zinnen, Linda.	2001
The land	Taylor, Mildred D.	2001
The Last Book in the Universe.	Philbrick, Rodman.	2001
The Legend of Luke	Jacques, Brian.	2001
Dial-a-ghost	Ibbotson, Eva.	2001
Following Fake Man	Holmes, Barbara Ware.	2001

The Gawgon and The Boy	Alexander, Lloyd.	2001
Girlhearts	Mazer, Norma Fox, 1931-	2001
Just ask Iris	Frank, Lucy.	2001
Lord Brocktree	Jacques, Brian.	2001
Lord of the nutcracker men	Lawrence, Iain, 1955-	2001
The monsters of Morley Manor	Coville, Bruce.	2001
Say you are my sister	Brady, Laurel Stowe.	2001
Shattered mirror	Atwater-Rhodes, Amelia.	2001
Burning up : a novel	Cooney, Caroline B.	2001
Castaways of the Flying Dutchman	Jacques, Brian.	2002
Ruby Holler	Creech, Sharon.	2002
Surviving the Applewhites	Tolan, Stephanie S.	2002
Tree castle island	George, Jean Craighead, 1919-	2002

Trial by journal	Klise, Kate.	2002
Three swords for Granada	Myers, Walter Dean, 1937-	2002
Ruby Holler	Creech, Sharon.	2002
Troy	Geras, Adèle.	2002
Taking liberty : the story of Oney Judge, George Washington's runaway slave	Rinaldi, Ann.	2002
Stowaway	Hesse, Karen.	2002
Triss	Jacques, Brian.	2002
The clones	Skurzynski, Gloria.	2002
Where have all the flowers gone? : the diary of Molly Mackenzie Flaherty	White, Ellen Emerson.	2002
Girl in a cage	Yolen, Jane.	2002
Hush	Woodson, Jacqueline.	2002
Blizzard's wake	Naylor, Phyllis Reynolds.	2002
Harmony	Murphy, Rita.	2002

Heaven Eyes	Almond, David, 1951-	2002
Hope was here	Bauer, Joan, 1951-	2002
The kite fighters	Park, Linda Sue.	2002
Midnight for Charlie Bone	Nimmo, Jenny.	2002
Silent to the bone	Konigsburg, E. L.	2002
The Thief Lord	Funke, Cornelia Caroline.	2002
Time stops for no mouse : a Hermux Tantamoq adventure	Hoeye, Michael.	2002
Taggerung	Jacques, Brian.	2003
Gingerbread	Cohn, Rachel.	2003
Project princess	Cabot, Meg.	2003
Blue is for nightmares	Stolarz, Laurie Faria, 1972-	2003
The Amazing Maurice and his educated rodents	Pratchett, Terry.	2003

Hogfather : a novel of Discworld	Pratchett, Terry.	2003
Alice, I think	Juby, Susan, 1969-	2003
Artemis Fowl : the eternity code	Colfer, Eoin.	2003
Artemis Fowl : the eternity code	Colfer, Eoin.	2003
The canning season	Horvath, Polly.	2003
Charlie Bone and the time twister	Nimmo, Jenny.	2003
A coalition of lions	Wein, Elizabeth.	2003
The Dark Horse	Sedgwick, Marcus.	2003
Death and the arrow	Priestly, Chris.	2003
Joshua's song	Harlow, Joan Hiatt.	2003
Nightmare	Nixon, Joan Lowery.	2003
The pack	Carbone, Elisa Lynn.	2003
Sahara special	Codell, Esmae Raji, 1968-	2003
Skunk scout	Yep, Laurence, 1948-	2003

Starry nights	Clarke, Judith, 1943-	2003
Sword of the rightful king : a novel of King Arthur	Yolen, Jane.	2003
Tangled threads : a Hmong girl's story	Shea, Pegi Deitz.	2003
Pirates! : the true and remarkable adventures of Minerva Sharpe and Nancy Kington, female pirates	Rees, Celia.	2003
It ain't all for nothin'	Myers, Walter Dean, 1937-	2003
Agnes Parker-- girl in progress	O'Dell, Kathleen.	2003
Inside out	Trueman, Terry.	2003
Mister Monday	Nix, Garth.	2003
Poison	Wooding, Chris, 1977-	2003
The goose girl	Hale, Shannon.	2003
Lord of the deep	Salisbury, Graham.	2003
The Divide	Kay, Elizabeth.	2003
The sight	Clement-Davies, David, 1961-	2003

Hitler's daughter	French, Jackie.	2003
Homecoming	Voigt, Cynthia.	2003
If you come softly	Woodson, Jacqueline.	2003
Ninjas, piranhas, and Galileo	Smith, Greg Leitich.	2003
The revealers	Wilhelm, Doug.	2003
Firegold	Calhoun, Dia.	2003
Kensuke's kingdom	Morpurgo, Michael.	2003
Say yes	Coulombis, Audrey.	2003
Finding our way : stories	Saldaña, René.	2003
Shelf life : stories by the book	edited by Gary Paulsen.	2003
Stanley Yelnants' survival guide to Camp Green Lake	Sachar, Louis.	2003
The Wee Free Men	Pratchett, Terry.	2003
Hidden talents	Lubar, David.	2003

The little blue house	Comino, Sandra.	2003
The rag and bone shop : a novel	Cormier, Robert.	2003
Loamhedge	Jacques, Brian.	2004
The long patrol	Jacques, Brian.	2004
Outcast of Redwall	Jacques, Brian.	2004
Pearls of Lutra	Jacques, Brian.	2004
White is for magic	Stolarz, Laurie Faria, 1972-	2004
Jackie's Wild Seattle	Hobbs, Will.	2004
Curse of the blue tattoo : being an account of the misadventures of Jacky Faber, midshipman and fine lady	Meyer, L. A. (Louis A.), 1942-	2004
The angel's command : a tale from the castaways of the Flying Dutchman	Jacques, Brian.	2004
The ear, the eye, and the arm	Farmer, Nancy, 1941-	2004
Goosed!	Wallace, Bill, 1947-	2004
Heck, superhero	Leavitt, Martine, 1953-	2004

Me and Billy	Collier, James Lincoln, 1928-	2004
On the run	Coleman, Michael, 1946 May 12-	2004
Prince across the water	Yolen, Jane.	2004
Rakkety Tam	Jacques, Brian.	2004
The Ribbajack & other curious yarns	Jacques, Brian.	2004
The secret hour	Westerfeld, Scott.	2004
The shadows of Ghadames	Stolz, Joelle.	2004
Skeleton Key	Horowitz, Anthony, 1955-	2004
The Star of Kazan	Ibbotson, Eva.	2004
The thought of high windows	Kositsky, Lynne, 1947-	2004
Touching darkness	Westerfeld, Scott.	2004
The supernaturalist	Colfer, Eoin.	2004
Back to the Divide	Kay, Elizabeth.	2004

My perfect life	Sheldon, Dyan.	2004
Close encounters of a third-world kind	Stewart, Jennifer J.	2004
Sorcery and Cecelia, or, The enchanted chocolate pot : being the correspondence of two young ladies of quality regarding various magical scandals in L	Wrede, Patricia C., 1953-	2004
Close encounters of a third-world kind	Stewart, Jennifer J.	2004
Wolf brother	Paver, Michelle.	2004
Contents under pressure	Zeises, Lara M.	2004
Flip	Lubar, David.	2004
No shame, no fear	Turnbull, Ann.	2004
Saving Francesca	Marchetta, Melina, 1965-	2004
Monsoon summer	Perkins, Mitali.	2004
Jackie's Wild Seattle	Hobbs, Will.	2004
Letters from Wolfie	Sherlock, Patti.	2004

Perfect	Friend, Natasha, 1972-	2004
White is for magic	Stolarz, Laurie Faria, 1972-	2004
The wish list	Colfer, Eoin.	2004
Abhorsen	Nix, Garth.	2004
Agnes Parker-- girl in progress	O'Dell, Kathleen, 1957-	2004
The year of the hangman	Blackwood, Gary L.	2004
Half and half	Namioka, Lensey.	2004
Macaroni boy	Ayres, Katherine.	2004
Mortal engines : a novel	Reeve, Philip.	2004
Or give me death : a novel of Patrick Henry's family	Rinaldi, Ann.	2004
Eagle Strike	Horowitz, Anthony, 1955-	2004
The legend of Buddy Bush	Moses, Shelia P.	2004
Missy Violet & me	Hathaway, Barbara, 1944-	2004

My perfect life	Sheldon, Dyan.	2004
The spirit line	Thurlo, Aimée.	2004
The traitor	Yep, Laurence.	2004
The prophecy of the Stones	Bujor, Flavia.	2004
Slayers. Vol. 1, The ruby eye	Kanzaka, Hajime.	2004
Becoming Naomi Leon	Ryan, Pam Munoz.	2004
Marlfox	Jacques, Brian.	2005
Pretty things	Manning, Sarra.	2005
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Silver is for secrets	Stolarz, Laurie Faria, 1972-	2005
Shadowland	Cabot, Meg.	2005
The bridesmaid	Abbott, Hailey.	2005

Airball : my life in briefs	Harkrader, Lisa.	2005
Beyond the Valley of Thorns	Carman, Patrick.	2005
The Dark Hills divide	Carman, Patrick.	2005
Defiance	Hobbs, Valerie.	2005
Framed	Cottrell Boyce, Frank.	2005
Help wanted : stories	Soto, Gary.	2005
Listening for lions	Whelan, Gloria.	2005
Makeovers by Marcia	Mills, Claudia.	2005
The Mzungu boy	Mwangi, Meja, 1948-	2005
The Old Country	Gerstein, Mordicai.	2005
Only you can save mankind	Pratchett, Terry.	2005
Out of order	Hicks, Betty.	2005

Permanent Rose	McKay, Hilary.	2005
The revolt	Skurzynski, Gloria.	2005
The sacrifice	Duble, Kathleen Benner.	2005
The scarecrow and his servant	Pullman, Philip, 1946-	2005
The search for Belle Prater	White, Ruth, 1942-	2005
Stanford Wong flunks big-time	Yee, Lisa.	2005
Three of diamonds : three Diamond Brothers mysteries	Horowitz, Anthony, 1955-	2005
What Mr. Mattero did	Cummings, Priscilla, 1951-	2005
Acceleration	McNamee, Graham.	2005
Vampire plagues : Paris, 1850	Rook, Sebastian.	2005
Fake ID	Sorrells, Walter.	2005
Red is for remembrance	Stolarz, Laurie Faria, 1972-	2005

Silver is for secrets	Stolarz, Laurie Faria, 1972-	2005
Blue noon	Westerfeld, Scott.	2005
Drowned Wednesday	Nix, Garth.	2005
The game of silence	Erdrich, Louise.	2005
Grim Tuesday	Nix, Garth.	2005
Kringle	Abbott, Tony.	2005
Lucky T	Brian, Kate.	2005
Summer's end	Couloubis, Audrey.	2005
Wormwood	Taylor, G. P.	2005
The Great Divide	Dodds, Dayle Ann.	2005
Lord Loss	Shan, Darren.	2005
Golden & Grey : an unremarkable boy and a rather remarkable ghost	Arnold, Louise, 1979-	2005

Shakespeare's secret	Broach, Elise.	2005
Three good deeds	Vande Velde, Vivian.	2005
By these ten bones	Dunkle, Clare B.	2005
Can't get there from here	Strasser, Todd.	2005
Capt. Hook : the adventures of a notorious youth	Hart, James V.	2005
Darkest hour	Cabot, Meg.	2005
Haunted	Cabot, Meg.	2005
Reunion	Cabot, Meg.	2005
Under the blood-red sun	Salisbury, Graham.	2005
What I believe : a novel	Mazer, Norma Fox, 1931-	2005
The bonemender	Bennett, Holly.	2005
Emako Blue	Woods, Brenda (Brenda A.)	2005

In darkness, death	Hoobler, Dorothy.	2005
Jinx on the Divide	Kay, Elizabeth.	2005
Lost bullet	Rose, Malcolm.	2005
Ninth key	Cabot, Meg.	2005
Project Mulberry : a novel	Park, Linda Sue.	2005
The Ravenmaster's secret : escape from the Tower of London	Woodruff, Elvira.	2005
Roll call	Rose, Malcolm.	2005
Wizards at war	Duane, Diane.	2005
The boys of San Joaquin : a novel	Smith, D. J., 1955-	2005
Jumpman rule #2 : don't even think about it!	Valentine, James, 1961-	2005
The year of secret assignments*	Moriarty, Jaclyn.	2005
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Deliver us from Normal	Klise, Kate.	2005
The Giant Rat of Sumatra, or, Pirates galore	Fleischman, Sid, 1920-	2005
A hat full of sky	Pratchett, Terry.	2005
An innocent soldier	Holub, Josef, 1926-	2005
Mimus	Thal, Lilli.	2005
My friend the enemy	Cheaney, J. B.	2005
Resistance	Graber, Janet.	2005
Sports shorts : an anthology of short stories	by Joseph Bruchac ... [et al.].	2005
Tending to Grace	Fusco, Kimberly Newton.	2005
Cruise control	Trueman, Terry.	2005
Blood red horse	Grant, K. M.	2005
Charlie Bone and the castle of mirrors	Nimmo, Jenny.	2005
Code orange	Cooney, Caroline B.	2005

Framed!	Rose, Malcolm.	2005
Invisible	Hautman, Pete, 1952-	2005
Jumpman rule #1 : don't touch anything	Valentine, James, 1961-	2005
Scorpia	Horowitz, Anthony, 1955-	2005
SilverFin : a James Bond adventure	Higson, Charles, 1958-	2005
Thunder from the sea	Harlow, Joan Hiatt.	2005
The vacation	Horvath, Polly.	2005
Vampire High	Rees, Douglas.	2005
A conspiracy revealed	Odom, Mel.	2005
Inventing Elliot	Gardner, Graham.	2005
Natalie's secret	Morgan, Melissa J.	2005
The year of secret assignments*	Moriarty, Jaclyn.	2005
Fairest	Levine, Gail Carson.	2006
Agnes Parker-- happy camper?	O'Dell, Kathleen, 1957-	2006

Shrimp	Cohn, Rachel.	2006
Jesse	Soto, Gary.	2006
A pickpocket's tale	Schwabach, Karen.	2006
The beasts of Clawstone Castle	Ibbotson, Eva.	2006
The choice	Skurzynski, Gloria.	2006
Crispin : at the edge of the world	Avi, 1937-	2006
A dog for life	Matthews, L. S. (Laura S.)	2006
Dogboy	Russell, Christopher, 1947-	2006
Fly by night	Hardinge, Frances.	2006
Hattie Big Sky	Larson, Kirby.	2006
Here lies the librarian	Peck, Richard, 1934-	2006
Honey Bea	Siegelson, Kim L.	2006
Hurt go happy	Rorby, Ginny.	2006

Johnny and the dead	Pratchett, Terry.	2006
The king of Attolia	Turner, Megan Whalen.	2006
The loud silence of Francine Green	Cushman, Karen.	2006
My almost epic summer	Griffin, Adele.	2006
Skybreaker	Oppel, Kenneth.	2006
Soccer chick rules	FitzGerald, Dawn.	2006
Something invisible	Parkinson, Siobhán.	2006
Twilight child	Warner, Sally.	2006
The Unvisibles	Whybrow, Ian.	2006
Vanishing act	Feinstein, John.	2006
Victory	Cooper, Susan, 1935-	2006
Weedflower	Kadohata, Cynthia.	2006
Alphabet of dreams	Fletcher, Susan, 1951-	2006
Branded outlaw	Hubbard, L. Ron (La Fayette Ron), 1911-1986.	2006

Leap day : a novel	Mass, Wendy, 1967-	2006
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Beauty sleep : a retelling of "Sleeping Beauty"	Dokey, Cameron.	2006
Endymion Spring	Skelton, Matthew.	2006
Keturah and Lord Death	Leavitt, Martine, 1953-	2006
Long gone daddy	Hemphill, Helen, 1955-	2006
Midnight pearls : a retelling of "The little mermaid"	Viguié, Debbie.	2006
Orphan of the sun	Harvey, Gill.	2006
Peter and the Starcatchers	Barry, Dave.	2006
Sir Thursday	Nix, Garth.	2006
Surviving Antarctica : reality TV 2083	White, Andrea, 1953-	2006
Water Street	Giff, Patricia Reilly.	2006
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Archer's quest	Park, Linda Sue.	2006

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Behind the curtain : an Echo Falls mystery	Abrahams, Peter, 1947-	2006
Spirit Walker	Paver, Michelle.	2006
Things hoped for	Clements, Andrew, 1949-	2006
Foundling	Cornish, D. M., 1972-	2006
The amazing life of birds : (the twenty-day puberty journal of Duane Homer Leech)	Paulsen, Gary.	2006
Gilda Joyce : the ladies of the lake	Allison, Jennifer.	2006
Sparrow	Smith, Sherri L.	2006
Golden & Grey : (an unremarkable boy and a rather remarkable ghost)	Arnold, Louise, 1979-	2006
Leven Thumps and the gateway to Foo	Skye, Obert.	2006
The Looking Glass Wars	Beddor, Frank.	2006
The whispering road	Michael, Livi, 1960-	2006

