

KENSTON

In the know!

June 2016

Quick Links



Gratitude

District Website

Calendar

SAFER SCHOOLS 24/7

844-SAFEROH



Ohio State Board of Education has granted Kenston with one of their first annual Momentum Awards. The award recognizes districts that have received A's on every value-added measure included in Ohio's school and district reports.

A MESSAGE FROM OUR SUPERINTENDENT

Thank you all for another great school year. As always, I am so proud and inspired by your commitment to our students, schools, and community. Have a safe and happy summer, relax and enjoy some well deserved time off with your family and friends!

NOTES FROM THE FISCAL OFFICE

FLEX SAVINGS PLAN INFORMATION

The 2016-17 deadline for submitting your re-enrollment or enrollment to participate in the Section 125 Cafeteria Flex Savings Plan is **July 1, 2016**. If you are currently enrolled in this plan you received a 2016-17 enrollment form in the inter-office mail. **If you would like information regarding this plan, please contact the Payroll Department.** You can also go to www.mytakecareplan.com and watch a short informational video.

FRONTLINE NO LONGER SUPPORTING INTERNET EXPLORER 8 AESOP

As Microsoft releases new versions of Internet Explorer, they discontinue technical support, security updates and compatibility fixes for older versions. Because this support is no longer offered for Internet Explorer 8, we will discontinue building Aesop compatibility with this browser version. As we improve Aesop functionality and add new enhancements to the products, those who continue to use Internet Explorer 8 will find that Aesop will not operate on this browser.

Aesop will continue to support Internet Explorer 9 and above, as well as other currently supported browsers. We're providing this advance notice to our customers to give you as much time as possible to determine what action may need to be taken in your district to ensure those using Aesop have access to Internet Explorer 9 or above. If you have any questions, please direct them to Aesop Support at support@frontlinetechnologies.com.

VISION COVERAGE

Medical Mutual is our provider for Medical and Dental plans



Congratulations to Kelly Seitz for being chosen as Chagrin Rotary Today's Teacher 2016! We are lucky to have her at Kenston.



Each year, the State Support Team Region 4, along with the Lake County Education Service Center and Geauga County Education Service Center, regionally hosts the R.A. Outstanding Student Achievement and Franklin B. Walter Outstanding Educator Awards Program for Lake and Geauga County. This year Ellen Larken and Debbie Kramer were honored with the Outstanding Educator Award. Kudos! on their well deserved recognition.

and **VSP is our Vision provider** which is a separate entity. Please be aware of this when you wish to use our vision insurance plan. Visit www.vsp.com for information or call 1-800-877-7195.

WORK RELATED INJURIES

Injury avoidance coupled with caution is the way to prevent work related injuries. Please continue to use extreme caution in our parking lots and halls. If in doubt, review safety procedures with your supervisor and heed safety rules and training instructions. Reporting work related injuries in a timely manner provides all of us with the correct information to process potential claims quickly and accurately. If a work related injury occurs, **CONTACT YOUR SUPERVISOR IMMEDIATELY!**

If you are not involved in a life threatening situation, complete the Employee Accident Reporting Packet provided to you by your supervisor. Seek treatment, if necessary, and give the treatment facility your employee accident reporting packet. Be sure to notify the treatment facility that this is a work-related injury. Following this process will ensure that your situation will receive proper attention and follow through.

LEAVE BALANCES

Your pay stub has important information regarding your leave balances. Please review your most recent payroll stub before requesting any type of leave. The information reflects days used and submitted through the pay period ending dates which are located on your pay stub. If a day was used after the pay period ending date, please adjust your records accordingly before making your request.

Employees are responsible for submitting paperwork for absences on time and for keeping track of their own balances. Overuse of leave days or untimely submission of absence sheets may result in a loss of pay. [HR KIOSK](#) is also a great source for leave balances. It not only indicates your balances, but also provides all dates of leave that have been taken up to the last payroll period ending date.

ANNUAL NOTICE TO EMPLOYEES REGARDING THE KENSTON LOCAL SCHOOL DISTRICT SECTION 403(B) PLAN

As an employee of the Kenston Local School District, you are eligible to participate in the Kenston Local School District's [Tax Sheltered Annuity Plan \(TSA\)](#). The plan permits you to elect to defer a portion of your salary or wages on a pre-tax basis. This annual notice is a reminder that the Plan is available to you. [Here is a link to a detailed list of annuity providers](#). Please contact the Treasurer's office if you would like to defer compensation under the Plan, or would like to change the amount that you are deferring under the Plan.

In 2015, the general limitations on deferral under the Plan are:

403(b) employee elective salary deferral limit:
\$18,000

457(b) employee elective salary deferral limit: \$18,000

403(b), 457(b), age 50 or older catch up limit:



Our School Library Media Specialist, Sue Subel, will be honored by the Ohio Educational Library Media Association with the Outstanding Contributor Award. We appreciate her outstanding contributions to the school library profession.

\$6,000

403(b) service-based catch-up for employees with 15+ years of service – \$3,000 *who work for a qualifying employer and have under-contributed in prior years

THE 3RD ANNUAL KENSTON HS FOOTBALL MATTRESS FUNDRAISER

*Every Purchase
Benefits THE
FOOTBALL TEAM!*




Please join us Saturday, July 23rd from 10am–5 pm at Kenston High School for our annual mattress fundraiser. Every purchase benefits the football team. Faculty, staff, and your families are eligible for an additional 10% off and free delivery!

[Click here for additional information and your coupon!](#)

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FORWARD EMAIL

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