

**ZANESVILLE BOARD OF EDUCATION  
SPECIAL REGULAR MEETING**

**January 6, 2016**

Mrs. French called the meeting to order @ 5:30 p.m. Those answering roll call: Mr. Bunting, Mr. Coulson, Mr. Curry, Mrs. French, Mr. Swope. Also present were Mr. Baker, Superintendent and Mr. Young, Treasurer.

**#16-022 APPROVAL OF BOARD MINUTES**

Mr. Swope moved and Mrs. French seconded that the Board of Education approves the minutes of the Zanesville Board of Education special meeting on December 18, 2015 and the regular meeting on December 15, 2015.

Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry, Mrs. French, Mr. Swope. President declared motion carried.

**#16-023 REPORT OF THE TREASURER OF THE BOARD OF EDUCATION**

Mr. Bunting moved and Mrs. French seconded to approve the following recommendations:

**December Financial Reports**

Approve the following financial reports:

- Financial report by fund
- Expenditure report
- Investment report

**Reconciliations**

Approve the following reconciliations for December:

- General and Payroll

**2016-2017 Alternative Tax Budget**

Approve the Alternative Tax Budget as required by the Muskingum County Auditor's office for the period July 1, 2016 – June 30, 2017.

Those voting aye: Mr. Coulson, Mr. Curry, Mrs. French, Mr. Swope, Mr. Bunting. President declared motion carried.

**#16-024 TRANSFER – CLASSIFIED STAFF**

Mr. Curry moved and Mr. Swope seconded to approve the transfer of Margret Lee from Secretary – Class II & SIS Coordinator to Assistant Coordinator – EMIS (0-4 yrs) \$42,000. This is a 12 month non-licensed supervisor position. Contract will be prorated to reflect November 1, 2015 effective date.

Approve the transfer of Jayanne N. Guiler from school van driver to bus driver, effective December 14, 2015, pending background check and proper certification. Rate of pay is step 0 (5 hours per day, 5 days per week) from the appropriate salary schedule.

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Those voting aye: Mrs. French, Mr. Swope, Mr. Bunting, Mr. Coulson, Mr. Curry. President declared motion carried.

**#16-025 SALARY ADJUSTMENTS - CERTIFICATED**

Mr. Bunting moved and Mr. Swope seconded to approve the following personnel to be granted salary adjustments effective with the current contract year, for second semester only. Reason for the adjustment is due to having completed requirements for a new classification on the salary schedule by virtue of additional study.

Ashley Ross	MA
Melinda Rush	MA+15
Deborah Ball	MA+45
Holli Gattshall	BA+139
Melissa Morgan	MA+15
Derek Reed	MA
Doug Zorne	MA+45

Those voting aye: Mr. Swope, Mr. Bunting, Mr. Coulson, Mr. Curry, Mrs. French. President declared motion carried.

**#16-026 UNPAID LEAVES OF ABSENCE**

Mr. Swope moved and Mr. Bunting seconded to approve the following personnel for unpaid leaves of absence:

Name		Total Days
Jennifer Salisbury	12/1, 12/9 & 12/15/15	3 days
Sharon Singree-Fulton	12/7 & 12/8/15	2 days

Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry, Mrs. French, Mr. Swope. President declared motion carried.

**#16-027 EMPLOYMENT - SUBSTITUTES**

Mr. Swope moved and Mrs. French seconded approve the following substitute custodians, as and when needed, pending appropriate certification and background checks for the 2015-2016 school year.

Substitute Custodian			
Gary Joseph	Rita Russell		

Approve the following substitute teachers, as and when needed, pending appropriate certification and background checks for the 2015-2016 school year.

Substitute Teachers			
Olivia Earich	Herman Lacy		

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Approve the following substitute bus aide, as and when needed, pending appropriate certification and background checks for the 2015-2016 school year.

<b>Substitute Bus Aide</b>			
Evelyn Chason			

Those voting aye: Mr. Coulson, Mr. Curry, Mrs. French, Mr. Swope, Mr. Bunting. President declared motion carried.

**#16-028 CLASSIFIED - RESIGNATION**

Mr. Swope moved and Mr. Coulson seconded to accept the resignation of Katrina Landerman, food services, effective December 31, 2015. Reason for resignation is retirement.

Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry, Mrs. French, Mr. Swope. President declared motion carried.

**#16-029 EMPLOYMENT – CLASSIFIED**

Mr. Bunting moved and Mr. Curry seconded to approve the employment of Carla Law as a full time bus driver. Effective date of employment is January 4, 2016. Salary will be step 0 from the appropriate salary schedule, pending background check.

Approve the employment of Larry Gatten as a full time van driver. Effective date of employment is January 4, 2016. Salary will be step 1 from the appropriate salary schedule, pending background check.

Those voting aye: Mr. Curry, Mrs. French, Mr. Swope, Mr. Bunting, Mr. Coulson. President declared motion carried.

**#16-030 EMPLOYMENT – PERMANENT SUBSTITUTE TEACHER**

Mr. Swope moved and Mr. Coulson seconded to approve Joseph S. Oliver as a permanent substitute teacher, pending appropriate certification and background checks for the remainder of the 2015-2016 school year, effective January 7, 2016. Rate of pay will be \$80.00 per day.

Those voting aye: Mrs. French, Mr. Swope, Mr. Bunting, Mr. Coulson, Mr. Curry. President declared motion carried.

**#16-031 EXECUTIVE SESSION**

Mr. Swope moved and Mr. Bunting seconded to go into executive session:

WHEREAS board of education and other governmental bodies are required by statute “to take official action and to conduct all deliberations upon official business only in open meetings, unless the subject matter is specifically exempted by law”;

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WHEREAS “the minutes need only reflect the general subject matter of discussions in executive session”, and

WHEREAS the members of a public body may hold an executive session only at a regular or special meeting for the sole purpose of consideration of any of the matters set forth below.

NOW THEREFORE BE IT RESOLVED under the provisions of ORC 121.22 the board hereby enters executive session for the reason(s) herein stated:

- X   Personnel matters
- X   to consider the promotion or compensation of public employee(s) or officials

Time entered executive session: 5:46 p.m.  
Time returned to public session: 6:31 p.m.

Those voting aye: Mr. Curry, Mrs. French, Mr. Swope, Mr. Bunting, Mr. Coulson. President declared motion carried.

**#16-032 SALARY ADJUSTMENTS – ADMINISTRATIVE**

Mr. Bunting moved and Mr. Swope seconded to following salary adjustments retroactive to November 1, 2015 to reflect changes made with the passage of the Administrative Salary Schedule:

Last Name	First Name	Title	Salary 2015-2016
Archer	Charles	Research Psychologist	\$56,825.00
Cook	Roger	Security	\$30,216.00
Fisher	Jacob	Technology Coordinator	\$55,000.00

Those voting aye: Mr. Curry, Mrs. French, Mr. Swope, Mr. Bunting, Mr. Coulson. President declared motion carried.

**#16-033 MEETING ADJOURNMENT**

Mr. Swope moved and Mr. Coulson seconded that the Zanesville City Schools Board of Education meeting is adjourned @ 6:32 p.m. Those voting aye: Mrs. French, Mr. Swope, Mr. Bunting, Mr. Coulson, Mr. Curry. President declared motion carried.

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*President*

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*Treasurer*