Eager	Fox, Helen, 1962-	2006
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The arrival	Tan, Shaun.	2006
Black duck	Lisle, Janet Taylor.	2006
Blue	Hostetter, Joyce.	2006
Charlie Bone and the hidden king	Nimmo, Jenny.	2006
Click here : (to find out how I survived seventh grade) : a novel	Vega, Denise.	2006
Desperate journey	Murphy, Jim, 1947-	2006
Dreams and visions : fourteen flights of fantasy	edited by M. Jerry Weiss and Helen S. Weiss.	2006
Geronimo	Bruchac, Joseph, 1942-	2006
God went to beauty school	Rylant, Cynthia.	2006
Golden	Barnes, Jennifer (Jennifer Lynn)	2006
House of the red fish	Salisbury, Graham.	2006

Hugging the rock	Brown, Susan Taylor, 1958-	2006
Kiki Strike : inside the shadow city	Miller, Kirsten, 1973-	2006
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Over a thousand hills I walk with you	Jansen, Hanna, 1946-	2006
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Shock point	Henry, April.	2006
A small white scar	Nuzum, K. A.	2006
Twilight	Cabot, Meg.	2006
Charlie Bone and the hidden king	Nimmo, Jenny.	2006
Hard hit	Turner, Ann Warren.	2006
Here lies the librarian	Peck, Richard, 1934-	2006
The tenth city	Carman, Patrick.	2006

Porch lies : tales of slicksters, tricksters, and other wily characters	McKissack, Pat, 1944-	2006
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13 little blue envelopes	Johnson, Maureen, 1973-	2006
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My haunted house	Sage, Angie.	2006
The notorious Izzy Fink	Brown, Don, 1949-	2006
Predator's gold : a novel	Reeve, Philip.	2006
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Summer of the war	Whelan, Gloria.	2006
Troll Bridge : a rock 'n' roll fairy tale	Yolen, Jane.	2006
Water shaper	McCaffrey, Laura Williams.	2006
The Wright 3	Balliett, Blue, 1955-	2006
Ark angel	Horowitz, Anthony, 1955-	2006
The higher power of Lucky	Patron, Susan.	2006
The last dragon	De Mari, Silvana.	2006

The runaway princess	Coombs, Kate.	2006
Flyte	Sage, Angie.	2006
Small steps	Sachar, Louis, 1954-	2006
Wolf : the journey home	Bowen, 'Asta.	2006
High Rhulain	Jacques, Brian.	2007
Voyage of slaves : a tale from the castaways of the Flying Dutchman	Jacques, Brian.	2007
Flyte	Sage, Angie.	2007
Snakehead	Horowitz, Anthony, 1955-	2007
Eye of the crow	Peacock, Shane.	2007
100 cupboards	Wilson, Nathan D.	2007
Ethan, suspended	Ehrenberg, Pamela.	2007
Ghost chamber	Rees, Celia.	2007
Wintersmith	Pratchett, Terry.	2007

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Johnny and the bomb	Pratchett, Terry.	2007
Magpie Gabbard and the quest for the buried moon	Keehn, Sally M.	2007
Payback	Langan, Paul, 1972-	2007
The bully	Langan, Paul, 1972-	2007
Seeing Redd	Beddor, Frank.	2007
Undercover	Kephart, Beth.	2007
Home of the brave	Applegate, Katherine.	2007
Home of the brave	Applegate, Katherine.	2007
Iron thunder : the battle between the Monitor & the Merrimac : a Civil War novel	Avi, 1937-	2007
Doorway to darkness	Banks, John, 1948 Mar. 1-	2007
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Club Dread	Sorrells, Walter.	2007

Crusader	Bloor, Edward, 1950-	2007
Eulalia!	Jacques, Brian.	2007
Lady Friday	Nix, Garth.	2007
The lion hunter	Wein, Elizabeth.	2007
Payback	Heneghan, James, 1930-	2007
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Runaround	Hemphill, Helen, 1955-	2007
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The storyteller's daughter : a retelling of "The Arabian nights"	Dokey, Cameron.	2007

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You are so not invited to my bat mitzvah!	Rosenbloom, Fiona.	2007
Eyes of the emperor	Salisbury, Graham.	2007
Epic	Kostick, Conor.	2007
Skulduggery Pleasant	Landy, Derek.	2007
Skulduggery Pleasant	Landy, Derek.	2007
Code Orange	Cooney, Caroline B.	2007
Pieces of Georgia	Bryant, Jennifer.	2007
Pieces of Georgia	Bryant, Jennifer.	2007
Summer's end	Couloumbis, Audrey.	2007
Ethan, suspended	Ehrenberg, Pamela.	2007
Half-moon investigations	Colfer, Eoin.	2007
Gabriel's journey	Hart, Alison, 1950-	2007

Double check	Rose, Malcolm.	2007
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Birdwing	Martin, Rafe, 1946-	2007
Code Orange	Cooney, Caroline B.	2007
Incantation	Hoffman, Alice.	2007
Tiger, tiger	Banks, Lynne Reid, 1929-	2007
True talents	Lubar, David.	2007
Standard hero behavior	Anderson, John David, 1975-	2007
Three good deeds	Vande Velde, Vivian.	2007
Brendan Buckley's universe and everything in it	Frazier, Sundee Tucker, 1968-	2007
Feathers	Woodson, Jacqueline.	2007
Reaching for sun	Zimmer, Tracie Vaughn.	2007
Darkhenge	Fisher, Catherine, 1957-	2007
Secrets of my Hollywood life : on location : a novel	Calonita, Jen.	2007

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Golden & Grey, the nightmares that ghosts have	Arnold, Louise, 1979-	2007
The Land of the Silver Apples	Farmer, Nancy, 1941-	2007
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Leven Thumps and the whispered secret	Skye, Obert.	2007
Physik	Sage, Angie.	2007
The queen's soprano	Dines, Carol.	2007
Rebel cargo	Riordan, James, 1936-	2007
Gabriel's triumph	Hart, Alison, 1950-	2007
A taste for rabbit	Zuckerman, Linda.	2007
The wild girls	Murphy, Pat, 1955-	2007
Book of a thousand days	Hale, Shannon.	2007
Don't call me Ishmael	Bauer, Michael Gerard, 1950-	2007

Darkwing	Oppel, Kenneth, 1967-	2007
The Rogues	Yolen, Jane.	2007
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The mysterious edge of the heroic world	Konigsburg, E. L.	2007
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Princess Nevermore	Regan, Dian Curtis.	2007
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Benny and Omar	Colfer, Eoin.	2007
Open court	Clippinger, Carol.	2007
Deep in the mountains : an encounter with Zhu Qizhan	Cheng, Terrence.	2007

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Olivia Kidney and the secret beneath the city	Potter, Ellen, 1963-	2007
Cam's quest : the continuing story of Princess Nevermore and the wizard's apprentice	Regan, Dian Curtis.	2007
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Shield of stars	Bell, Hilari.	2007
Sunwing	Oppel, Kenneth.	2008
Diamond Willow	Frost, Helen, 1949-	2008
Rebels of the heavenly kingdom : a novel	Paterson, Katherine.	2008
March toward the thunder	Bruchac, Joseph, 1942-	2008
Nighttrap	Becker, Tom, 1981-	2008
Tennyson	Blume, Lesley M. M.	2008
My so-called family	Sheinmel, Courtney.	2008

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Less than dead	Downs, Tim.	2008
Oath breaker	Paver, Michelle.	2008
The hunt for the seventh	Morton-Shaw, Christine.	2008
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Brett McCarthy : work in progress	Padian, Maria.	2008
The deadly doll	Burke, Janine, 1952-	2008
Queste	Sage, Angie.	2008
First light	Stead, Rebecca.	2008
STORM : the infinity code	Young, E. L.	2008
The adoration of Jenna Fox	Pearson, Mary (Mary E.)	2008
All-season Edie	Lyon, Annabel, 1971-	2008

A bottle in the Gaza Sea	Zenatti, Valérie, 1970-	2008
The Calder game	Balliett, Blue, 1955-	2008
Child of dandelions	Nanji, Shenaaz.	2008
The diamond of Drury Lane	Golding, Julia.	2008
The empty kingdom	Wein, Elizabeth.	2008
Ghost letters	Alter, Stephen.	2008
Gods of Manhattan	Mebus, Scott.	2008
The gypsy crown	Forsyth, Kate, 1966-	2008
How to build a house : a novel	Reinhardt, Dana.	2008
Lamplighter	Cornish, D. M. (David M.), 1972-	2008
Love me tender	Couloubis, Audrey.	2008
The patron saint of butterflies	Galante, Cecilia.	2008
Rits	Jongman, Mariken, 1965-	2008
Rivers of fire	Carman, Patrick.	2008
Sucks to be me : the all-true confessions of Mina Hamilton, teen vampire (maybe)	Pauley, Kimberly, 1973-	2008

Superior Saturday	Nix, Garth.	2008
A curse dark as gold	Bunce, Elizabeth C.	2008
The white gates	Ramthun, Bonnie.	2008
After Tupac & D Foster	Woodson, Jacqueline.	2008
Jellicoe Road	Marchetta, Melina, 1965-	2008
Me, the missing, and the dead	Valentine, Jenny.	2008
Moribito : Guardian of the Spirit	Uehashi, Nahoko.	2008
Reaching out	Jiménez, Francisco, 1943-	2008
The underneath	Appelt, Kathi, 1954-	2008
My one hundred adventures	Horvath, Polly.	2008
Paralyzed	Rud, Jeff, 1960-	2008
Spy killer	Hubbard, L. Ron (La Fayette Ron), 1911-	2008
The tomorrow code	Falkner, Brian.	2008
Epic	Kostick, Conor, 1964-	2008
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Sword of waters	Bell, Hilari.	2008
The other side of the island	Goodman, Allegra.	2008
Skulduggery Pleasant	Landy, Derek.	2008
The unnameables	Booraem, Ellen.	2008
In Mozart's shadow : his sister's story	Meyer, Carolyn, 1935-	2008
Nation	Pratchett, Terry.	2008
White sands, red menace	Klages, Ellen, 1954-	2008
Something to blog about	Norris, Shana.	2008
Charlie Bone and the shadow	Nimmo, Jenny.	2008
Snakehead	Halam, Ann.	2008
The door of no return	Mussi, Sarah.	2008
The shepherd's granddaughter	Carter, Anne, 1953-	2008
Ways to live forever	Nicholls, Sally, 1983-	2008
Bird Lake moon	Henkes, Kevin.	2008
Chiggers	Larson, Hope.	2008

The last of the high kings	Thompson, Kate, 1956-	2008
The postcard	Abbott, Tony.	2008
The reminder	Michaels, Rune.	2008
The séance	Lawrence, Iain, 1955-	2008
The walls of Cartagena	Durango, Julia, 1967-	2008
Deep down popular : a novel	Stone, Phoebe, 1947-	2008
Defying the diva	Love, D. Anne.	2008
Into the dark : an Echo Falls mystery	Abrahams, Peter, 1947-	2008
The lucky place	Vincent, Zu, 1952-	2008
Outcast	Paver, Michelle.	2008
Runemarks	Harris, Joanne, 1964-	2008
The Willoughbys	Lowry, Lois.	2008
Death in the air	Peacock, Shane.	2008
The truth about my bat mitzvah	Baskin, Nora Raleigh.	2008
My best friend, the Atlantic Ocean, and other great bodies standing between me and my life with Giulio	Harrington, Jane.	2008

Girl overboard	Headley, Justina Chen, 1968-	2008
Dandelion fire	Wilson, Nathan D.	2009
The day of the pelican	Paterson, Katherine.	2009
Shadowed summer	Mitchell, Sandra.	2009
The Forest of Hands and Teeth	Ryan, Carrie.	2009
Lifeblood	Becker, Tom.	2009
Timecurse	Becker, Tom, 1981-	2009
This full house	Wolff, Virginia Euwer.	2009
Ghost hunter	Paver, Michelle.	2009
Perpetual check	Wallace, Rich.	2009
ArchEnemy	Beddor, Frank.	2009
Crocodile tears	Horowitz, Anthony, 1955-	2009
Ruined : a novel	Morris, Paula.	2009
Moribito II : Guardian of the Darkness	Uehashi, Nahoko.	2009
Punkzilla	Rapp, Adam.	2009

Blessing's bead	Edwardson, Debby Dahl.	2009
Marcelo in the real world	Stork, Francisco X.	2009
The monsthumologist	Yancey, Richard.	2009
Return to sender	Alvarez, Julia.	2009
Riot	Myers, Walter Dean, 1937-	2009
Eidi	Bredsdorff, Bodil.	2009
The crimson cap	Howard, Ellen.	2009
Elephant run	Smith, Roland, 1951-	2009
Front and center	Murdock, Catherine Gilbert.	2009
Leviathan	Westerfeld, Scott.	2009
The darkroom	Ross, Gerard.	2009
Forest born	Hale, Shannon.	2009
The Great Death	Smelcer, John E., 1963-	2009
The hunchback assignments	Slade, Arthur G. (Arthur Gregory)	2009
The vanishing girl	Peacock, Shane.	2009

The curse of Raven Lake	Kreie, Chris.	2009
The magician's elephant	DiCamillo, Kate.	2009
The lost conspiracy	Hardinge, Frances.	2009
Sea of the Dead	Durango, Julia, 1967-	2009
The entomological tales of Augustus T. Percival : Petronella saves nearly everyone	Low, Dene.	2009
Kaleidoscope eyes	Bryant, Jennifer.	2009
The mostly true adventures of Homer P. Figg	Philbrick, W. R. (W. Rodman)	2009
Night wings	Bruchac, Joseph, 1942-	2009
Emma-Jean Lazarus fell in love	Tarshis, Lauren.	2009
The evolution of Calpurnia Tate	Kelly, Jacqueline.	2009
Thirteenth child	Wrede, Patricia C., 1953-	2009
Tales from outer suburbia	Tan, Shaun.	2009
Peace, Locomotion	Woodson, Jacqueline.	2009
The Yggyssey : how Iggy wondered what happened to all the ghosts, found out where they went, and went there	Pinkwater, Daniel Manus, 1941-	2009

Everything is fine	Ellis, Ann Dee.	2009
The true adventures of Charley Darwin	Meyer, Carolyn, 1935-	2009
La isla de los delfines azules	O'Dell, Scott, 1898-1989.	2010
The White House	Smith, Roland, 1951-	2010
8th grade superzero	Rhuday-Perkovich, Olugbemisola.	2010
The boy who could fly	Norcliffe, James, 1946-	2010
Fever Crumb	Reeve, Philip.	2010
Secret Saturdays	Maldonado, Torrey.	2010
Princess of the midnight ball	George, Jessica Day, 1976-	2010
Departure time	Matti, Truus, 1961-	2010
Heart of a samurai : based on the true story of Nakahama Manjiro	Preus, Margi.	2010
Ninth Ward	Rhodes, Jewell Parker.	2010
A time of miracles	Bondoux, Anne-Laure.	2010
Around the world in 100 days	Blackwood, Gary L.	2010
Sugar and ice	Messner, Kate.	2010

Countdown	Wiles, Deborah.	2010
Moon over Manifest	Vanderpool, Clare.	2010
One square inch	Mills, Claudia.	2010
The dark deeps	Slade, Arthur G., (Arthur Gregory)	2010
Behemoth	Westerfeld, Scott.	2010
Cloaked in red	Vande Velde, Vivian.	2010
Storyteller	Giff, Patricia Reilly.	2010
Best friends forever : a World War II scrapbook	Patt, Beverly.	2010
A conspiracy of kings	Turner, Megan Whalen.	2010
The fool's girl	Rees, Celia.	2010
The Julian game	Griffin, Adele.	2010
The Crowfield curse	Walsh, Pat, 1954-	2010
The Danger Box	Balliett, Blue, 1955-	2010
Plain Kate	Bow, Erin.	2010
The white horse trick	Thompson, Kate, 1956-	2010

The year money grew on trees	Hawkins, Aaron R.	2010
Charlie Bone and the Red Knight	Nimmo, Jenny.	2010
Adventures of a cat-whiskered girl	Pinkwater, Daniel Manus, 1941-	2010
Fly away	Rock, Nora.	2010
The shadow hunt	Langrish, Katherine.	2010
The Brain full of holes	Chatterton, Martin.	2010
Enchanted glass	Jones, Diana Wynne.	2010
Is it night or day?	Chapman, Fern Schumer.	2010
The secret fiend	Peacock, Shane.	2010
Cosmic	Cottrell Boyce, Frank.	2010
Young samurai : the way of the sword	Bradford, Chris.	2010
Boys without names	Sheth, Kashmira.	2010
Northward to the moon	Horvath, Polly.	2010
Viola in reel life	Trigiani, Adriana.	2011
Prized	O'Brien, Caragh M.	2011

