

BACK TO SCHOOL!

AUGUST 31, 2023

A MESSAGE FROM OUR VP, DAVID SCHRANTZ!



Greetings, Amazing Rohrer Bus Family!

As the days grow shorter and the air takes on a crisp edge, we find ourselves at the threshold of a new school year. With hearts full of anticipation, we welcome each of you back to what promises to be a bustling and rewarding season ahead.

First and foremost, we want to extend our sincerest gratitude to every single one of you. The summer might have been a season of rest for some, but not for our dedicated team. Your tireless efforts throughout the summer months to recruit and train new drivers have been nothing short of extraordinary. Your commitment to ensuring a safe and reliable transport system for our students is truly commendable. Your dedication has paved the way for a smoother transition into the Fall season, and for that, we thank you.

As we embark on this new academic year, we are well aware of the continued challenge posed by the school vehicle driver shortage. While we've made remarkable strides, there's no denying that this remains an ongoing concern for our industry. However, we are not ones to shy away from challenges; we face them head-on. Together, we can surmount this obstacle and prove, once again, that our team is unparalleled in its determination and resolve.

As we navigate this year, let us remember the immense responsibility we hold in our hands. Our precious cargo, the students who entrust us with their safety and well-being, deserve nothing less than our absolute best. Each journey we embark upon carries not just children, but dreams, aspirations, and futures. It's a responsibility we don't take lightly, and one that unites us as a cohesive force, bound by our commitment to excellence.

So, here's to the Fall season—a time of change, growth, and new beginnings. Let's carry the spirit of unity, dedication, and positivity into each day. Let's continue to support one another, as teammates and as friends. Let's face each day with innovative solutions and unwavering determination.

As leaves fall and colors change, let us be a beacon of consistency, safety, and reliability. Let us create a journey for our students that's not only educational but also enjoyable—a journey they'll remember with fondness.

Thank you for being the driving force behind our mission. We're excited to see what we'll achieve together in the coming months. Here's to a successful and fulfilling Fall season!

IN THIS EDITION...

- COMPANY NEWS
- SAFETY ANNOUNCEMENTS
- COVID SAFETY TIPS
- HR REMINDERS
- NEW HIRE ANNOUNCEMENTS
- RECENT HAPPENINGS
- AND MORE!

We're Investing in YOU!

Have you heard about the NEW Referral Bonuses?

\$1000 for referring a bus driver!

\$500 for referring a van driver!



More information about how to earn Referral Bonuses on Page 3!

SAFETY ANNOUNCEMENTS

WORKPLACE INJURIES

Reporting work injuries in a timely manner is critical in providing guidance to the injured employee and their supervisor. Please report all work injuries **immediately** to your supervisor. Your supervisor will provide you with a Work Injury Report to be completed as soon as possible which needs to be emailed to **Steve Hoffmaster** as soon as possible, but **no later than 18 hours** for a minor injury. For a significant injury, the Work Injury Report must be emailed to Steve **ASAP, and within 7 hours** of the injury. This is critical to be in compliance with OSHA and our Workers' Compensation insurance carrier. Steve's email address is **shoffmaster@rohrerbus.com**, office number is **(717) 957-3811, ext. 1306**, and cell phone is **(717) 798-2758**. If you cannot reach your supervisor, reach out to Steve. Make sure the Work Injury Report is the March 2023 version, not a previous, outdated version.

ACCIDENT AND INCIDENT REPORTS

Accident Reports and Incident Reports must reach the Safety Department **within 24 hours** of accident/incident. This is critical in processing the paperwork efficiently and notifying PennDOT, insurance company(ies), vehicle/property owners, police departments, etc., as needed. Remember, you **are not required** to give a statement at an accident scene. Inform the officer/trooper that you will be completing a report and Rohrer Bus Service will gladly provide them a copy of the report. **Do not** admit fault/guilt at an accident scene.

SPEED MONITORING

Your Safety Department will be actively monitoring speeding and will be reaching out to supervisors of violating drivers. Depending on your history, you may be asked to sign an Employee Discussion Report or an Employee Warning Notice to properly document the infraction. Supervisors may be doing this at the request of the Safety Department, so if you want to be upset with someone, it is not your supervisor. We expect you to operate your vehicle at a safe speed and not exceed the speed limit partly due to public perception, but mostly because it is dangerous to you, your students, and all motorists you encounter. Speeding is against company policy, is illegal, and is a significant factor in many crashes. If your run causes you to get behind schedule, discuss it with your supervisor to see what changes can resolve it. Safety 1st, Schedule 2nd!

