



**HAPPY
NEW YEAR!**
DECEMBER 31, 2019

**A MESSAGE
FROM OUR VP,
DAVID SCHRANTZ!**



First of all, **Happy New Year!** As we have always been warned by our elders, each year seems to come more quickly than the last. The coming of 2020 is no exception. What is even harder to believe is that we're closing out the decade! In the spirit of this time of the year, it is important to reflect on what we are thankful for and all the positive experiences and relationships we have built.

Overall, what a great decade! We have had the pleasure of building so many new relationships and growing existing ones. Just think how our business has grown over the past 10 years! So many new customers, teammates, and others that have enriched our lives in such wonderful ways. We have watched our team develop so much over the years and we have overcome just about all of the obstacles thrown at us. What a great foundation we have built to move into the next decade.

What is most inspiring for our future success is the incredible solidarity of the Rohrer Bus Team. The kindness and care our team has for one another and others never ceases to amaze. These acts of kindness and support is year-round, but the enthusiasm for and participation in employee-organized events and causes around the holidays is especially humbling. The way we all came together to support our Socks for Sadie sock drive, as well as our "Giving Tree" to help give some teammates an extra special Christmas are just two examples of this. The continuous, selfless support of one another and our communities day-in and day-out over the years is a huge part of what has allowed Rohrer Bus to stand the test of time!

With all of that being said, **THANK YOU** all for making this season, this past year, and this whole decade the memorable one that it has been. We could not ask for a better group of people to ring in the new year with and to venture into the next decade of challenges together. We are all lucky to be a part of the dedicated, caring, and hardworking Rohrer Bus team. Here's to the next 10 years being even better than the last!

Socks for Sadie



Thank you to all who donated to our Socks for Sadie sock drive earlier this month! At our Duncannon office alone, we collected a total of 487 pairs of socks! All of these socks will go to local charities/homeless shelters and help out those who are less fortunate. Thank you again for your generosity!



IN THIS EDITION...

- **COMPANY NEWS**
- **SAFETY ANNOUNCEMENTS**
- **AWARD WINNER ANNOUNCEMENTS**
- **HR REMINDERS**
- **FUN STUFF**
- **RECENT HAPPENINGS**
- **AND MORE!**

SAFETY ANNOUNCEMENTS

ACT 126 TRAINING

The Act 126 recertifications for 2019 are complete; thank you all for your cooperation! Everyone needs to recertify every 5 years. If your certification is expired, this needs to be completed before you can drive.

If you are unsure whether or not you need to recertify in 2020, please reach out to your District Supervisor, or Libby Rouse at erouse@rohrerbus.com or (717) 957-3811 ext. 1000 to find out.

BUS DRIVER TRAINING UPDATES

The new school year started off at a wicked pace and really has not let up! The Safety Department has completed most of the second round safety meetings all while focusing on training new drivers. As we try to fill the ongoing need of having a full roster of drivers, we consistently look at improving our training methods. The training department has implemented many changes within the past few months. Rebecca Schreiner is now the new Training Coordinator, with Jeff Persing running Testing and Licensing.

Here's some of the examples of changes to better improve training: A welcome email is sent to new trainees with a link to study guides for them to get a jump start and access throughout their training, training slides for classroom have been completely updated, training schedules for testing has changed to morning tutoring and afternoon testing. These, among others crucial updates, have increased our licensing success rates. Since the beginning of the year, **66 bus drivers** have been successfully licensed! Rebecca is continuing to look at ongoing improvements.

Safety Slogans

The slogans for December, January, and February 2019-2020 are:

SHOP

"Hearing Protection is a 'Sound' Investment."

OFFICE

"'Tomorrow' Is Your Reward For Working Safely 'Today.'"

DRIVERS

"Drive as if every child on the bus were your own!"

VAN TRAINING UPDATES

Van driver training has been ongoing. Darlene Johnson and Jamie Brehm, our Van coordinators, are reporting 48 Van drivers for all districts. Van trainers have researched methods for assisting special needs students, with successful outcome. All trainers have been very busy throughout all locations.