Following Christopher Creed	Plum-Ucci, Carol, 1957-	2011
Wildfire run	Garretson, Dee.	2011
Abarat	Barker, Clive, 1952-	2011
A beautiful lie	Master, Irfan.	2011
Another Pan	Nayeri, Daniel.	2011
The case of the deadly desperados	Lawrence, Caroline.	2011
Fever Crumb	Reeve, Philip.	2011
Beswitched	Saunders, Kate, 1960-	2011
Outlaw : a novel	Davies, Stephen, 1976-	2011
The winter pony	Lawrence, Iain, 1955-	2011
Breaking Stalin's nose	Yelchin, Eugene.	2011
Jasper Jones : a novel	Silvey, Craig, 1982-	2011
The Scorpio Races	Stiefvater, Maggie, 1981-	2011
Soldier bear	Dumon Tak, Bibi.	2011
Where things come back : a novel	Whaley, John Corey.	2011

Bruiser	Shusterman, Neal.	2011
The chronicles of Harris Burdick : 14 amazing authors tell the tales / [illustrated by] Chris Van Allsburg ; with an introduction by Lemony Snicket.		2011
Trash	Mulligan, Andy.	2011
Trash	Mulligan, Andy.	2011
The wonder of Charlie Anne	Fusco, Kimberly Newton.	2011
Dragons of silk	Yep, Laurence, 1948-	2011
The mostly true adventures of Homer P. Figg	Philbrick, W. R. (W. Rodman)	2011
The mostly true adventures of Homer P. Figg	Philbrick, W. R. (W. Rodman)	2011
The Tanglewood terror	Scaletta, Kurtis.	2011
Witchlanders	Coakley, Lena, 1967-	2011
The last little blue envelope	Johnson, Maureen, 1973-	2011
Young samurai : the way of the dragon	Bradford, Chris.	2011
Goliath	Westerfeld, Scott.	2011
The dragon turn	Peacock, Shane.	2011

Darke	Sage, Angie.	2011
The glorious adventures of the Sunshine Queen	McCaughrean, Geraldine.	2011
The secret kingdom	Nimmo, Jenny.	2011
The Blackhope enigma	Flavin, Teresa.	2011
Here lies Linc	Ray, Delia.	2011
The fires beneath the sea : a novel	Millet, Lydia.	2011
A tale of Two Castles	Levine, Gail Carson.	2011
Camo girl	Magoon, Kekla.	2011
Memento Nora	Smibert, Angie.	2011
Fly trap	Hardinge, Frances.	2011
Ruby red	Gier, Kerstin.	2011
Tink	Bredsdorff, Bodil.	2011
True (--sort of)	Hannigan, Katherine.	2011
Akata witch	Okorafor-Mbachu, Nnedi.	2011
Lost & found	Tan, Shaun.	2011

Signal	DeFelice, Cynthia C.	2011
Falling kingdoms	Rhodes, Morgan.	2012
Island of thieves	Lacey, Josh.	2012
Saint Louis Armstrong Beach	Woods, Brenda (Brenda A.)	2012
Saint Louis Armstrong Beach	Woods, Brenda (Brenda A.)	2012
Above World	Reese, Jenn.	2012
After Eli	Rupp, Rebecca.	2012
Promised	O'Brien, Caragh M.	2012
Kitty Hawk	Smith, Roland, 1951-	2012
Mister Orange	Matti, Truus, 1961-	2012
The Raven Boys	Stiefvater, Maggie, 1981-	2012
The white bicycle	Brenna, Beverley, 1962-	2012
My family for the war	Voorhoeve, Anne C.	2012
Wonder Show	Barnaby, Hannah Rodgers.	2012
Becoming Holmes	Peacock, Shane.	2012

Spark	Ryan, Amy Kathleen.	2012
The Unbearable Book Club for Unsinkable Girls	Schumacher, Julie, 1958-	2012
Stealing air	Reedy, Trent.	2012
The crimson shard	Flavin, Teresa.	2012
The fire chronicle	Stephens, John, 1972-	2012
The encyclopedia of me	Rivers, Karen, 1970-	2012
Momentum	Lloyd, Saci.	2012
On the road to Mr. Mineo's	O'Connor, Barbara.	2012
Breathing room	Hayles, Marsha.	2012
Minnie McClary speaks her mind	Hobbs, Valerie.	2012
Alek	Bredsdorff, Bodil.	2012
Princess Academy : palace of stone	Hale, Shannon.	2012
The shimmers in the night : a novel	Millet, Lydia, 1968-	2012
Middle of nowhere	Adderson, Caroline, 1963-	2012
Storybound	Burt, Marissa.	2012

Deadly pink	Vande Velde, Vivian.	2012
Eighth grade is making me sick : Ginny Davis's year in stuff	Holm, Jennifer L.	2012
A greyhound of a girl	Doyle, Roddy, 1958-	2012
Man overboard!	Parkinson, Curtis.	2012
On the day I died : stories from the grave	Fleming, Candace.	2012
Summer of the gypsy moths	Pennypacker, Sara, 1951-	2012
The grave robber's apprentice	Stratton, Allan.	2012
Caddy's world	McKay, Hilary.	2012
The paradise trap	Jinks, Catherine.	2012
Summer on the moon	Fogelin, Adrian.	2012
Out in left field	Lemna, Don, 1936-	2012
The amazing adventures of John Smith, Jr., aka Houdini	Johnson, Peter, 1951-	2012
The humming room	Potter, Ellen, 1963-	2012
The golden day	Dubosarsky, Ursula, 1961-	2013
Winterling	Prineas, Sarah.	2013

The Raven Boys	Stiefvater, Maggie, 1981-	2013
The Raven Boys	Stiefvater, Maggie, 1981-	2013
The Rithmatist	Sanderson, Brandon.	2013
Totally unrelated	Ryan, Tom, 1977 February 26-	2013
The false prince	Nielsen, Jennifer A.	2013
The false prince	Nielsen, Jennifer A.	2013
Joshua Dread	Bacon, Lee.	2013
Lost in Babylon	Lerangis, Peter.	2013
Maggot moon	Gardner, Sally.	2013
The Alamo	Smith, Roland, 1951-	2013
Belle epoque	Ross, Elizabeth (Elizabeth Anne)	2013
Charm & strange : a novel	Kuehn, Stephanie.	2013
Navigating Early	Vanderpool, Clare.	2013
The real boy	Ursu, Anne.	2013
Serafina's promise	Burg, Ann E.	2013

Wake up missing	Messner, Kate.	2013
The year of Billy Miller	Henkes, Kevin.	2013
Binny for short	McKay, Hilary.	2013
The wolf princess	Constable, Cathryn.	2013
The haunting of Gabriel Ashe	Poblocki, Dan.	2013
Written in stone	Parry, Rosanne.	2013
Money run	Heath, Jack, 1986-	2013
The hostage prince	Yolen, Jane.	2013
What we found in the sofa and how it saved the world	Clark, Henry, 1952-	2013
Zero tolerance	Mills, Claudia.	2013
In too deep	Voorhees, Coert.	2013
Paperboy	Vawter, Vince.	2013
Parched	Crowder, Melanie.	2013
The beast	Hoblin, Paul.	2013
Operation Oleander	Patterson, Valerie O.	2013

P.K. Pinkerton and the petrified man	Lawrence, Caroline.	2013
The Scorpio Races	Stiefvater, Maggie, 1981-	2013
The Scorpio Races	Stiefvater, Maggie, 1981-	2013
Hattie ever after	Larson, Kirby.	2013
Under shifting glass	Singer, Nicky, 1956-	2013
The center of everything	Urban, Linda.	2013
Dr. Frankenstein's daughters	Weyn, Suzanne.	2013
Jessie Elliot is a big chicken	Gravel, Elise.	2014
A plague of unicorns	Yolen, Jane.	2014
The Muses:Escaping montague manor	Nancy L. McEvoy.	2014
Jackaby	Ritter, R. William.	2014
The story of Owen : dragon slayer of Trondheim	Johnston, E. K.	2014
Big Time	Ryan, Tom, 1977 February 26-	2014
The meaning of Maggie	Sovern, Megan Jean.	2014
Cartwheeling in thunderstorms	Rundell, Katherine.	2014

On a clear day	Myers, Walter Dean, 1937-2014.	2014
The cabinet of curiosities : 36 tales brief & sinister	Bachmann, Stefan, 1993-	2014
The castle behind thorns	Haskell, Merrie.	2014
The islands of Chaldea	Jones, Diana Wynne.	2014
Outside in	Ellis, Sarah, 1952-	2014
Zane and the hurricane : a story of Katrina	Philbrick, W. R. (W. Rodman)	2014
Liv, forever	Talkington, Amy.	2014
West of the moon	Preus, Margi.	2014
Guitar notes	Amato, Mary.	2014
Guitar notes	Amato, Mary.	2014
P.K. Pinkerton and the pistol-packing widows	Lawrence, Caroline.	2014
The Windy City	Smith, Roland, 1951-	2014
The bamboo sword	Preus, Margi.	2015
Old wolf	Avi, 1937-	2015
Binny in secret	McKay, Hilary.	2015

Circus Mirandus	Beasley, Cassie.	2015
Beastly bones	Ritter, William, 1984-	2015
Con Academy	Schreiber, Joe, 1969-	2015
Close to the wind	Walter, Jon, 1964-	2015
The curious world of Calpurnia Tate	Kelly, Jacqueline.	2015
Six	Vaughan, M. M.	2015
The sound of life and everything	Van Dolzer, Krista.	2015
The chosen prince	Stanley, Diane.	2015
Catch you later, traitor : a novel	Avi, 1937-	2015
The last changeling	Yolen, Jane.	2015

MEMO**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**


TO: Board of Education
FROM: Steven A. Moccio, Superintendent of Schools
SUBJECT: Acceptance of Resignations- Certified Staff Members



RECOMMEND the Board of Education accept the resignations of the following staff members, as indicated:

NAME	POSITION	SCHOOL	EFFECTIVE DATE	REASON
Lobik, Elizabeth (Lisa)	Literacy Leader	Districtwide	June 30, 2022	To accept another position.
Maguire, Katherine	Special Education Teacher	Stafford High School	June 15, 2022	To accept another position closer to home.
McLellan, Kate	Special Education Teacher	Stafford Elementary School	June 15, 2022	To accept a position in another CT district.

MEMO**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

TO: Board of Education
FROM: Steven A. Moccio, Superintendent of Schools 
SUBJECT: Financial Report, July 1, 2021, through May 31, 2022

Attached is a memorandum from Mrs. Diane Peters, Business Manager, that includes explanations of various budget lines. Included with that memorandum is a financial report, sorted by object code, detailing budgeted and encumbered/expended funds from July 1, 2021, through May 31, 2022. The report includes the projected remaining balances at the conclusion of the 2021-2022 fiscal year, which will be reviewed each month moving forward.

The total budget for the 2021-2022 school year is \$29,086,760.86. As indicated in the attached memorandum, the expenses year to date total \$24,090,619.25, or 82.82% of the total budget. The projected remaining balance is (\$272,780.39), largely due to increased special education costs and unanticipated repairs in the various schools. On June 7, 2022, Diane Peters and I attended the Board of Finance meeting and requested the Excess Cost grant money received by the town from the Connecticut State Department of Education for the 2021-2022 school year be transferred to the Board of Education budget to cover the additional expense. Following the transfer of Excess Cost grant money to the Board of Education, should the projections be accurate, the end of year balance would be \$16,329.16. I plan to request the Board of Finance shift any remaining balance into the non-lapsing unexpended fund at the completion of the yearly audit to assist the district with completion of items on the Capital Improvement Plan, which was previously presented.

Mrs. Peters will be in attendance at the meeting on June 20, 2022, to provide more specific information regarding object codes and her projections, as well as respond to questions from the Board.

Stafford Public Schools
Business Office
11B Levinthal Run
Stafford Springs, CT 06076

MEMO

Date: June 10, 2022

To: Steven Moccio, Superintendent of Schools

From: Diane Peters, Business Manager

Subject: Financial Report as of May 31, 2022

The year-to-date expenditure report for the period of July 1 and May 31, 2022 is attached. Projected remaining balances are included; these projections are based on current activity and historical spending.

The salaries line, 100, is encumbered for filled positions and shows a current remaining amount of \$339,175.66. Remaining expenditures are projected to reduce this amount to a \$333,982.58 after payment for substitutes, stipends, and other amounts owed.

The remaining balance in the benefits line, 200, is \$230,610.65. Any amount remaining in the employee benefits line, 210, will be deposited into the health reserve and is not included in the projected remaining balance of \$37,983.74.

Professional services, line 300, are payments for services for student related services to comply with mandates, professional development, legal fees, consultants and the security officer. The remaining balance at this time is \$(185,979.64). The projected remaining balance is \$(23,143.84) after the Medicaid reimbursement is netted with the services line and after purchase orders with remaining unused balances are closed.

Repairs, rental and other property services has a remaining balance of \$(92,630.01). The projected remaining balance is \$(66,354.23) after receipt from the town of amounts paid by the district for the middle school roof project.

Transportation, tuition and other services have a remaining balance of \$(611,994.61) with a projected remaining balance of \$(233,834.01) after the excess cost reimbursement is factored in.

The remaining balance in the 600 line of the budget is \$41,524.04. The cost of supplies, like paper, have increased this year and are expected to continue rising. The projected remaining balance in the 600 line is \$3,196.00. Oil prices play a large part in this low

remaining balance, once we used all of the oil that was contracted for, we paid current prices which are much higher.

Line 700, equipment and software expenditures has a remaining balance at this time of (\$627.49) with a projected remaining amount of \$22,744.92. The district was awarded funding from the Emergency Connectivity Fund and once that money is received the remaining balance will increase.

The 800 line of the budget covers various membership dues, licensing fees and a debt service line for the solar project lease payment. Overall, the line has a remaining balance of \$7,141.01 with a projected remaining balance of \$41,754.00 after reducing the amount of debt service owed to the town for energy usage.

The unspent, unreserved amount of the 2021-22 budget is \$(272,780.39). Year to date expenses represent 82.82% of the total budget. The projected remaining balance for the 2021-22 budget is \$16,329.16 after Excess Cost and Medicaid have been applied to the balance and remaining expenses have been paid.

Stafford, CT Public Schools
Monthly Board Report For the Period 07/01/2021 through 05/31/2022

Fiscal Year: 2021-2022

	<u>Budget</u>	<u>Year To Date</u>	<u>Balance</u>	<u>Encumbrance</u>	<u>Budget Balance</u>		<u>Projected Year End Remaining Balance</u>
109 - Salaries Administrative	\$ 1,465,476.00	\$ 1,337,431.29	\$ 128,044.71	\$ 111,690.73	\$ 16,353.98	1.1%	\$ 16,353.98
110 - Salaries Certified Related (Substitute teachers, coaches, and other stipends)	\$ 444,995.74	\$ 446,643.71	\$ (1,647.97)	\$ 130,632.68	\$ (132,280.65)	-29.7%	\$ (132,280.00)
111 - Salaries Certified (Classroom teachers, pupil services staff members, library media and instructional specialists)	\$ 10,753,597.85	\$ 8,387,406.95	\$ 2,366,190.90	\$ 2,187,462.44	\$ 178,728.46	1.7%	\$ 178,000.00
112 - Salaries Non-Certified (Bookkeepers, cafeteria workers, custodians, maintenance, paraprofessionals, secretaries)	\$ 2,609,944.70	\$ 2,055,443.48	\$ 554,501.22	\$ 302,583.70	\$ 251,917.52	9.7%	\$ 256,000.00
114 - Salaries Non-Affiliated (Non-unionized positions - nurses, IT staff, supervisors and directors, business manager, specialists, BCBA, etc. .)	\$ 1,125,571.00	\$ 967,776.04	\$ 157,794.96	\$ 124,303.36	\$ 33,491.60	3.0%	\$ 25,708.60
115 - Salaries Non-Certified Related (Substitutes for non-certified and non-affiliated staff)	\$ 269,790.00	\$ 266,784.79	\$ 3,005.21	\$ 10,307.83	\$ (7,302.62)	-2.7%	\$ (8,000.00)
120 - Salary Other (Athletic event support staff)	\$ 16,500.00	\$ 17,082.63	\$ (582.63)	\$ 1,150.00	\$ (1,732.63)	0.0%	\$ (1,800.00)
100 Salaries Total	\$ 16,685,875.29	\$ 13,478,568.89	\$ 3,207,306.40	\$ 2,868,130.74	\$ 339,175.66	2.0%	\$ 333,982.58
210 - Employee Benefits	\$ 3,937,313.15	\$ 3,307,649.47	\$ 629,663.68	\$ 422,476.40	\$ 207,187.28	5.3%	\$ -
220 - Social Security (6.2% for most non-certified employees)	\$ 261,237.00	\$ 216,690.66	\$ 44,546.34	\$ 33,098.27	\$ 11,448.07	4.4%	\$ 11,000.00
221 - Medicare (1.45% for all staff except teachers hired prior to 1986)	\$ 260,010.00	\$ 202,051.67	\$ 57,958.33	\$ 44,936.29	\$ 13,022.04	5.0%	\$ 12,500.00
230 - Pension Contributions	\$ 720,412.00	\$ 717,625.01	\$ 2,786.99	\$ 7,317.47	\$ (4,530.48)	-0.6%	\$ (5,000.00)
260 - Unemployment Compensation	\$ 25,000.00	\$ 6,755.54	\$ 18,244.46	\$ 18,244.46	\$ -	0.0%	\$ 16,000.00
270 - Workers Compensation	\$ 230,909.74	\$ 227,426.00	\$ 3,483.74	\$ -	\$ 3,483.74	1.5%	\$ 3,483.74
200 Benefits Total	\$ 5,434,881.89	\$ 4,678,198.35	\$ 756,683.54	\$ 526,072.89	\$ 230,610.65	4.2%	\$ 37,983.74
323 - Contracted Instructional Services (Consultative services to comply with mandates)	\$ 209,536.25	\$ 338,581.17	\$ (129,044.92)	\$ 39,371.17	\$ (168,416.09)	-80.4%	\$ (121,543.84)

