

# Treasurer's Office Newsletter

January 2016

Doug Beeman  
Treasurer

Christine Chase  
Accounting Supr.

Cheryl Harris  
Secretary

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## WHAT'S TRENDING:

Employee Kiosk: Did you know Employee Kiosk has more to offer than just your IPDP? It provides real time information related to your attendance and leave balances. Also, you can review past pays slips and access or print your previous year W-2.

Health Insurance Questions: **Holly Gibson is your new contact at Gallagher Benefit Services.** Some of you may remember Holly from a few years ago when we started with Gallagher in 2013. Holly's contact information is located on the insurance page of the intranet.

Reminder: The District's insurance web site (intranet) provides valuable information about:

- Coverage limits for health and dental
- Life insurance
- Contact information for Holly at Gallagher Benefit Services
- Flexible Spending
- Wellness

Professional Development: Remember these important steps:

- Complete the green Professional Development form in its entirety.
- Follow the registration instructions on the green P.D. form.
- Meals are limited to \$5 breakfast, \$8 lunch and \$12 dinner.
- If you need to stay overnight, take the District Credit Card.
- Return itemized receipts.



## District Credit Cards:

Wadsworth City Schools has various credit cards (PNC Visa—Walmart—Lowes—Home Depot) available for staff to provide a convenient and efficient means to purchase goods, services, hotel rooms, etc. Remember to indicate where the credit card will be used on your requisition.

Please bring your PO (pink copy) and any attachments to the Treasurer's Office to obtain the appropriate card. **In addition, it is imperative that a detailed, itemized receipt be returned with the credit card.** Failure to return the credit card without a receipt may result in the employee being personally responsible for the charges.

Credit cards shall not be used in order to circumvent the general purchasing procedures established by State law and Board policy. District credit card usage is governed by Board Policy No. 6423.

## Affordable Care Act Compliance

The Wadsworth City Schools in collaboration with the Summit Regional Healthcare Consortium has been working to assure the District is in compliance with the federally mandated Affordable Care Act (A.C.A.).

Here are a few of the items the District had to undertake:

- Paid Transitional Reinsurance Tax of over \$40,000. This is a tax of \$44 on every employee and dependent covered on the District's health insurance plan.
- Filed Federal Tax form 720 Federal Excise Tax related to the A.C.A.
- Obtained dependent social security numbers for 1095(B) and 1095(C) reporting.
- Identified employees (including substitutes) that average more than 30 hours of work per week and are eligible for health care coverage effective January 1, 2016.
  - Development of a health care plan that meets the requirements of the A.C.A.

Items on the horizon:

- In 2016, the District will be required to issue 2015 IRS Forms 1095(B) and 1095(C).
  - IRS Form 1095(B) is issued to the IRS on behalf of the District.
  - IRS Form 1095(C) is issued to the each employee eligible to receive health insurance coverage. This form will represent the cost of your health care for 2015.
- The Affordable Care Act will cost the Wadsworth City Schools an additional \$150,000 to \$250,000 annually—depending upon the number of employees currently averaging more than 30 hours per week that elect health care coverage, plus the taxes and fees that the District is required to pay.