



Santa Barbara County Education Office

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Susan C. Salcido, Superintendent of Schools

May 3, 2021

SBAS-9414

TO: K-12 School Districts
Community Colleges
SBCEO—Internal Services
Santa Barbara County SELPA

**Response Due
Friday, June 4**

ATTENTION: Chief Business Officials

FROM: Denice Cora, Administrator

SUBJECT: **Air Travel Insurance for 2021-22**

Our office is pleased to again offer air travel accident insurance through a cooperative purchase agreement. Reliance Standard Life Insurance Company is charging us a straight fee of \$500 for the policy, and participating districts will be charged a pro-rated share of that premium based on the total cost of their air fare for the year.

General provisions of the policy are attached, as well as a sample log sheet on which to record your district's air travel expenditures. (The 2021-2022 travel logs will not be due until June 2022.)

If your district wishes to participate in this cooperative policy for the 2021-22 fiscal year, please have a board-authorized individual sign and date this agreement and provide a budget number for transfer of your district's share-of-cost at the close of the 2022 fiscal year. Please return this agreement to Faith Hopwood by Friday, June 4, 2021.

If you have any questions, please contact Faith Hopwood at ext. 5201 or fhopwood@sbceo.org.

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The _____ elects to participate in the 2021-22 Cooperative Air Travel Accident Insurance Policy coordinated by the Santa Barbara County Education Office.

Please provide the SACS account coding that you would like this expense charged to:

SACS account code: _____

Approved by: _____

Date: _____

School Business Advisory Services

FAX: (805) 964-3041