Stafford, CT Public Schools
Monthly Board Report For the Period 07/01/2021 through 05/31/2022

Fiscal Year: 2021-2022


	<u>Budget</u>	<u>Year To Date</u>	<u>Balance</u>	<u>Encumbrance</u>	<u>Budget Balance</u>		<u>Projected Year End Remaining Balance</u>
330 - Purch Prof/Tech Services (Professional Development and in-service)	\$ 48,400.00	\$ 24,656.32	\$ 23,743.68	\$ 2,433.49	\$ 21,310.19	44.0%	\$ 16,400.00
340 - Other Professional Services	\$ 210,810.00	\$ 169,206.69	\$ 41,603.31	\$ 80,477.05	\$ (38,873.74)	-18.4%	\$ (18,000.00)
300 Professional Services Total	\$ 468,746.25	\$ 532,444.18	\$ (63,697.93)	\$ 122,281.71	\$ (185,979.64)	-39.7%	\$ (123,143.84)
410 - Water and Sewer	\$ 24,200.00	\$ 21,485.38	\$ 2,714.62	\$ 3,135.24	\$ (420.62)	-1.7%	\$ (4,000.00)
420 - Custodial/Fire/Constable	\$ 3,744.61	\$ 5,031.71	\$ (1,287.10)	\$ 300.00	\$ (1,587.10)	-42.4%	\$ (1,600.00)
421 - Trash Removal	\$ 41,389.00	\$ 42,128.74	\$ (739.74)	\$ 8,714.42	\$ (9,454.16)	-22.8%	\$ (5,000.00)
430 - Repairs and Maintenance	\$ 483,302.68	\$ 504,655.65	\$ (21,352.97)	\$ 64,310.25	\$ (85,663.22)	-17.7%	\$ (60,249.23)
442 - Lease Rental	\$ 181,552.00	\$ 161,717.96	\$ 19,834.04	\$ 15,338.95	\$ 4,495.09	2.5%	\$ 4,495.00
400 Repairs, Rental, and Other Prop. Svcs Total	\$ 734,188.29	\$ 735,019.44	\$ (831.15)	\$ 91,798.86	\$ (92,630.01)	-12.6%	\$ (66,354.23)
510 - Student Transportation	\$ 2,491,817.12	\$ 1,927,570.44	\$ 564,246.68	\$ 589,156.08	\$ (24,909.40)	-1.0%	\$ 127,881.14
520 - Property Insurance	\$ 131,934.95	\$ 130,246.67	\$ 1,688.28	\$ -	\$ 1,688.28	1.3%	\$ 1,688.00
521 - Liability Insurance	\$ 111,336.76	\$ 116,165.04	\$ (4,828.28)	\$ -	\$ (4,828.28)	-4.3%	\$ (4,828.00)
530 - Communications (Mailings, interbuilding internet services, wireless service, and telephone service)	\$ 96,594.45	\$ 67,657.89	\$ 28,936.56	\$ 29,006.41	\$ (69.85)	-0.1%	\$ 10,000.00
540 - Advertising	\$ 750.00	\$ -	\$ 750.00	\$ -	\$ 750.00	100.0%	\$ 600.00
550 - Printing and Binding	\$ 2,097.00	\$ 1,331.76	\$ 765.24	\$ -	\$ 765.24	36.5%	\$ 250.00
560 - Out of District Tuition (Outplaced students and Vo-Ag)	\$ 1,065,470.91	\$ 1,231,528.56	\$ (166,057.65)	\$ 440,709.86	\$ (606,767.51)	-56.9%	\$ (382,425.15)
566 - Magnet School Tuition	\$ 103,316.00	\$ 98,537.49	\$ 4,778.51	\$ -	\$ 4,778.51	4.6%	\$ 4,000.00
580 - Travel	\$ 17,000.00	\$ 6,905.68	\$ 10,094.32	\$ 3,929.71	\$ 6,164.61	36.3%	\$ 9,000.00
581 - Athletic / Other Trips	\$ 65,671.27	\$ 40,246.78	\$ 25,424.49	\$ 14,990.70	\$ 10,433.79	15.9%	\$ -
500 Transp, Tuition, and Other Services Total	\$ 4,085,988.46	\$ 3,620,190.31	\$ 465,798.15	\$ 1,077,792.76	\$ (611,994.61)	15.0%	\$ (233,834.01)
610 - IT Supplies (Consumable supplies required for IT equipment)	\$ 5,600.00	\$ 4,212.89	\$ 1,387.11	\$ -	\$ 1,387.11	24.8%	\$ 1,200.00
611 - Instructional Supplies (Consumable instructional supplies used by teachers, staff, and students)	\$ 242,104.17	\$ 192,725.88	\$ 49,378.29	\$ 11,875.39	\$ 37,502.90	15.5%	\$ 35,000.00
613 - Building Services Supplies	\$ 97,900.00	\$ 85,856.66	\$ 12,043.34	\$ 7,450.81	\$ 4,592.53	4.7%	\$ (11,000.00)

Stafford, CT Public Schools
Monthly Board Report For the Period 07/01/2021 through 05/31/2022

Fiscal Year: 2021-2022

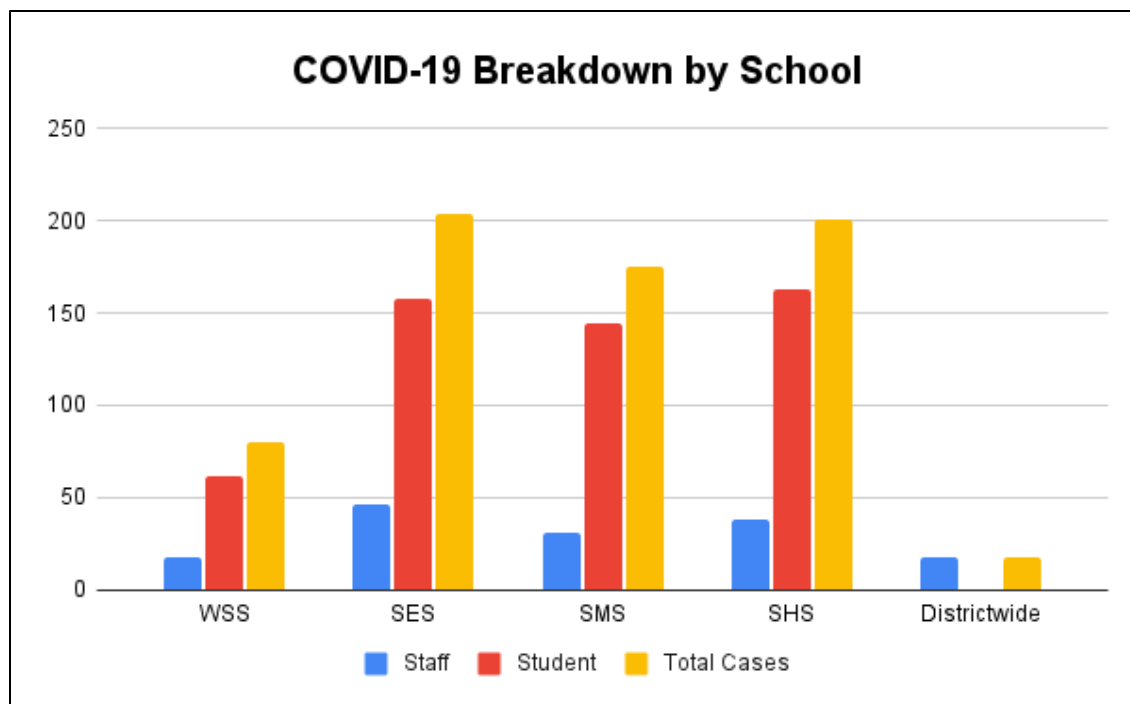
	<u>Budget</u>	<u>Year To Date</u>	<u>Balance</u>	<u>Encumbrance</u>	<u>Budget Balance</u>		<u>Projected Year End Remaining Balance</u>
620 - Fuel Oil	\$ 132,360.01	\$ 139,655.00	\$ (7,294.99)	\$ -	\$ (7,294.99)	-5.5%	\$ (34,754.00)
622 - Electricity	\$ 496,600.00	\$ 94,942.37	\$ 401,657.63	\$ 401,657.63	\$ -	0.0%	\$ -
623 - Propane Gas	\$ 38,224.00	\$ 41,034.18	\$ (2,810.18)	\$ 8,832.64	\$ (11,642.82)	-30.5%	\$ (3,000.00)
626 - Gasoline	\$ 4,000.00	\$ 1,007.90	\$ 2,992.10	\$ 1,992.10	\$ 1,000.00	25.0%	\$ 1,500.00
641 - Textbooks	\$ 47,000.00	\$ 33,048.40	\$ 13,951.60	\$ -	\$ 13,951.60	29.7%	\$ 13,725.00
642 - Library Materials	\$ 11,804.90	\$ 7,771.23	\$ 4,033.67	\$ 2,005.96	\$ 2,027.71	17.2%	\$ 525.00
600 Utilities, Instructional Supplies Total	\$ 1,075,593.08	\$ 600,254.51	\$ 475,338.57	\$ 433,814.53	\$ 41,524.04	3.9%	\$ 3,196.00
730 - Equipment	\$ 57,226.14	\$ 72,270.97	\$ (15,044.83)	\$ 8,730.25	\$ (23,775.08)	-41.5%	\$ (255.08)
735 - Computer Software	\$ 198,761.00	\$ 175,313.41	\$ 23,447.59	\$ 300.00	\$ 23,147.59	11.6%	\$ 23,000.00
700 Equipment and Software Total	\$ 255,987.14	\$ 247,584.38	\$ 8,402.76	\$ 9,030.25	\$ (627.49)	-0.2%	\$ 22,744.92
810 - Dues and Fees (IT licensing fees, district memberships, student festival and organization fees, drama productions)	\$ 205,500.20	\$ 198,359.19	\$ 7,141.01	\$ -	\$ 7,141.01	3.5%	\$ 7,000.00
830 - Debt-Related Expenditures (Yearly payment to Town of Stafford for Geothermal and Solar Lease)	\$ 140,000.26	\$ -	\$ 140,000.26	\$ 140,000.26	\$ -	0.0%	\$ 34,754.00
800 Dues and Fees Total	\$ 345,500.46	\$ 198,359.19	\$ 147,141.27	\$ 140,000.26	\$ 7,141.01	2.1%	\$ 41,754.00
Grand Total	\$ 29,086,760.86	\$ 24,090,619.25	\$ 4,996,141.61	\$ 5,268,922.00	\$ (272,780.39)	-0.9%	\$ 16,329.16

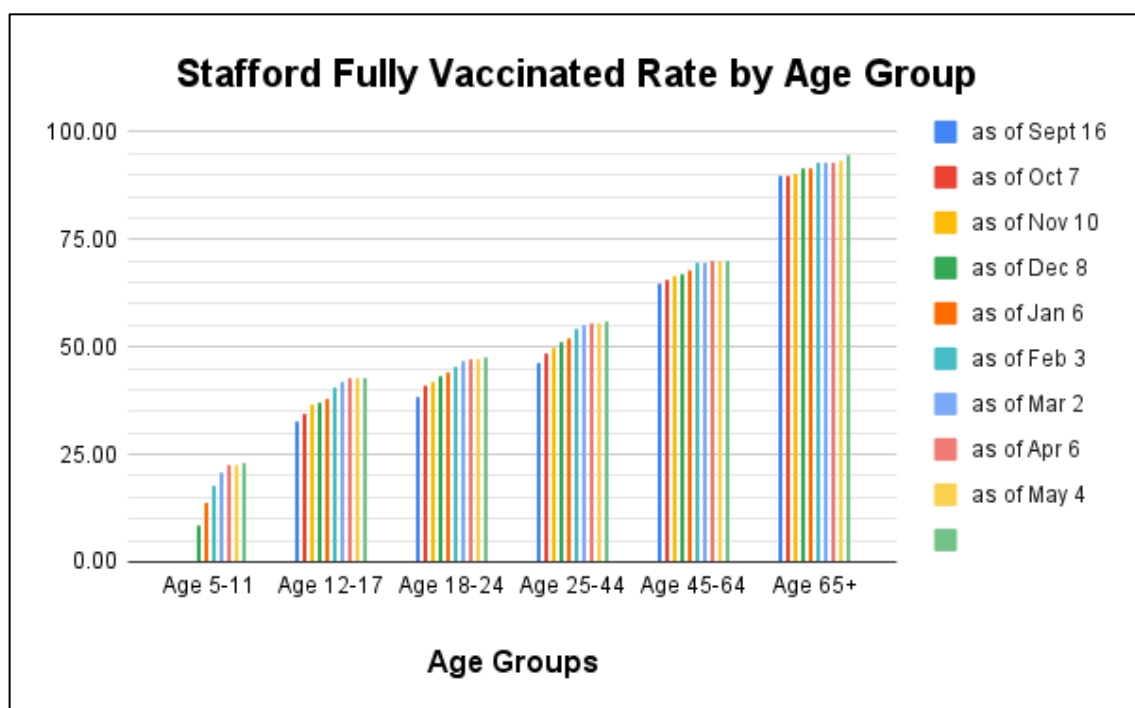
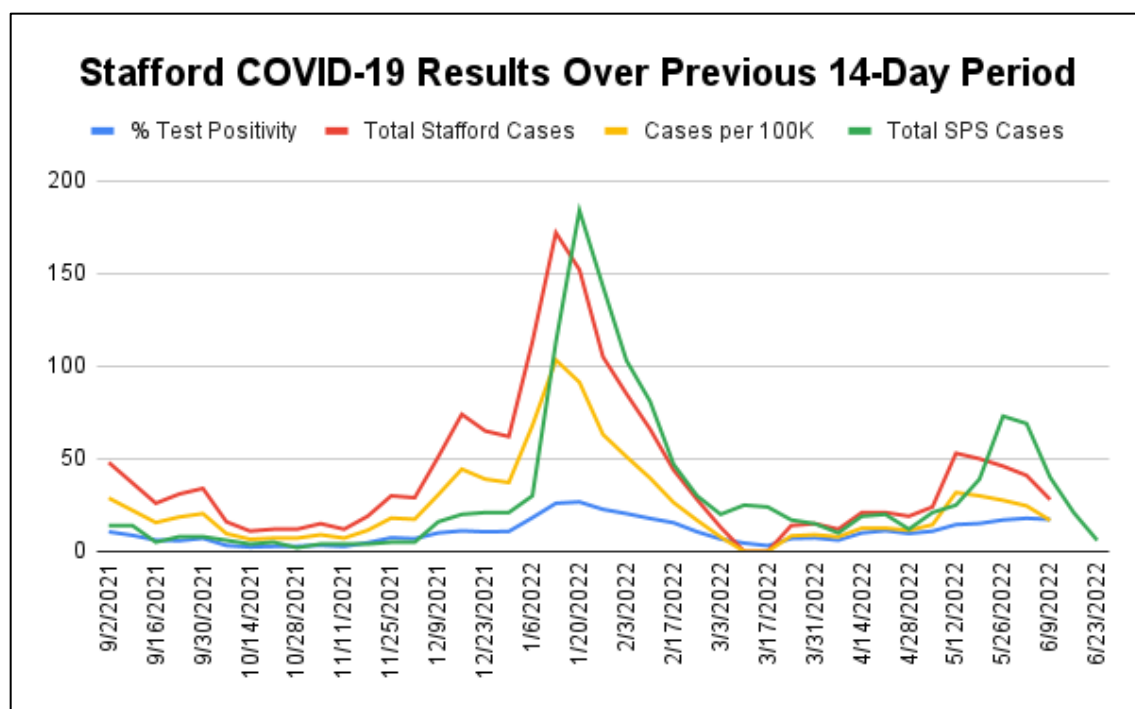
MEMO**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

TO: Board of Education
 FROM: Steven A. Moccio, Superintendent of Schools 
 SUBJECT: Update Regarding COVID-19 Cases and the Learning Plan for 2022-2023

This memorandum is to provide a final update regarding the number of positive COVID-19 cases during the 2021-2022 school year, as well as a preview of the revisions to the *Safe Return to In-Person Instruction and Continuity of Services Plan* for the 2022-2023 school year. The table and graphs that follow represent the totals for staff and students during the 2021-2022 school year.