Ice Cleat Indicators

Blue indicator lights will be installed on our lots to notify employees when wearing ice cleats is mandatory. Employees are welcome to use their ice cleats even if the blue light is not illuminated. If you feel the conditions warrant you wearing your ice cleats and the blue light is not on where you park your vehicle, please wear them for your safety.

Safety Slogans

The Safety Slogans for this quarter are TBD. We will be distributing flyers with the new slogans soon, so keep an eye out! You can also check on current safety slogans at any time by visiting **www.rohrerbus.com/employee-information**

OTHER NEWS

UPCOMING EVENT- Rohrer Bus Company Golf Outing!

Details:

Armitage Golf Course

800 Orrs Bridge Rd. Mechanicsburg, PA 17050

October 22nd, 2023 • Tee times start at 12 pm

If you're interested in joining us, please reach out to **John Brinton** at **(717) 957-4774 ext.1254** no later than **October 16th**. We hope to see you there!

ALL Rohrer Bus Employees: drivers, office staff, shop employees, etc.,
WELCOME TO JOIN!



SCHOOL BUS SAFETY WEEK 2023

School Bus Safety Week is happening this year **October 16th-20th**. One of the things we do to honor the occasion is put together a media kit that provides content and information that anybody can use on social media, or just to learn. We will distribute this to all team members, and we will be very active on Facebook that week sharing school bus safety information. We would like to encourage you all to follow us on Facebook **@RohrerBus**, and join us in passing on our messages!

We will conclude School Bus Safety Week with a **Test Drive a School Bus** event on **Saturday, October 21st**. Locations will be announced within the next few weeks. We will send out updates as we work through planning, so keep an eye out!

HALLOWEEN EVENTS

Local Halloween Parades, Trunk-or-Treats, and more are the highlight of the fall months for many of our teammates! Please consider if your team is interested in participating in a Halloween event close to you, and email **rhunt@rohrerbus.com** for help with candy/other supplies.

Also, tag **@RohrerBus** on Facebook if you take pictures during one of these events!




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. Just call the Payroll office at (717) 957-3811 for more information and begin planning for your future TODAY!

HR
CORNER

Tired of waiting for the mailperson to deliver your paycheck?

Consider a PAYENTRY CARD  NOW AVAILABLE for your payroll! It's easy and quick to set up, and doesn't require you to have a bank account! On payday, your money will be direct deposited onto your Payentry Debit Card. Your money will be promptly available, you can rest easy, and save time; no more waiting or running! Benefit from secure payments, easy to use online account, and excellent customer service. A Rohrer Bus Direct Deposit Form AND Payentry Card Enrollment Form would BOTH need to be completed to activate this option. Contact Payroll at (717) 957-3811 to learn more!

Earn your Referral Bonus We want your friends and family to work with us!

It's super easy to earn \$1000 for referring a School Bus Driver or \$500 for referring a Van Driver to work with us! More details in the article below:

Referral Bonus FAQ!

How do I refer someone so that I get a bonus?

Have you talked to a friend or family member about joining the team? When they apply to Rohrer Bus and include YOUR NAME on their employment application AND mention YOUR NAME during their initial interview, you will get listed as the person who referred them and be eligible for a bonus IF they get hired and complete certain criteria.

What does the person I refer have to do?

They have to tell us you referred them during the hiring process. They put your name on their application and then mention you during their interview. If they get hired, and then ONCE they earn \$2000 with Rohrer Bus, you will be eligible for your referral bonus.

When do I GET my referral bonus?

Referral bonuses are paid out quarterly in March, June, September and December. Once the new employee earns their \$2000, you will see your bonus in the last paycheck of the next quarterly payout month.

In Summary:

GETTING A REFERRAL BONUS: When a new employee writes **your name** on their employment application as the person who referred them and they also state your name during the interview process.

CALCULATING A REFERRAL BONUS: The new employee needs to earn \$2,000.00 in wages.

RECEIVING A REFERRAL BONUS: Paid on a quarterly basis; March, June, September, December. You will see the Referral Bonus in your pay on the next payout after the new employee that you referred has earned the necessary wages.