Safety Slogans Winners

Last Quarter's Safety Slogan Winners were:

Office: Karen Hoffman

Shop: Travis Willier

Drivers: Stewart Peters Sr., Richard Miller, Glenn Pickering, Rachel Grim, Karen Watson

Other Safety News

Other changes are the monthly Safety Meetings: meetings will be held **as needed** with the districts, and in the Duncannon office for the office staff. Fire drills will occur **quarterly** for the office when outside weather conditions are favorable.

Winter Reminders!

With winter approaching, we will all be subject to icing conditions. Slip, trips and, falls are the #1 reported work-related injuries. So, **always keep your ice tracks** with you and wear them when snowy, icy, or otherwise dangerous winter conditions exist! **Don't leave them in the vehicle**, because we receive reports of falling while walking from the house, or in the parking lot to or from the vehicle.

Here's a couple **winter driving safety tips** to read up on in anticipation of snowy or icy weather:

1. Be proactive- always have at least half a tank of gas, make sure your wiper fluid is topped up, always check your tire inflation, and make sure they have adequate tread.
2. If you don't have to ride, stay inside!
3. Slow down- accelerating, braking, or turning suddenly on snowy roads will cause your wheels to spin and you to lose traction.
4. Don't use Cruise Control on snowy or icy roads- it can cause you to accelerate on slippery surfaces and cause your vehicle to skid
5. Know your brakes- if your car has ABS, apply firm constant pressure to prevent slipping on ice. If it doesn't, you may have to pump your brakes manually to prevent locking up and slipping.
6. Drive defensively- keep 2-3x the distance between yourself and other cars than you would in dry weather.

Stay Safe!

Is Retirement in your Future?

Why not take advantage of Rohrer Bus's 401K plan with an employer match! Open enrollment is the first of each month - so very convenient to enroll. Just call the payroll office at (717) 957-3811 for more information and begin planning for your future TODAY!

LST Exemption Forms

The Local Service Tax (LST) Exemption Forms are available for 2020. This annual exemption needs to be completed, along with supporting documentation, in order to receive the exemption from the \$52 a year tax (\$2.17 per pay) for those jurisdictions that impose one.

The most common exemptions include:

1. Multiple employers: Need a current paystub that shows the deduction from another employer.
2. Income expected to be under \$12,000 for the year from all sources: Need your 2019 W-2 or last paystub from 2019.

The completed LST Exemption form and the supporting documentation needs to be submitted in order to start or renew the exemption for 2020. Call the Payroll office in Duncannon at (717) 957-3811 to inform us that you are interested in the exemption so we can send you the LST Exemption form for your District, and answer any additional questions you may have. The LST Exemption form needs to be returned to the Payroll Department by **January 7th, 2020**.

Could YOU use an extra \$200?

It's super easy to earn \$200 by referring a friend, family member, or neighbor to work for ROHRER BUS! We're always looking for GREAT PEOPLE, like yourself, to JOIN OUR TEAM! Your friends can start the process online by visiting our website at www.rohrerbus.com/drive. Please be sure to remind them to list your name on their application! Once they qualify, the bonus is paid quarterly and will appear on your paystub! How's that for a no-hassle payday?

401K WEBSITE UPDATES

For employees participating in our 401K Retirement Plan, **The Standard's website has some new enhancements** and resources available to you... check it out!

Personal Savings Center (standard.com/login), where you can manage your retirement plan account online, has been enhanced and redesigned with a new look and feel.

On the Overview page, you'll see a refreshed Retirement Readiness Snapshot where you can see if you're on target for saving for retirement. You can easily change how much you save, add outside savings or even change your retirement date. And when you're ready, you can save the changes with a click of a button.