Location	Cases (Aug 2021 – June 2022)		Total Cases (Staff & Students)
	Staff	Students	As of June 15
West Stafford	18	62	80
Stafford Elementary	46	158	204
Stafford Middle	31	144	175
Stafford High	38	163	201
District Staff	17	N/A	17
Totals	150	527	677






At the meeting on Monday, June 20, 2022, I will also provide a preview of the revised [Safe Return to In-Person Instruction and Continuity of Services Plan](#) for the 2022-23 school year. Mr. Steven Autieri, Director of Curriculum & Instruction, and I have scheduled an online session for July 14, 2022, at 5:30 p.m. via Zoom, to allow the plan to be reviewed with parents and staff, as well as provide them an opportunity to ask questions. The Zoom session will be recorded and posted to the district website for those that are unable to attend.

MEMO

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

TO: Board of Education
FROM: Steven A. Moccio, Superintendent of Schools 
SUBJECT: Presentation and Update Regarding Special Education


Attached is a memorandum from Ms. Kathie Gabrielson, Director of Pupil Services, regarding the updated Special Education Procedures and Practices Manual. The following hyperlink will provide access to the complete manual, which is 85-pages long – [SPS Special Education Procedure Manual](#). The manual is also accessible on the district website, as it is a “living” document that is updated to be in alignment with new laws or updates from Connecticut State Department of Education, as necessary.

Ms. Kathie Gabrielson and Ms. Jennifer Russell, Supervisor of Pupil Services, will provide a high-level overview of the document, which was formulated from a model special education procedures and practices manual created by the CSDE Bureau of Special Education. A committee of employees from across the district assisted with the creation of the manual.

Ms. Gabrielson and Ms. Russell will be in attendance at the meeting on June 20, 2022, to provide more specific information regarding the manual, as well as respond to questions from the Board.

MEMO

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

TO: Board of Education
FROM: Steven A. Moccio, Superintendent of Schools 
SUBJECT: Review and Possible Approval of Trip to Italy, April 2023

A memo has been included from Mr. Marco Pelliccia, Principal of Stafford High School, on behalf of Ms. Caren Falzarano, Stafford High School English Teacher, and Mrs. Rosalba Onofrio, Stafford High School World Language Teacher, for a trip to Italy in the spring of 2023. As you are aware, the new Italian course has been met with much success and an additional Italian II course is being offered for the 2022-2023 school year. International trips are valuable opportunities for "hands on" experiential learning, while allowing students to immerse themselves in another culture. A detailed 9-day, 8-night itinerary, along with accompanying information and required forms have also been provided for your review.

According to the attached documents, the trip will be organized through Explorica and each participant will assume the cost of his/her own travel, which is estimated to be \$3,731. The trip is planned for April 6, 2023, through April 14, 2023, which is during Spring Vacation, meaning students and teachers will not be missing any instructional days. The documentation also indicates that there will be one adult chaperone per five students, meeting the requirements of Board of Education Policy 6153, Field Trips / Foreign Trips, and its accompanying regulation.

While current Board policy requires the recommendation and approval of foreign trips from the Superintendent, I would like the Board to be involved in this process due to heightened security considerations and implemented health measures internationally.

RECOMMEND the Board of Education approve the Stafford High School trip to Italy from April 6, 2023, through April 14, 2023, as presented.

Stafford High School Memorandum

To: Steven Moccio, Superintendent of Schools

From: Marco R. Pelliccia, Principal SHS

Subject: SHS Italy Trip Proposal, 2023

Date: June 14, 2022

CC: Christine Marinelli, Administrative Assistant to the Superintendent of Schools

I have reviewed Ms. Falzarano's & Mrs. Onofrio's Italy trip proposal for April of 2023, and I have determined this extraordinary education experience to be a wonderful opportunity for our Stafford High School students.

Ms. Falzarano has planned and facilitated numerous international trips over the years, and each and every one of them has been a resounding success. Ms. Falzarano has always ensured that safety and security of our students is paramount.

As you will see, we have included our International Field Trip participation forms in this proposal to ensure full transparency and compliance. All participants and their families will be required to sign and return these forms prior to departure. In addition to the International Field Trip participation forms, we have included a sample itinerary, information around pricing, and a certificate of liability insurance, provided by Explorica by WorldStrides.

memo

To: Marco Pelliccia
From: Caren Falzarano
Rosalba Onofrio

Date: 26 May 2023
Re: Italy Trip proposal for April 2023

Comments: Marco, attached you will find the proposed itinerary for a Italy trip in mid April of 2023. The purpose of this memo is to have it placed on the Board of Education agenda in the near future. I have enclosed one itinerary which is for a 9 day trip. In addition, I have included the pricing and the certificate of the company Explorica. Furthermore, I have attached the International trip/student conduct agreement as well as the Preliminary Plan for SHS foreign trips.

As always, feel free to stop by our classrooms and/or e-mail us with any questions you may have. The information below is from US Department of State—Bureau of Consulate Affairs as :

Terrorist groups continue plotting possible attacks in Italy. Terrorists may attack with little or no warning, targeting tourist locations, transportation hubs, markets/shopping malls, local government facilities, hotels, clubs, restaurants, places of worship, parks, major sporting and cultural events, educational institutions, airports, and other public areas. of June 1, 2022.

*** Effective **December 6, 2021**, all air passengers 2 years or older (*citizens of all nationalities, including U.S. citizens, whether vaccinated or unvaccinated*) with a flight departing to the US from a foreign country, are required show a negative COVID-19 viral test result taken no more than 1 day before travel, or documentation of having recovered from COVID-19 in the past 90 days, before they board their flight. Air passengers will also be required to confirm in the form

Preliminary Plans and Criteria for Stafford High School Foreign Trip
Proposed departure: April 2023. The length of the trip is eight days.
10-19 students are anticipated.

1. Expression of interest by staff, students, or community

Students have asked us to sponsor a trip to Italy as a result of studying a World Language, World Culture and World Literature this year.

2. Suitability of trip for educational purposes and school programs

See attached itinerary.

3. Parental acceptance

We hold a preliminary meeting with itinerary and expectations clearly outlined.

4. Assessment of political climate overseas

Good.

5. Cost and time feasibility

April vacation (April 6-14)

6. Sources of funding

Parents, students

7. Continual review of plans by administration and recommendations

We always have open lines of communication with the administrators.

8. Planned and publicized itinerary

Initial itinerary is attached.

9. Chaperone and supervision

One chaperone for every five students.

10. Housing and travel plans

Hotel accommodations are usually three star. List of itinerary and hotel numbers are given to us two weeks before we leave. We leave a copy with the administration.

11. Local acceptance of agency conducting trip
We have traveled with Explorica Tours for over two years.

12. Insurance Coverage—accident, health and liability for actions of participants if necessary.

See attached. Company will provide further information if needed.

13. Communication network with parents and local school authorities for emergencies.

A phone list is established and we would create a group in What's App; Explorica Tours has international offices; and parents have hotel numbers.

14. Necessary health preparation – inoculation, visas, etc.

I do ask for a signed medical form from each student, which I have with me at all times in case of accident or illness. Current COVID protocols will be assessed prior to departure.

15. Contingency plans for students who may be incapacitated on trip and health services available while on the trip

One chaperone or company representative stays behind until a parent comes or a student is sent back on plane.

16. Outline of responsibilities of students and chaperones
Guidelines provided by the Board of Education relative to school trips as follows:

a) Chaperones will be responsible for the general supervision and well-being of the students. This will include the enforcing of rules and regulations which have been pre-determined within the framework of general school rules and policies.

b) Student responsibilities will include the following:

1. Comply with all reasonable rules and guidelines established in accordance with school policies and regulations.
2. Abide by all rules established by the travel agency or tour organizers.
3. Proper personal conduct.
4. Proper attire.
5. Respect for person and property.
6. Remain at all times under the normal supervision of the chaperone.

Curfew will be set depending on activities scheduled. Eleven p.m. is the most usual curfew time. No curfew will extend beyond 12:00 a.m.



Best of Italy

explorica.com/Falzarano-3280

April 06 - April 14, 2023

Day 1 Start tour

Day 2 Ciao Florence

Meet your tour director, travel to Florence & check into hotel
Traditional Italian pizza dinner

Day 3 Florence landmarks

Florence guided walking sightseeing tour with Whisper headsets:
Palazzo Vecchio, Piazza della Signoria, Chiesa di Santa Croce, Ponte Vecchio, Duomo visit, Leather Workshop, Gates of Paradise, Giotto's Bell Tower, Dante's House
Optional Pisa guided excursion : Baptistry visit, Leaning Tower

Day 4 Florence--Venice

Travel to Venice via Verona
Verona tour director-led sightseeing: Romeo and Juliet balcony, Verona Arena

Day 5 Venice landmarks

Venice guided walking sightseeing tour with Whisper headsets: St. Mark's Square, St. Mark's Basilica, Doge's Palace visit, Glass-blowing demonstration

Day 6 Venice--Assisi

Travel to Assisi
St. Francis of Assisi Basilica visit

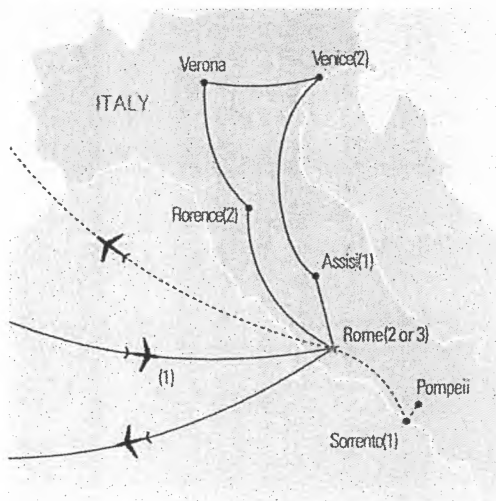
Day 7 Assisi--Rome

Travel to Rome
Ancient Rome guided walking sightseeing tour with Whisper headsets:
Colosseum visit, Forum Romanum visit, Piazza Venezia

Day 8 Rome

Vatican City guided walking sightseeing tour with Whisper headsets:
Vatican Museums & Sistine Chapel visit, St. Peter's Basilica visit
Rome city walk: Spanish Steps, Trevi Fountain, Pantheon, Piazza Navona
Authentic trattoria dinner

Day 9 End tour



Reserve Your Spot!



Tour Center ID: Falzarano-3280
Registration deadline: May 26, 2022

What's included

We provide everything you need for a remarkable trip:

- Round-trip airfare
- 7 overnight stays (9 with extension) in hotels with private bathrooms
- Full European breakfast daily
- Dinner daily
- Full-time services of a professional tour director
- Guided sightseeing tours and city walks as per itinerary
- Visits to select attractions as per itinerary
- Guided sightseeing tours with high-tech headset as per itinerary
- Tour Diary™
- Local Guide and Local Bus Driver tips; see note regarding other important tips
- Note: On arrival day only dinner is provided; on departure day, only breakfast is provided
- Note: Tour cost does not include airline-imposed baggage fees, or fees for any required passport or visa. Optional excursions, optional pre-paid Tour Director and multi-day bus driver tipping, among other individual and group customizations will be listed as separate line items in the total trip cost, if included.

Tour investment

Students (travelers under the age of 23): \$3,731

Adults (age 23 and over): \$4,171

Automatic monthly payment plan

Pay just \$50 upon enrollment and the balance will be divided into equal monthly payments, charged automatically to your credit card or checking account. As of May 24, 2022, your monthly payment would be just \$460.12. (Manual plan also available; learn more on explorica.com/paymentplans.)

Travel protection

Most Explorica travelers protect their investment with one of our trusted plans, starting from just \$12 per day. To learn more, visit explorica.com/cfar.

Enroll online,
by phone, or by mail



Visit explorica.com/Falzarano-3280



Use Falzarano-3280 to register



1.888.310.7121

←explorica→
by WorldStrides

Download and complete
a paper application on
explorica.com/resources

Mail to:
PO Box 9033
Charlottesville, VA 22900-9033

**Stafford Public Schools
International Trip
Student Conduct Agreement**

My child _____ has my permission to participate in the Italy trip expected to take place on or about April 6-14, 2023. This trip is school-sponsored and will be conducted under the supervision of Caren Falzarano and Rosalba Onofrio. I understand that the trip will involve touring France and Spain. My child and I understand that during the Stafford High School travel experience, my child will be representing the Stafford Public Schools, the State of Connecticut, and the United States of America.

My child and I understand and agree to the following guidelines governing student conduct during the trip:

1. Students acknowledge that their behavior while abroad will reflect on themselves, their families, their teachers, their school, and their country, and they will thus conduct themselves appropriately and in a manner that is expected of every Stafford public school student at all times in accordance with this Student Conduct Agreement.
2. Students will at all times follow local law, all rules and instructions given by chaperones, the rules and school handbook of their school, and all Stafford Board of Education Policies and regulations.
3. Students will at all times be respectful to tour guides, tour managers, bus drivers, chaperones and all other individuals with whom the student comes into contact. Additionally, students will at all times be courteous in hotels and on all methods of transportation.
4. Students will observe all arranged meeting times and curfews established by the rules of the trip and the chaperones. Students will at all times remain with a peer during free times and, after curfew, will not leave his/her own room. Students will at no time leave the hotel individually or in groups after the group has checked in for the night, unless accompanied by a chaperone.
5. During sightseeing portions of the trip, the group will generally stay together. From time to time, the chaperones might agree to split into smaller supervised groups for certain defined periods of time, but at no time will any student be permitted to set off on his/her own.
6. Students will assume responsibility for their own belongings and will take special precautions to protect money, ATM/cash cards, passports, and train and airplane tickets.
7. Students will at no time operate a motor or motorized vehicle or purchase, possess, distribute, or use tobacco products or illegal drugs regardless of the legality of such purchase, possession, distribution, or use under local law.
8. Students will not purchase, possess, distribute, or consume drugs or alcoholic beverages, regardless of the legality of such purchase, possession, distribution, or consumption, or use under local law.

**Stafford Public Schools International Trip
Medical Information and Protocols Understanding and Authorization Form**

Student name: _____ Date: _____

Name of Primary Care Physician: _____

Office Address: _____

Phone number: _____ Fax number: _____

Date of Student's Last Physical Exam: _____

Emergency Contact Person: _____

Phone number: _____ Email Address: _____

Relationship of Emergency Contact Person: _____

Does this person have authority to make medical decisions for the student? _____

Secondary Emergency Contact Person: _____

Phone number: _____ Email Address: _____

Relationship of Secondary Emergency Contact Person: _____

Does this person have authority to make medical decisions for the student? _____

1. Does your child have any health conditions?

2. Is your child under any medical treatment?
(Please indicate name of treatment or medication, dosage and directions for use.)

3. Does your child have any allergies? (Please list foods, medications or other allergies.)

**Stafford Public Schools International Trip
Medical and Illness Protocols Understanding and Authorization**

1. At the first sign of illness or injury, my child will immediately alert one of the chaperones in person or by telephone of his/her medical or health status.
2. The chaperones will then promptly make arrangements for my child to receive medical care, which may be from a local doctor, dentist or other healthcare professional, or, in the case of an emergency, a hospital or urgent care center.
3. I further understand that the expense of any medical visit will be borne by me. If a chaperone pays for such medical care, I understand that I am responsible for promptly reimbursing such chaperone.
4. As soon as possible, I understand that the chaperones will attempt to contact me in order to discuss my child's illness and in order to consult me regarding medical decision-making. However, I understand that it may not always be possible to reach me or one of the emergency contacts listed above in a timely manner. In such cases, I authorize the chaperones to make medical and health decisions for my child in the best interest of my child. Such medical and health decisions include whether to hospitalize, secure proper treatment for, and authorize injection, anesthesia, or surgery for my child.
5. If I cannot be reached to discuss the medical decision and the chaperones must make a decision regarding my child's medical condition or illness, the chaperones will notify me of the decision at the earliest possible opportunity.
6. In the rare event that my child develops a serious illness or injury and must be evacuated back to the United States, I understand that I will bear the cost for such transportation and care of my child and any costs associated with doing so, including for chaperones who must accompany my child.

I have read and I understand the above Medical and Illness Protocols for the trip and I have discussed these Protocols in depth with my child so that my child fully understands such Protocols. I agree to and authorize the use of such Medical and Illness Protocols for my child during his/her participation on the trip.

I further agree that I have read and understand, by going to their respective websites, any travel warnings from the U.S. Department of State or from the United States Centers for Disease Control regarding travel to France and Spain.