NEW FACES IN THE CROWD!

We hope you will join us in welcoming the new members of our team! Since our last newsletter, the following individuals began working for Rohrer:

Mayra Acosta-Calder – Van driver, Hazleton

Krista Alaidy – Van driver, South Middleton

Keyla Alfonseca Rosario – School bus driver, Hazleton

Makayla Beatty – School bus driver, East Pennsboro

Lori Bianchi – Van driver, Lower Dauphin

Cassandra Brunner – Summer Help, Duncannon Shop

Irene Buck – School bus driver, Susquenita

Mayelin Carrasco-Perez – Van driver, Hazleton

Samantha Carrillo – Aide, Weatherly

Ethan Casner – Diesel Tech, Duncannon

Thaeli Ciprian – School bus driver, Hazleton

Kcee Davis – Van driver, Abington Heights

Meghann Drury – School bus driver, South Middleton

Savanna Fisher – School bus driver, Cumberland Valley

Zachary Gleixner – Diesel Mechanic, Duncannon

Aleksandra Greene – School bus driver, Delaware Valley

Marie Gunderman – Van driver, North Pocono

Jamie Haller – Van driver, Cumberland Valley

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New Faces In The Crowd Continued...

Thomas Hanlon Jr – School bus driver, North Schuylkill
Denise Hazzard – School bus driver, Susquehanna Township
Jack Heisey – Van driver, Cumberland Valley
James Hess – Van driver, Lower Dauphin
Jessica Humphreys – School bus driver, Cumberland Valley
Lisa Jimenez Diaz – School bus driver, Susquehanna Township
Virginia Joy – School bus driver, Delaware Valley
Julie Kenee – School bus driver, Susquenita
Camrin Keiper – School bus driver, Abington Heights
Betty Kowalski – Van driver, North Pocono
William Kreiner – Van driver, Susquehanna Township
Rob Lindsey – School bus driver, Hazleton
Kate Livingston – Van driver, Northern York
Joseph Martin – Hershey driver, Duncannon
Connie Myers – Van driver, Northern York
Haley Myers – Van driver, Consortium
William Myers – Hershey, Duncannon
Angeline Neal – Van driver, South Middleton
Julia Ocker – School bus driver, South Middleton
James Ortiz – School bus driver, Hazleton
Charles Price – School bus driver, North Pocono
Corey Raub – School bus driver, East Pennsboro
Moriah Reader – School bus driver, Lower Dauphin
Andrew Reisinger – Shop tech, Duncannon
Adam Riley – School bus driver, Lower Dauphin
Megan Rill – Front Desk Receptionist, Duncannon
Milaury Rodriguez – School bus driver, Hazleton
Patricia Roeting – School bus driver, Lower Dauphin
George Ruiz – Van driver, North Schuylkill
Sandra Ryan – Sales driver, Duncannon
Rachelle Semper – School bus driver, Northern York
Amy Shuttlesworth – School bus driver, Halifax
Tracy Vest – Van driver, Consortium
Annaya Welch – School bus driver, Mifflinburg
Timothy Yoder – Van driver, Susquehanna Township

Welcome to
our team!

Health Benefit Cheat Sheet for Full Time and ACA Eligible Employees

Medical – Capital Blue Cross

Cards will only be issued if you changed your plan or are newly enrolled
Member Services: (800) 962-2242

Dental – Sun Life

Group number is 934754 and the ID # (for everyone enrolled) is your SS#
To find a provider: www.sunlife.com/findadentist
Fax claims to: (563) 242-0184

Vision – VSP

There is no card, no group number. The ID # (for everyone enrolled) is your SS#
Customer Service: (800) 877-7195

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!



PART-TIME POSITIONS!

School Bus and Van Drivers

We are looking to train School Bus and Van Drivers in most of our districts. School Vehicle Drivers are responsible for transporting kids safely to school in the morning and home in the afternoon. Drivers are essential in driving the future forward!

Field Trip/Sports Trip Drivers

We need part-time bus drivers to provide transportation for students attending field trips, extra-curricular activities or sporting events in many of our districts. These drivers are not required to do daily to-and-from school student transportation.

If you know anyone who might be interested in joining the Rohrer Bus team of drivers, please encourage them to call us at (717) 957-3811 or apply online at rohrerbus.com/drive!