Managing your account is a snap. All your settings are now under My Account, Account Settings. More information about the site menus and features are in this quick start guide:

www.standard.com/eforms/14964.pdf

You can also watch this short video to see what you can do on Personal Savings Center: shorturl.at/FAEFO

ONLINE RECRUITMENT WORKSHOP

We've made a video tutorial, complete with tools you can download, which explains how to most effectively use Facebook to recruit drivers (and earn \$200 referral bonuses!) You can watch it at:

www.rohrerbus.com/facebook-video

And the password to view it is: **recruitment2019**

Recruitment Contest WINNER



We've shared this news before, but now we have a picture of the proud winner! CONGRATULATIONS again to **Jody Chestnut** from South Middleton for winning our Summer Recruitment Contest, and of course, receiving a **50" Smart TV**. Keep an eye out for more amazing contests coming up in 2020!

ROHRER BUS ONLINE APPAREL STORE



Not too long ago, we opened the Online Store with some highly requested, limited-edition, "ugly Christmas sweater" style Rohrer Apparel. So many of our teammates have spread the holiday cheer these past couple weeks with this festive design! The Online Store will open again **early in 2020** with more classic branded apparel.

Remember, feel free to tag us on our **Facebook** or **Instagram** showing off your Rohrer Apparel and **#TEAMROHRER** pride!

CLAIM YOUR \$200 FINDER'S FEE!



As you probably know by now, Rohrer Bus sells **new and preowned minivans** that are **wheelchair accessible!** These vans are *essential* for helping people with physical disabilities travel with ease. Unfortunately, many people don't know where to start looking to purchase an accessible vehicle, so that's why we need your help!

If you have a neighbor, family member, or know of anyone else who is in need of a new or preowned accessible van, **direct them to us at Rohrer Bus!** If you refer a customer who ends up purchasing a wheelchair accessible van, **you will receive a \$200 finder's fee!** All you need to do is refer your contact to **Kay Hornberger** at (717) 957-2141 ext. 1352 or khornberger@rohrerbus.com. They **MUST** tell Kay that you referred them in order for you to receive your finder's fee. Your \$200 finder's fee will be automatically added onto your paycheck. Thank you for your help!



FULL-TIME POSITIONS!

Diesel Mechanic- Duncannon/Matamoras

The Service Tech repairs vehicles and equipment in a safe, timely and cost-effective manner.

Body Shop Technician- Duncannon

The Body Shop Tech performs panel replacement, basic metal bumping, solid painting work, and basic fiberglass repair work. The candidate assists in major body repair projects.

Wash Bay Technician- Duncannon

The Wash Bay Tech is responsible for cleaning and detailing both vehicles and building and grounds.

All of these positions offer **health, vision, dental, life, and disability insurance, 401K, PTO, and holidays off.**

If you know anyone who might be interested in any of these careers, please encourage them to call us at (717) 957-3811 or apply online at rohrerbus.com/careers! **All of these positions are eligible for a \$200 REFERRAL BONUS!**

WEBSITE UPDATES

The **Careers** section of the Rohrer Bus website has recently been reworked, so it's now easier to navigate and find information specific to each of our school districts. We're always looking for new drivers, so have your friends check out the improvements at rohrerbus.com/drive!

HOLIDAY ACTIVITIES!

Our teammates in the Duncannon office spread a lot of Christmas cheer on December 20th, with an office-wide Ugly Sweater Contest! We had a great turnout, with 10 of our colleagues showing up in outfits that SCREAMED Christmas. Congratulations to **Liz Speece, Kathy Kresge, and Seth Kieffer**, for winning Ugly, Uglier, and Ugliest sweaters, respectively!



We also hosted an Office Workspace Decor Contest! Teammates from Duncannon were tasked with decorating their desks with holiday cheer. Judging categories included Creativity, Cleanliness and Organization, Cohesiveness, Overall Appearance. We will be posting the winners and photos of all the entries on our Facebook page shortly!

Many of our teammates helped us raise awareness of Socks for Sadie, and of course, spread the holiday cheer by wearing crazy and colorful socks on every Friday of December!

Finally, the Kids Christmas Party, held on December 14th, was a great time for all! Kids had a blast with new games and activities, and Santa made his appearance! More pictures will be shared on our Facebook page.