Parent/Guardian signature

Date

Acknowledgment and Assumption of Risks

Participant or Parent acknowledges and agrees that the travel program presents risks to the Participant and his or her property, that he/she has reviewed and understands the literature describing the program and the risks involved, and that he/she is responsible for evaluating those risks. Based on that understanding and evaluation, he/she agrees that the Board is not responsible for any injury, loss or damage to the Participant's person or property in connection with the travel generally and the activities associated with the program, whether resulting in acts or omissions of any person, except to the extent that the injury, loss or damage is caused by the gross negligence or willful misconduct of the Board, its officers, trustees, faculty, employees, agents or representatives. Participant and Parent have discussed the activities and risks, and the Participant chooses to participate nevertheless.

Agreements of Release

The Participant or Parent, and his/her heirs, executors, administrators, representatives and assigns, hereby release and discharge the Stafford Board of Education (the "Board"), its officers, trustees, faculty, employees, agents and representatives, (individually and collectively referred to as "Released Parties") from, and agree not to sue any Released Party for, any and all claims that may arise from the travel program, any accident, illness or injury arising from the travel program, any liability, and any damage or injury caused by the Participant's negligence or willful acts or any other participant's acts or omissions during participation in a travel program, except to the extent caused by the gross negligence or willful misconduct of the Released Party.

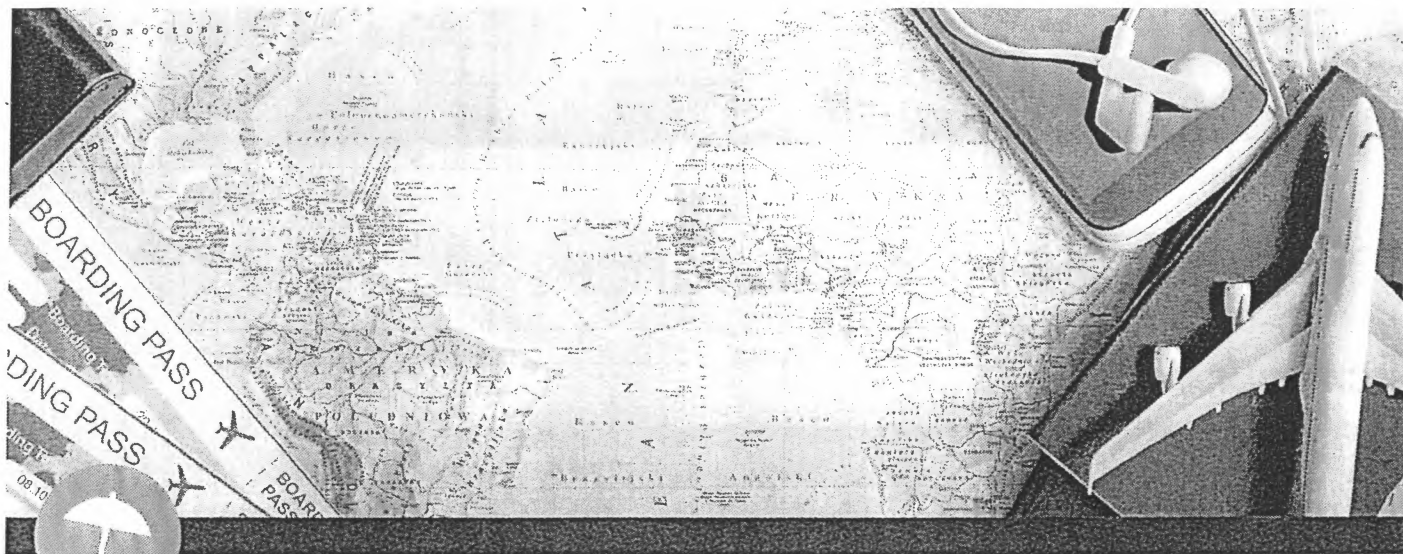
Additional Provisions

Participant or Parent have read and understand, in addition to this Agreement, general trip information, Student Conduct Agreement, and Medical and Illness Protocols.

Participant or Parent represents that medical professionals have verified that Participant has no past or current physical or psychological condition that might adversely affect his or her participation in these activities, other than as described on the Medical Information and Protocols Form. Participant is fully capable of participating in this activity, with or without reasonable accommodations, without causing harm to himself/herself or others.

The Board's staff members may obtain or provide emergency hospitalization, surgical or other medical care for the Participant. In case of emergency, Participant or Parent understands that efforts will be made to secure proper treatment; and the Board, through its trip leaders, is authorized to administer aid and engage the services of a physician, dentist, or hospital if they deem it reasonable and necessary. In the case of medical emergency, the physician selected may hospitalize, secure proper treatment for, and order injection, anesthesia, or surgery for the Participant. The Board and any third-party medical care provider are authorized to exchange pertinent medical information. Efforts will be made to contact Parent and Emergency Contact in the event of medical emergency or serious illness involving the Participant, and to secure such person's consent prior to treatment. The cost of evacuation and such medical services, as well as any costs incurred by the Board's staff while accompanying the Participant, including lodging, transportation, and any costs related to rejoining the rest of the group, will be charged to and paid by Participant or Parent.

Participant or Parent authorizes the Board to use photos, videos, recordings, statements and written reports which may include the participant or be taken of or by the participant by the Board or others, in any manner the Board desires, for advertising, display, education, audio/visual or other use, and without compensation.



Cancellation policies & insurances

What is the cancellation policy?

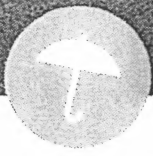
Before the tour begins, Explorica reserves space for each enrolled traveler and thus incurs costs. For this reason, we must charge cancellation fees. In order to protect your travel investment in the event you need to cancel your tour, Explorica recommends purchasing a travel protection plan. The following cancellation policies apply:

INTERNATIONAL TOURS

If you withdraw this many days prior to departure	The following cancellation fees apply
More than 151 days	\$300 + the \$99 non-refundable deposit
150 – 111 days	\$500 + the \$99 non-refundable deposit
110 – 76 days	50% of all fees + non-refundable deposit
75-31 days	75% of all fees + the \$99 non-refundable deposit
30 days or less	No refund*

*If you notify us of your cancellation in writing at least 24 hours prior to your departure you will receive a \$100 refund

←explorica→
by WorldStrides



Cancellation policies & insurances

Travel insurance

Through Trip Mate, our third-party travel protection plan provider, four out of five Explorica travelers protect their tours with our travel protection plans. Explorica offers two great plans that help protect your educational travel investment.

Explorica's Travel Protection Plan

Our standard travel protection plan covers your for the following events:

- A traveler's injury, sickness, or death of a family member
- Theft of passport or visas
- Flight cancellations due to strike or bad weather
- Loss of luggage and personal effects
- Trip cancellation or trip interruption due to covered reasons such as a covered sickness, illness, injury or death
- Trip cancellation or trip interruption due to terrorist acts, as defined

The following benefits apply to both of Explorica's high-quality travel protection plans:

Trip cancellation or interruption

If you have to cancel or interrupt your Explorica trip after departure due to a covered injury, sickness, or death (your own or that of a travelling companion or a family member) or for other covered reasons such as: Cancellation or interruption of your trip due to: inclement Weather, unannounced strike, or mechanical breakdown that causes complete cessation of service of your common carrier for at least 12 consecutive hours; a documented traffic accident while enroute to departure; being hijacked or quarantined; jury duty; destruction of your home or destination by fire, flood, burglary or natural disaster; being called to the emergency service of government to provide aid or relief in the event of a natural disaster; a documented theft of passports or visas; a transfer or employment of 250 miles or more; a terrorist incident which occurs in a city listed in the itinerary of your trip provided the terrorist incident occurs within 30 days prior to the Scheduled Departure Date for your trip; or revocation of military leave due to war.

Reinstating enrollment

Participants who have cancelled and then want to rejoin the tour must pay a \$50 reinstatement fee, plus any difference between the old and new Tour Fees and any applicable late fees, and their enrollment is subject to availability and to all conditions governing late enrollments (if applicable). Travelers must also re-purchase insurance (if applicable). If no space becomes available, all original cancellation fees apply.



Cancellation policies & insurances

Explorica's Travel Protection Plan Plus

Along with providing you the same benefits as our standard Travel Protection Plan, the Explorica Travel Protection Plan Plus also includes our exclusive Cancel For Any Reason Waiver Benefit.

With our Cancel for Any Reason Waiver Benefit, if you cancel your trip for any reason not otherwise covered by this policy, we will reimburse you for **75% of the non-refundable cancellation fees** which apply to your trip, provided:

1. Payment for this plan is received by Explorica within 14 days of your initial deposit/payment for your trip; and
2. You cancel your trip thirty (30) days or more before your scheduled trip departure date.

This Cancel for Any Reason Waiver Benefit does not cover: 1) penalties associated with any air or other travel arrangements not provided by Explorica; 2) failure of Explorica to provide the bargained-for travel arrangements due to cessation of operations for any reason.

The Cancel for Any Reason Waiver Benefit is provided by Explorica and is not an insurance benefit underwritten by United States Fire Insurance Company and must be purchased within 14 days of your initial payment for your trip.

The Explorica Travel Protection Plan benefits are administered by: Trip Mate, Inc. (In CA, dba Trip Mate Insurance Agency), 9225 Ward Parkway, Suite 200, Kansas City, Missouri 64114; tel. 1.800.888.7292.

The Explorica Travel Protection Plan is underwritten by Arch Insurance Company, Jersey City, NJ.

The cost for Explorica's Travel Protection Plan is \$12 per day of your tour, maximum \$180. This plan must be purchased at the time of enrollment, and cannot be refunded once selected.

The cost for Explorica's Travel Protection Plan Plus is \$18 per day of your tour, maximum \$270. This plan must be purchased at the time of enrollment, and cannot be refunded once selected.

Plan Documents for



BOOK.PROTECT.ENJOY.
A Safer Way to Travel



Travel Protection Plan

Please Note: This Plan may not be purchased after You have made final payment for Your Trip.

TripMate
Your partner in travel

IMPORTANT CONTACT INFORMATION

Plan Number: UF433E

Please review these Plan Documents as they provide complete details of the Plan Benefits and Services. Have questions? You can call us toll-free at the number listed below. You can also view many Frequently Asked Questions at www.tripmate.com.

Customer Service

1-833-297-2255

To Report A Claim

Present all claims to the Program Administrator:

Online at: www.travelclaimsonline.com

Plan Number: UF433E

Trip Mate, Inc.

(In CA & UT, dba Trip Mate Insurance Agency)
9225 Ward Parkway, Suite 200
Kansas City, Missouri 64114

Generali Global Assistance

To assist You while traveling, Generali Global Assistance multi-lingual professionals are available 24 hours a day/365 days a year providing medical, legal and travel assistance services. A complete list of these services is included with this Plan.

To Contact Generali Global Assistance During Your Trip:

Toll-Free in the US and Canada

1-833-430-3653

Collect Outside the US

1-954-308-3925

ops@gga-usa.com

Plan Number: UF433E

The 24-Hour Assistance Services are provided by:
Generali Global Assistance

Plan Documents for



BOOK. PROTECT. ENJOY.
A Safer Way to Travel



Travel Protection Plan

Please Note: This Plan may not be purchased after You have made final payment for Your Trip.


TripMate
Your partner in travel

IMPORTANT CONTACT INFORMATION

Plan Number: UF433E

Please review these Plan Documents as they provide complete details of the Plan Benefits and Services. Have questions? You can call us toll-free at the number listed below. You can also view many Frequently Asked Questions at www.tripmate.com.

Customer Service
1-833-297-2255

To Report A Claim

Present all claims to the Program Administrator:

Online at: www.travelclaimsonline.com

Plan Number: UF433E

Trip Mate, Inc.
(In CA & UT, dba Trip Mate Insurance Agency)
9225 Ward Parkway, Suite 200
Kansas City, Missouri 64114

Generali Global Assistance

To assist You while traveling, Generali Global Assistance multi-lingual professionals are available 24 hours a day/365 days a year providing medical, legal and travel assistance services. A complete list of these services is included with this Plan.

To Contact Generali Global Assistance During Your Trip:

Toll-Free in the US and Canada

1-833-430-3653

Collect Outside the US

1-954-308-3925

ops@gga-usa.com

Plan Number: UF433E

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- g. unannounced Strike that causes complete cessation of services for at least 12 consecutive hours of the Common Carrier on which You are scheduled to travel;
- h. Inclement Weather that causes complete cessation of services for at least 12 consecutive hours of the Common Carrier on which You are scheduled to travel;
- i. mechanical breakdown that causes complete cessation of services for at least 12 consecutive hours of the Common Carrier on which You are scheduled to travel;
- j. a government-mandated shutdown of an airport or air traffic control system due to a Natural Disaster;
- k. You or Your Traveling Companion is in the military and called to emergency duty for a national disaster other than war;
- l. involuntary employer termination or layoff affecting You or a Traveling Companion. Employment must have been with the same employer for at least 1 continuous year;
- m. a Terrorist Incident that occurs within 30 days of Your Scheduled Departure Date in a city listed on the itinerary of Your Trip. Benefits are not provided if the Travel Supplier offers a substitute itinerary;
- n. revocation of Your previously granted military leave or re-assignment due to war. Official written revocation/re-assignment by a supervisor or commanding officer of the appropriate branch of service will be required.

The maximum payable under this Trip Cancellation Benefit is the lesser of the total amount of coverage You purchased or the Maximum Benefit Amount shown in the Schedule of Benefits.

Single Supplement

Benefits will be paid, up to the Maximum Benefit Amount, for the additional cost incurred as a result of a change in the per person occupancy rate for Prepaid Travel Arrangements if a Traveling Companion's or Family Member's Trip is canceled for a covered reason and You do not cancel Your Trip.

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

TRIP INTERRUPTION

Benefits will be paid, up to the Maximum Benefit Amount shown in the Schedule of Benefits, to reimburse You for unused non-refundable land or water Travel Arrangements plus the Additional Transportation Cost paid:

- a. to join Your Trip if You must depart after Your Scheduled Departure Date or travel via alternate travel arrangements by the most direct route possible to reach Your Trip destination; or
- b. to rejoin Your Trip or transport You to Your originally scheduled return destination, if You must interrupt Your Trip after departure, each by the most direct route possible.

Trip Interruption must be due to:

- 1. Your or a Family Member's or a Traveling Companion's or a Business Partner's death, which occurs while You are on Your Trip;
- 2. Your or a Family Member's or a Traveling Companion's or a Business Partner's covered Sickness or Injury which: a) occurs while You are on Your Trip; b) requires Medical Treatment at the time of interruption resulting in medically imposed restrictions, as certified by a Legally Qualified Physician; and c) prevents Your continued participation on Your Trip;
- 3. For the **Other Covered reasons** listed below;

provided such circumstances occur while coverage is in effect.

"Other Covered Reasons" means:

- a. You or Your Traveling Companion being hijacked, quarantined, required to serve on a jury (notice of jury duty must be received after Your Effective Date) served with a court order to appear as a witness in a legal action in which You or Your Traveling Companion is not a party (except law enforcement officers);

- b. Your or Your Traveling Companion's primary place of residence or destination being rendered uninhabitable by fire, flood, burglary or other Natural Disaster; We will only pay benefits for Losses occurring within 30 calendar days after the Natural Disaster makes Your destination accommodations uninhabitable. Your primary place of residence or destination is uninhabitable if: (i) the building structure itself is unstable and there is a risk of collapse in whole or in part; (ii) there is exterior or structural damage allowing elemental intrusion, such as rain, wind, hail, or flood; (iii) immediate safety hazards have yet to be cleared such as debris on roofs or downed electrical lines; or (iv) the property is without electricity or water. Benefits are not payable if a storm, snow storm, blizzard or hurricane is named on or before the Effective Date of Your Trip Cancellation coverage;
- c. Your or Your Traveling Companion's place of employment is rendered unsuitable for business due to fire, flood, burglary or other Natural Disaster and You and/or Your Traveling Companion are required to work as a result;
- d. a documented theft of passports or visas;
- e. a permanent transfer of employment of 250 miles or more;
- f. You or Your Traveling Companion being directly involved in a traffic accident, substantiated by a police report, while en route to Your scheduled point of departure;
- g. unannounced Strike that causes complete cessation of services for at least 12 consecutive hours of the Common Carrier on which You are scheduled to travel;
- h. Inclement Weather that causes complete cessation of services for at least 12 consecutive hours of the Common Carrier on which You are scheduled to travel;
- i. mechanical breakdown that causes complete cessation of services for at least 12 consecutive hours of the Common Carrier on which You are scheduled to travel;
- j. a government-mandated shutdown of an airport or air traffic control system for reasons other than terrorism or an act of war;
- k. You or Your Traveling Companion is in the military and called to emergency duty for a national disaster other than war;
- l. involuntary employer termination or layoff affecting You or a Traveling Companion. Employment must have been with the same employer for at least 1 continuous year;
- m. a Terrorist Incident that occurs within 30 days of Your Scheduled Departure Date in a city listed on the itinerary of Your Trip. Benefits are not provided if the Travel Supplier offers a substitute itinerary;
- n. revocation of Your previously granted military leave or re-assignment due to war. Official written revocation/re-assignment by a supervisor or commanding officer of the appropriate branch of service will be required.

