

**TRUMBULL BOARD OF EDUCATION**  
**FLEXIBLE SPENDING ACCOUNT ENROLLMENT**  
**FORM 2024-2025**

Administered by:



555 Heritage Road  
 Southbury, CT 06488

For questions, contact: Sharon Thompson (203) 426-8161 Ext 257 or (800) 678-8161 Ext 257

Email: [sthompson@trpaul.com](mailto:sthompson@trpaul.com)

**RETURN THIS FORM DIRECTLY TO THE TRUMBULL BOE - LONG HILL INSURANCE, NOT TR PAUL**

EMPLOYEE NAME:	EMPLOYEE NO.
SOIAL SECURITY NO.	DATE OF BIRTH
ADDRESS	PHONE NUMBER
CITY, STATE, ZIP	JOB TITLE
EMAIL ADDRESS:	

Marital Status: Married  Single  Divorced  Widowed

**(Domestic Partners are not eligible for any portion of the pre-tax benefit)**

Benefits Effective 7/1/2024 – 6/30/2025

Number of Pay Periods 20 (Sept – June)

1. **SECTION 125 MEDICAL REIMBURSEMENT ACCOUNT** Yes  No   
(Please review materials re: over-the-counter purchases)  
**(\$3,200 Maximum/\$250 Minimum - \$640 can roll over to next year)**  
 Annual Election \$ \_\_\_\_\_

2. **DEPENDENT DAY CARE REIMBURSEMENT ACCOUNT** Yes  No   
**(\$5,000 Calendar Year Family Maximum – No rollover)**  
 Annual Election \$ \_\_\_\_\_

**Please check “Yes” or “No” for each option above. This form requires your signature even if you decide not to enroll in any of the benefits offered. If you do enroll in any of the above options, please be sure to read and sign the reverse side of this form.**

**I understand that:**

- ◆ Once I enroll for this plan year, I cannot change or revoke my election or this compensation reduction agreement for the unreimbursed medical spending account OR the dependent day care reimbursement account. I may make a mid-year change in the pre-tax premium contribution for my health insurance coverage IF I have an IRS defined change in status: marriage, divorce, legal separation or annulment, a judgment, decree or court order resulting from divorce legal separation or annulment, death of a dependent, birth, adoption or placement for adoption or change in my or my spouse’s or my dependent’s employment status resulting in a reduction or increase in hours, or a change in the place of residence or work of the participants spouse or dependent. A change in the premium contribution will not be allowed unless eligibility for benefits is either lost or gained. The election change must be consistent with the status change.
- ◆ I must make a new election each year during the open enrollment period. Elections will not be carried forward from one year to the next unless I complete a new enrollment form and submit it prior to the beginning of the new Flex plan year. If I fail to complete and submit a form prior to the beginning of the new plan year, I will be considered “waived” for the benefit.
- ◆ The Plan Administrator may reduce or cancel my compensation reduction or otherwise modify this agreement in the event they believe it advisable in order to satisfy certain provisions of the Internal Revenue Code.
- ◆ The reduction in my cash compensation under this agreement shall be in addition to any reduction under other agreements or benefit programs maintained by my Employer.
- ◆ My Social Security benefits may be reduced because the tax-free benefits under the Plan reduce the amount of contributions that are made to the Federal Social Security System.

THIS AGREEMENT IS SUBJECT TO THE TERMS OF THE EMPLOYER’S FLEXIBLE SPENDING ACCOUNT PLAN, AS AMENDED FROM TIME TO TIME, SHALL BE COVERED BY AND CONSTRUED IN ACCORDANCE WITH APPLICABLE LAWS, SHALL TAKE EFFECT AS A SEALED INSTRUMENT UNDER APPLICABLE LAWS, AND REVOKES ANY PRIOR ELECTION AND COMPENSATION REDUCTION AGREEMENT RELATING TO SUCH PLAN.

**There are 2 options on the front of this form. You must check “Yes” or “No” next to each option.**

**Please enroll me in one or both of the Pre-Tax Options where I have selected “YES” on the front of this form and make the indicated payroll deductions. I have checked “NO” on the front of the form where I elect to waive participation in the benefit. I have read and understand the enrollment materials.**

**Return this form to Trumbull Board of Education, Attn Christine Madden-Insurance, 6254 Main St, Trumbull, CT 06611 OR interoffice to Long Hill - Insurance by May 24, 2024 DO NOT RETURN THIS FORM DIRECTLY TO TR PAUL!**



Signature: \_\_\_\_\_

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

**Accepted and agreed to by:**

*Christine Madden*

Trumbull Board of Education  
Insurance Benefits Specialist