Additional Trip Interruption Benefits:

If Your Traveling Companion must remain hospitalized, benefits will also be paid for reasonable accommodation and local transportation expenses incurred by You to remain with Your Traveling Companion up to \$100 per day, limited to 5 days.

If You cannot continue travel 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 Legally Qualified Physician, benefits will be paid for additional hotel nights, meal(s) and local transportation expenses up to \$100 per day, limited to 5 days.

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

MISSED CONNECTION

If You miss Your Trip departure because Your arrival at Your Trip destination is delayed for 3 or more hours, due to:

- a. any delay of a Common Carrier (the delay must be certified by the Common Carrier);

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

24 HOUR ACCIDENTAL DEATH AND DISMEMBERMENT

We will pay the percentage of the Principal Sum shown in the Table of Losses below when You, as a result of an Injury occurring during Your Trip sustain a loss shown in the Table of Losses below. The loss must occur within one hundred eighty one (181) days after the date of the Injury causing the loss. The Principal Sum is the Maximum Benefit Amount shown in the Schedule of Benefits.

Table of Losses	
Type of Loss	Benefit Amount
Loss of Life	100% of Principal Sum
Loss of both hands	100% of Principal Sum
Loss of both feet	100% of Principal Sum
Loss of both eyes	100% of Principal Sum
Loss of one hand and one foot	100% of Principal Sum
Loss of one hand and one eye	100% of Principal Sum
Loss of one foot and one eye	100% of Principal Sum
Loss of one hand	50% of Principal Sum
Loss of one foot	50% of Principal Sum
Loss of one eye	50% of Principal Sum

Loss of hand or hands, or foot or feet, means severance at or above the wrist joint or ankle joint, respectively.

Loss of eye or eyes means the total and irrecoverable loss of the entire sight thereof.

Only one of the amounts shown above (the largest applicable) will be paid for injuries resulting from one accident.

The benefit for loss of: (a) two limbs; (b) both eyes; or (c) one limb and one eye is payable only when such loss results from the same accident.

The Principal Sum is shown in the Schedule of Benefits.

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

BAGGAGE AND PERSONAL EFFECTS

Benefits will be provided to You, up to the Maximum Benefit Amount shown in the Schedule of Benefits: (a) against all risks of permanent loss, theft or damage to Your Baggage and Personal Effects; (b) subject to all General Exclusions and the Additional Limitations and Exclusions Specific to Baggage and Personal Effects in the Plan; and (c) occurring while coverage is in effect.

Valuation and Payment of Loss: The lesser of the following amounts will be paid:

- 1) the Actual Cash Value at the time of loss, theft or damage, except as provided below;
- 2) the cost to repair or replace the article with material of a like kind and quality; or
- 3) \$300 per article.

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 \$225 per article.

We may take all or part of a damaged Baggage as a condition for payment of loss. In the event of a loss to a pair or set of items, We will:

- 1) repair or replace any part to restore the pair or set to its value before the loss; or
- 2) pay the difference between the value of the property before and after the loss.

A combined maximum of \$600 will be paid for jewelry; precious or semi-precious stones; watches; articles consisting in whole or in part of silver, gold or platinum; furs or articles trimmed with fur; cameras and their accessories and related equipment.

A maximum of \$50 will be paid for the cost of replacing a passport or visa.

A maximum of \$50 will be paid for the cost associated with the unauthorized use or replacement of lost or stolen credit cards, subject to verification that You have complied with all conditions of the credit card company.

Baggage and Personal Effects does not include:

- 1) animals;
- 2) automobiles and automobile equipment;
- 3) boats or other vehicles or conveyances;
- 4) trailers;
- 5) motors;
- 6) aircraft;
- 7) bicycles, except when checked as baggage with a Common Carrier;
- 8) household effects and furnishings;
- 9) antiques and collectors items;
- 10) eyeglasses sunglasses, contact lenses, artificial teeth, dentures, dental bridges, retainers, or other orthodontic devices or hearing aids;
- 11) artificial limbs or other prosthetic devices;
- 12) keys, money, stamps and credit cards (except as otherwise specifically covered herein);
- 13) securities, stamps, tickets and documents (except as coverage is otherwise specifically provided herein);
- 14) professional or occupational equipment or property, whether or not electronic business equipment;
- 15) sporting equipment if the loss results from the use thereof; or
- 16) telephones or PDA devices, computer hardware or software.

BAGGAGE DELAY

We will reimburse You, up to the amount shown in the Schedule of Benefits, for the cost of reasonable additional clothing and personal articles purchased by You, if Your Baggage is delayed for 24 hours or more during Your Trip.

We will also reimburse You up to \$50 for expenses incurred during Your Trip to expedite the return of Your delayed Baggage. This coverage terminates upon Your arrival at the return destination of Your Trip.

Additional Limitations and Exclusions Specific to Baggage and Personal Effects:

Benefits are not payable for any loss 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) Your 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.

Additional Provisions applicable to Baggage and Personal Effects and Baggage Delay:

Benefits will not be paid for any expenses which have been reimbursed or for any services which have been provided by the Common Carrier, hotel or Travel Supplier.

Additional Claims Provisions Specific to Baggage

Your Duties After Loss of or Damage to Property or Delay of Baggage:

In case of loss, theft, damage or delay of baggage or personal effects, and You must:

- a) take all reasonable steps to protect, save or recover the property;
- b) promptly notify, in writing, either the police, hotel proprietors, ship lines, airlines, railroad, bus, airport or other station authorities, tour operators or group leaders, or any Common Carrier or bailee who has custody of Your property at the time of loss;
- c) produce records needed to verify the claim and its amount, and permit copies to be made;

SECTION III. INSURING PROVISIONS

Who Is Eligible For Coverage:

A citizen or resident of the United States of America who is booked to travel on Your Trip and for whom the required plan payment is paid.

When Coverage For Your Trip Begins – Coverage Effective Date:

Trip Cancellation: Coverage begins at 12:01 a.m. on the day after the date the appropriate payment for this Plan is received by Explorica; or 2) if mailed, at 12:01 a.m. on the day after the postmark date the appropriate payment for this Plan is received by Explorica. This is Your "Effective Date" and time for Trip Cancellation.

Travel Delay: Coverage begins after You have traveled 50 miles or more from home en route to join Your Trip. This is Your "Effective Date" and time for Travel Delay.

All Other Coverages: Coverage begins when You depart on the first Travel Arrangement (or alternate travel arrangement if You must use an alternate travel arrangement to reach Your Trip destination) for Your Trip. This is Your "Effective Date" and time for all other coverages, except Trip Cancellation and Travel Delay.

When Coverage For Your Trip Ends – Coverage Termination Date:

Trip Cancellation: Your coverage automatically ends on the earlier of: 1) the scheduled departure time on the Scheduled Departure Date of Your Trip; 2) the date and time You depart on Your Trip; or 3) the date and time You cancel Your Trip.

All Other Coverages: Your coverage automatically ends on the earlier of: 1) the date Your Trip is completed; 2) the Scheduled Return Date; 3) Your arrival at Your return destination on a round-trip, or the destination on a one-way trip; 4) cancellation of Your Trip covered by this Plan. Termination of this Plan will not affect a claim for loss that occurs after plan payment has been paid.

Extension of Coverage:

All coverages under this Plan will be extended if Your entire Trip is covered by this Plan and Your return is delayed due to unavoidable circumstances beyond Your control. This extension of coverage will end on the earlier of the date You reach Your originally scheduled return destination or 7 days after the Scheduled Return Date.

SECTION IV. GENERAL EXCLUSIONS

Benefits are not payable for any loss due to, arising or resulting from:

1. suicide, attempted suicide or any intentionally self-inflicted injury of You, a Traveling Companion, Family Member or Business Partner booked to travel with You, while sane or insane;
2. an act of declared or undeclared war;
3. participating in maneuvers or training exercises of an armed service, except while participating in weekend or summer training for the reserve forces of the United States, including the National Guard;
4. riding or driving in races, or speed or endurance competitions or events;
5. mountaineering (engaging in the sport of scaling mountains generally requiring the use of picks, ropes, or other special equipment);
6. participating as a professional in a stunt, athletic or sporting event or competition;
7. participating in skydiving or parachuting except parasailing, hang gliding, bungee cord jumping, extreme skiing, skiing outside marked trails or heli-skiing, any race, speed contests, spelunking or caving, or scuba diving if the depth exceeds 120 feet (40 meters) or if You are not certified to dive and a dive master is not present during the dive;
8. piloting or learning to pilot or acting as a member of the crew of any aircraft;
9. being intoxicated as defined herein, or under the influence of any controlled substance unless as administered or prescribed by a Legally Qualified Physician;

"Pre-Existing Condition" means an illness, disease, or other condition during the 60 day period immediately prior to the date Your coverage is effective for which You or Your Traveling Companion, Business Partner or Family Member scheduled or booked to travel with 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 60 day period before coverage is effective under this Plan.

"Prepaid" means Payments or Deposits paid by You for Travel Arrangements for Your Trip prior to Your actual or Scheduled Departure Date. Payments or Deposits for shore excursions, theater, concert or event tickets or fees, or sightseeing, if such arrangements are made during Your Trip and are to be used prior to the Scheduled Return Date of Your Trip, are not considered Prepaid as defined herein.

"Program Medical Advisor" means Generali Global Assistance.

"Scheduled Departure Date" means the date on which You are originally scheduled to leave on Your Trip.

"Scheduled Return Date" means the date on which You are originally scheduled to return to the point of origin or the original final destination of Your Trip.

"Sickness" means an illness or disease of the body which: 1) requires examination and treatment by a Legally Qualified Physician; and 2) commences while Your coverage is in effect.

"Strike" means any organized and legally sanctioned labor disagreement resulting in a stoppage of work: (a) as a result of a combined effort of workers which was unannounced and unpublished at the time travel services were purchased; and (b) which interferes with the normal departure and arrival of a Common Carrier.

"Terrorist Incident" means an act of violence, that is deemed terrorism by the United States Government other than civil disorder or riot (that is not an act of war, declared or undeclared) that results in loss of life or major damage to property, by any person acting alone or in association with other persons on behalf of or in connection with any organization of foreign government which is generally recognized as having the intent to overthrow or influence the control of any other foreign government.

"Third Party" means a person or entity other than You or Us.

"Transportation Expense" means the cost of Medically Necessary conveyance, personnel, and services or supplies.

"Travel Arrangements" means: (a) transportation; (b) accommodations; and (c) other specified services arranged by the Travel Supplier for Your Trip.

"Travel Supplier" means Explorica.

"Traveling Companion" means a person or persons whose names appear with Yours on the same Travel Arrangements and who, during Your Trip, will accompany You. A group or tour organizer, sponsor or leader is not a Traveling Companion as defined, unless sharing accommodations in the same room, cabin, condominium unit, apartment unit or other lodging with You.

"Trip" means a scheduled trip for which coverage for Travel Arrangements is requested and the premium is paid prior to Your actual or Scheduled Departure Date of Your Trip.

"Us", "We", "Our" means United States Fire Insurance Company.

"Usual and Customary Charges" means those comparable charges for similar treatment, services and supplies in the geographic area where treatment is performed.

Reductions in the Amount of Insurance: The applicable benefit amount will be reduced by the amount of benefits, if any, previously paid for any loss or damage under this coverage for Your Trip.

SECTION VI. COORDINATION OF BENEFITS

Applicability

The Coordination of Benefits ("COB") provision applies to This Plan when an Insured has health care coverage under more than one Plan. "Plan" and "This Plan" are defined below.

If this COB provision applies, the order of benefit determination rules should be looked at first. Those rules determine whether the benefits of This Plan are determined before or after those of another Plan. The benefits of This Plan:

- (a) will not be reduced when, under the order of benefit determination rules, This Plan determines its benefits before another Plan; but
- (b) may be reduced when, under the order of benefit determination rules, another Plan determines its benefits first. This reduction is described further in the section entitled Effect on the Benefits of This Plan.

Definitions

"Plan" is a form of coverage written on an expense incurred basis that provides benefits or services for, or because of, medical or dental care or treatment. "Plan" includes:

- (a) group insurance and group remittance subscriber contracts;
- (b) uninsured arrangements of group coverage;
- (c) group coverage through HMO's and other prepayment, group practice and individual practice Plans; and
- (d) blanket contracts, except blanket school accident coverages or a similar group.

"Plan" does not include individual or family: (a) insurance contracts; (b) direct payment subscriber contracts; (c) coverage through HMO's; or (d) coverage under other prepayment, group practice and individual practice Plans.

"This Plan" is the parts of this blanket contract that provide benefits for health care expenses on an expense incurred basis.

"Primary Plan" is one whose benefits for a person's health care coverage must be determined without taking the existence of any other Plan into consideration. A Plan is a Primary Plan if either:

- (a) the Plan either has no order of benefit determination rules, or it has rules which differ from those in the contract; or
- (b) all Plans that cover the person use the same order of benefits determination rules as in this contract, and under those rules the Plan determines its benefits first.

"Secondary Plan" is one that is not a Primary Plan. If a person is covered by more than one Secondary Plan, the order of benefit determination rules of this contract decide the order in which their benefits are determined in relation to each other. The benefits of each Secondary Plan may take into consideration the benefits of the Primary Plan or Plans and the benefits of any other Plan, which, under the rules of this contract, has its benefits, determined before those of that Secondary Plan.

"Allowable Expense" is the necessary, reasonable, and customary item of expense for health care; when the item of expense is covered at least in part under any of the Plans involved.

The difference between the cost of a private hospital room and a semi-private hospital room is not considered an Allowable Expense under the above definition unless the patient's stay in a private hospital room is medically necessary in terms of generally accepted medical practice.

When a Plan provides benefits in the form of services, the reasonable cash value of each service will be considered both an Allowable Expense and a benefit paid.

"Claim" is a request that benefits of a Plan be provided or paid. The benefits claimed may be in the form of: (a) services (including supplies); (b) payment for all or a portion of the expenses incurred; or (c) a combination of (a) and (b).

"Claim Determination Period" is the period of time, which must not be less than 12 consecutive months, over which Allowable Expenses are compared with total benefits payable in the absence of COB, to determine: (a) whether overinsurance exists; and (b) how much each Plan will pay or provide.

For the purposes of this contract, Claim Determination Period is the period of time beginning with the Effective date of coverage and ending 12 consecutive months following the date of loss or longer as may be determined by the proof of loss provision.

Order of Benefit Determination Rules

When This Plan is a Primary Plan, its benefits are determined before those of any other Plan and without considering another Plan's benefits.

When This Plan is a Secondary Plan, its benefits are determined after those of any other Plan only when, under these rules, it is secondary to that other Plan.

When there is a basis for a Claim under This Plan and another Plan, This Plan is a Secondary Plan that has its benefits determined after those of the other Plan, unless:

- (a) the other Plan has rules coordinating its benefits with those of This Plan; and
- (b) both those rules and This Plan's rules, as described below, require that This Plan's benefits be determined before those of the other Plan.

Rules. This Plan determines its order of benefits using the first of the following rules which applies:

- (a) **Nondependent/Dependent Rule.** The benefits of the Plan which covers the person as an employee, member or subscriber (that is, other than as a dependent) are determined before those of the Plan that covers the person as a dependent.
- (b) **Longer/Shorter Length of Coverage Rule.** The benefits of the Plan that covered an employee, member or subscriber longer are determined before those of the Plan that covered that person for the shorter time.

To determine the length of time a person has been covered under a Plan, two Plans shall be treated as one if the claimant was eligible under the second within 24 hours after the first ended. Thus, the start of a new Plan does not include: (a) a change in the amount or scope of a Plan's benefits; (b) a change in the entity which pays, provides or administers the Plan's benefits; or (c) a change from one type of Plan to another. The claimant's length of time covered under a Plan is measured from the claimant's first date of coverage under that Plan. If that date is not readily available, the date the claimant first became a member of the group shall be used as the date from which to determine the length of time the claimant's coverage under the present Plan has been in force.

Effect on the Benefits of This Plan When it is Secondary

The benefits of This Plan will be reduced when it is a Secondary Plan so that the total benefits paid or provided by all Plans during a Claim Determination Period are not more than the total Allowable Expenses, not otherwise paid, which were incurred during the Claim Determination Period by the person for whom the Claim is made. As each Claim is submitted, This Plan determines its obligation to pay for Allowable Expenses based on all Claims that were submitted up to that point in time during the Claim Determination Period.

ILLINOIS AMENDATORY ENDORSEMENT

This Amendatory Endorsement is attached to and made a part of Policy Number T210-MP issued to the Group and Blanket Accident and Health Trust (the Policyholder).

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

The Policy/Certificate are hereby amended for **Illinois** as follows:

- A. Item b. (i) under **"Other Covered Reasons"** in both **COVERAGE TRIP CANCELLATION** and **COVERAGE TRIP INTERRUPTION** appearing in **SECTION I. COVERAGES** is deleted and replaced as follows:
 - (i) the building structure itself is unstable and there is a risk of collapse;
- B. Item 1. in the Injury definition in both **COVERAGE TRIP CANCELLATION AND INTERRUPTION DUE TO YOUR INABILITY TO DIVE** and **COVERAGE LOST DIVING DAYS** appearing in **SECTION I COVERAGES** is deleted and replaced as follows:
 - 1. is direct and independent of disease or bodily infirmity;
- C. Item B. in the Exclusions in **COVERAGE TRIP CANCELLATION AND INTERRUPTION DUE TO YOUR INABILITY TO DIVE** is deleted and replaced as follows:
 - B. We will not be liable for claims, under the Coverage Part B, directly arising from any hazardous pursuit or occupation or flying except while flying as a passenger in a fully-licensed multi-engine passenger-carrying aircraft.
- D. The last sentence in the definition of **"Injury"** or **"Injuries"** appearing in **SECTION II DEFINITIONS** is deleted and replaced as follows:

The Injury must be the direct cause of loss and must be independent of disease or bodily infirmity and must not be caused by, or result from, Sickness.
- E. The definition of **"Complications of Pregnancy"** appearing in **SECTION II DEFINITIONS** is deleted and replaced as follows:

"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 acute nephritis, nephrosis, cardiac decompensation, hyperemesis gravidarum, preeclampsia, missed abortion and similar medical and surgical conditions of comparable severity. Complications of Pregnancy also include nonelective 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 does not include false labor, occasional spotting, Physician-prescribed rest during the period of pregnancy, morning sickness and similar conditions associated with the management of a difficult pregnancy not constituting a nosologically distinct complication of pregnancy.
- F. Item 1) in the definition of **"Pre-Existing Condition"** appearing in **SECTION II DEFINITIONS** is deleted and replaced as follows:
 - 1) received or received a recommendation for a test, examination, or medical treatment for a condition which manifested itself, worsened or became acute or had symptoms which would have prompted a reasonable person to seek diagnosis, care or treatment;
- G. Item 1) in the Pre-Existing Condition Exclusion appearing in **SECTION IV General Exclusions** is deleted and replaced as follows:
 - 1) received or received a recommendation for a test, examination, or medical treatment for a condition which manifested itself, worsened or became acute or had symptoms which would have prompted a reasonable person to seek diagnosis, care or treatment;

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

8420 West Bryn Mawr Avenue

Chicago, Illinois 60631

(773) 714-8050

ILHIGA@aol.com

Illinois Department of Insurance

320 West Washington Street

4th Floor

Springfield, Illinois 62767

(217) 782-4515

<http://www.insurance.illinois.gov>

- 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 100,000 in the present value of annuity benefits, including net cash surrender or withdrawal values, and \$100,000 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 or (2) with respect to one owner of multiple nongroup policies of life insurance, whether the policy owner is an individual, firm, corporation, or other person and whether the persons insured are officers, managers, employees, or other persons, \$5,000,000 in benefits, regardless of the number of policies and contracts held by the owner.

Following our review of your Grievance, we must issue a written decision to you and, if applicable, to your representative or provider, within 20-days after receiving the Grievance. The written decision must include:

- (1) The name(s), title(s) and professional qualifications of any person(s) participating in the First Level Review process.
- (2) A statement of the reviewer's understanding of the Grievance.
- (3) The specific reason(s) for the reviewer's decision in clear terms and the contractual basis or medical rationale used as the basis for the decision in sufficient detail for the Insured to respond further to our position.
- (4) A reference to the evidence or documentation used as the basis for the decision.
- (5) If the claim denial is based on medical necessity, experimental treatment or similar exclusion, instructions for requesting an explanation of the scientific or clinical rationale used to make the determination.
- (6) A statement advising you of your right to request a Second Level Review, if applicable, and a description of the procedure and timeframes for requesting a Second Level Review.

Second Level Review

The Second Level Review process is available if you are not satisfied with the outcome of the First level Review for an Adverse Determination. Within ten business days after receiving a request for a Second Level Review, we will advise you of the following:

- (1) the name, address, and telephone number of a person designated to coordinate the Grievance review for the Company;
- (2) a statement of your rights, including the right to:
 - attend the Second Level Review
 - present his/her case to the review panel;
 - submit supporting materials before and at the review meeting;
 - ask questions of any member of the review panel;
 - be assisted or represented by a person of his/her choice, including a provider, family member, employer representative, or attorney.
 - request and receive from us free of charge, copies of all relevant documents, records and other information that is not confidential or privileged that were considered in making the Adverse Determination.

We must convene a review panel and hold a review meeting within 45-days after receiving a request for a Second Level Review. We will notify you in writing of the meeting date at least 15-days prior to the date. The review meeting will be held during regular business hours at a location reasonable accessible to you. In cases where a face-to-face meeting is not practical for geographic reasons, we will offer you the opportunity to communicate with the review panel at our expense by conference call or other appropriate technology. Your right to a full review may not be conditioned on whether or not you appear at the meeting.

If you choose to be represented by an attorney, we may also be represented by an attorney. If we choose to have an attorney present to represent our interests, we will notify you at least 15 working days in advance of the review that an attorney will be present and that you may wish to obtain legal representation of your own.

The panel must be comprised of persons who:

- (1) were not previously involved in any matter giving rise to the Second Level Review;
- (2) are not employees of the Company or Utilization Review Organization; and
- (3) do not have a financial interest in the outcome of the review.

A person previously involved in the Grievance may appear before the panel to present information or answer questions.

All persons reviewing a Second Level Grievance involving a Utilization Review non-certification or a clinical issue will be providers who have appropriate expertise, including at least one clinical peer. If we use a clinical peer on an appeal of a Utilization Review non-certification or on a First Level Review, we may use one of our employees on the Second Level Review panel if the panel is comprised of 3 or more persons.

Grievance

When used throughout this document "The Company", "Our", "We", or "Us" means:

United States Fire Insurance Company

PRIVACY POLICY AND PRACTICES

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 about our customers. We want you to know that we are committed to protecting your private information and we will comply with all federal and state privacy laws. Below is a Privacy Notice describing our policy regarding the collection and disclosure of personal information. 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. There are legal requirements governing the collection, use, and disclosure of such information. The Company maintains physical, electronic, and procedural safeguards that comply with state and federal regulations to guard your personal information. We also limit employee access to personally identifiable information to those with a business reason for knowing such information. The Company instructs our employees as to the importance of the confidentiality of personal information, and takes 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 personnel, 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?

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?

We may disclose all the information that we collect about you, as described above. We may disclose such information about you to our affiliated companies, such as:

- Insurance companies;
- Insurance agencies;
- Third party administrators;
- Medical bill review companies; and
- Reinsurance companies.

We may also disclose nonpublic personal information about you to affiliated and nonaffiliated third parties as permitted by law. You have a right to access and correct the personal information we collect, maintain, and disclose about you.

How to contact Us

You may obtain a more detailed description of the information practices prescribed by law by contacting us at the address below. Remember to include your name, address, policy number, and daytime phone number.

Privacy Policy Coordinator
Crum & Forster A&H Division
5 Christopher Way, 2nd Floor
Eatontown, New Jersey 07724

DISCLOSURE TO CALIFORNIA RESIDENTS: [1754(a)(7) & (8)]

1. Purchasing travel insurance is not required in order to purchase any other product or service offered by the travel retailer.
2. Your travel retailer may not be licensed to sell insurance, and is therefore not qualified or authorized to:
 - a. Answer technical questions about the benefits, exclusions, and conditions of any of the insurance offered by the travel retailer.
 - b. Evaluate the adequacy of your existing insurance coverage.

This plan provides insurance coverage that only applies during the covered trip. You may have coverage from other sources that provide 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.

DISCLOSURE TO DELAWARE RESIDENTS: [1772(2)a.7.]

The insurance coverage may duplicate existing coverages you may have. You may wish to compare the terms of this policy with your existing life, health, home and automobile policies, and other sources of protection.

DISCLOSURE TO MARYLAND RESIDENTS: [10-122 (d)(1)(ii)(4)]

This insurance coverage may duplicate certain provisions of insurance coverage already provided by your homeowner's, renter's or similar coverages or insurances, and that the purchase of travel insurance would make travel insurance primary to any other duplicate or similar coverage.

DISCLOSURE TO NEW YORK RESIDENTS: [194 § 30.3(a)]

New York Residents: Licensed producers represent the insurer(s) for the sale of the insurance. Trip Mate, Inc. is a program manager and may also act as a producer. Compensation paid to a producer will vary depending upon the policy purchased, the producer's expenses, volume of business, or profitability. Trip Mate is compensated as the claim administrator for the insurer. Upon request, the purchaser can obtain additional information about the producer's compensation for the insurance offered.

Travel Support Services

Interpretation/Translation

Upon request, GGA will assist with telephone interpretation in all major languages. If you require ongoing or more complex translation services, GGA will refer you to local translators.

Locating Lost or Stolen Items

GGA will assist in locating lost luggage, and help you coordinate the replacement of transportation tickets, travel documents or credit cards.

Medical Monitoring

During the course of a medical emergency resulting from an accident or sickness, GGA will monitor your case to determine whether the care is adequate from a Western Medical perspective.

Medical and Dental Search and Referral

GGA will assist you in finding physicians, dentists and medical facilities in the area where you are traveling.

Advance of Emergency Medical Expenses

GGA will advance on-site emergency inpatient medical payments to secure admit or discharge upon receipt of satisfactory assignment of benefits from you, a family member or friend. Assignment of benefits allows Insurer to claim with the Insured's primary insurance when hospital refuses admission or discharge.

Assistance with Replacement Medication, Medical Devices, and Eyeglasses or Corrective Lenses

GGA will arrange to fill a prescription that has been lost, forgotten, or requires a refill, subject to local law, whenever possible. GGA will also arrange for shipment of replacement eyeglasses/corrective lenses or medical devices. You are responsible for payments of all costs related to these services.

Transfer of Insurance Information and Medical Records

Upon your request, GGA will help relay insurance information during your hospital admission and assist with transferring your medical information and records to your treating physician.

Assistance with Vaccine and Blood Transfers

If based upon your physician's prescription, needed vaccines or blood products are not available locally, GGA will coordinate the transfer where possible and permissible by law. You are responsible for all expenses related to this service.

Non-Insurance Personal Assistance Services

These are Non-Insurance Services provided by Generali Global Assistance:

Pre-Trip Information

Upon request, GGA will provide information services such as: visa and passport requirements, health hazard advisories, currency exchange inoculation and immunization requirements, temperature and weather conditions and embassy and consulate referrals.

Interpretation/Translation

If during your Trip you need an interpretation, GGA will assist with telephone interpretation in all major languages. If you require ongoing or more complex translation services, GGA will refer you to local translators.

Legal Referral/Bail

Upon request, GGA will provide you with referrals to a local lawyer. All costs associated with this service are your responsibility. In case of your incarceration, GGA will notify the proper embassy or consulate, arrange the receipt of funds from third party sources and locate an attorney and bail bonds, where permitted by law, with satisfactory guarantee of reimbursement from you, family member or friend. You are responsible for associated fees.

Emergency Cash Advance

GGA will advance up to \$500 after satisfactory guarantee of reimbursement from you. Any fees associated with the transfer or delivery of funds are your responsibility.

Concierge Services

These are Non-Insurance Services provided by Generali Global Assistance:

- Delivery of foods and beverages
- Event ticketing - sports, concerts, theater
- Flowers and gift baskets
- Golf outings and tee times
- Hotel accommodation assistance
- Meet and greet services
- Personalized shopping assistance
- Restaurant reviews and reservations
- Rental car reservations
- Pet services locator

Global XPI

These are Non-Insurance Services provided by Trip Mate, Inc. (in CA & UT, dba Trip Mate Insurance Agency):

Access Your Medical Records Online

Your important medical records are available to you or any Physician chosen by you, at any time, anywhere in the world, wherever internet access is available.

Register at www.globalxpi.com or call, toll free:

1-800-379-9887

Use Program Code: UF433E

Terms, Conditions and Exclusions

GGA shall provide services to all Participants. On any expenditure for which the Participant is responsible, GGA shall not be obligated to provide service without first securing funds from the Participant in payment of such expenditure. If the Participant pays for covered expenses without receiving an approval or authorization in writing from GGA, then GGA shall not be obligated to reimburse the Participant for any such expenditure. In the event a Participant requests a service not included in a program, GGA may, in its sole and absolute discretion, provide such benefits or services at the sole expense of the Participant, including a reasonable fee to GGA for its efforts on behalf of the Participant.

While we strive to provide help and advice for problems encountered by travelers wherever or whenever they occur, situations may arise beyond our control when immediate resolution is not possible. We will make every reasonable effort to refer you to appropriate medical and legal providers, but neither the Insurer nor GGA may be held responsible for the availability, quality or results of any medical treatment or your failure to obtain medical treatment.

Travel Smart, Travel Safe

Helpful Tips for Student Groups Traveling Internationally

Explorica by WorldStrides wants you to have a safe and rewarding journey overseas. Travel Smart, Travel Safe is designed to share some best practices based on our experience sending more than 100,000 students annually to international destinations in 100+ countries. You should also review the [CDC's Travelers' Health website](#) and the [U.S. Department of State Travel Advisory](#) for your destination(s).

Personal Safety Tips

✓ Situational Awareness

- Most incidents can be avoided by using common sense and making good choices.
- Stay alert and focused on the instructions given by your Program Leader and Tour Director.
- Always use a buddy system and never venture out alone, especially after dark.
- Stick to highly populated areas; avoid neighborhoods that are off the beaten path.
- Be cautious about using your smartphone while in public, especially on public transportation or while walking as this distracts you and may make you more vulnerable to accident or theft.
- Be aware of your surroundings and suspicious activities, especially when using public transportation; use taxis from hotels or designated taxi stands only; when using rideshare apps, always make sure the car model and license plate match what is in the app.
- If you see a suspicious package or are in a situation that makes you feel uncomfortable, trust your instincts, clear the area, and report the situation.

✓ Avoiding Crime

- The most common crime in most destinations is petty theft—either pickpocketing or theft of unattended items.
- Avoid wearing items that identify you as an obvious foreigner or otherwise call attention to your nationality, including clothing with logos.
- Carry limited cash with you at any given time.
- Stay alert at ATMs; to safeguard against fraud and theft, avoid using street locations and use only those located inside hotels, banks, airports, or other locations with additional security.
- Leave valuable items at home.
- If approached and told to hand over your valuables, do not resist. Everything can be replaced— except for you. Only resist if the perpetrator attempts to take you!
- If you are a victim of crime, alert your Program Leader and Tour Director immediately.
- In most cases, a report will need to be filed with police or tourist police, although for some crimes in some countries, Explorica may recommend that a police report not be filed.
- When travelling by bus for airport or coach transfer, watch your luggage until it is loaded underneath the bus, whenever practical.
- Note that mace/pepper spray, even small amounts for personal protection, are illegal in many countries.

✓ Rallies, Protests, and Discord

- Avoid protests, rallies, and large gatherings, even if they seem calm, as they can turn angry or violent with little warning.
- Do not attempt to observe and/or photograph demonstrations. Even if you are a bystander, police may consider you part of the protest if you are lingering to observe or take photos.
- If locals try to start an argument with you or anyone in your group about politics, race, or religion, always disengage and walk away

✓ Emergency Contacts

- Remember to store Explorica emergency contact numbers and the number of your Program Leader and Tour Director in your phone and learn the local equivalent of 911.

- ✓ At the Beach
 - Only swim when a lifeguard or chaperone is present.
 - Only swim in designated swimming areas.
 - Always practice the buddy system.
 - When traveling internationally, it is important to understand the beach rules and what different signs and flags mean in the destination so you can follow them.
 - Don't attempt to go swimming in poor weather conditions.
 - If unsure about the beach conditions, ask locals such as your hotel concierge about the area's swimming conditions.
 - Watch out for jellyfish and other sea creatures.
 - Don't forget to pack sunscreen and reapply often.
 - **Know how to identify and survive rip currents:**
 - Rip currents are powerful, narrow channels of fast-moving water that run away from the shoreline.
 - Rip currents are **dangerous**, even for very strong swimmers!
 - **If caught in a rip current, STAY CALM**
 - Motion for help immediately.
 - Swim parallel to shore to get out of the current.
 - Swim toward the shore once you escape the current.
 - **NEVER** attempt to enter the current yourself to save someone else. Instead **CALL FOR HELP IMMEDIATELY.**
- ✓ During Activities
 - Pay attention to the safety briefing and follow all the rules.
 - Make sure to wear any safety equipment provided, such as life jackets.