

**Board of Education Regular Meeting**

**January 9, 2024**

**5:30 P.M.**

**Zanesville City Schools**

**Administration Building**

**956 Moxahala Ave.**

**Zanesville, Ohio 43701**

*Board of Education Members:*

*Lori Buchanan*

*Valencia Clark*

*Lori Lee*

*Janet Long*

*Mindy Waite*



*Doug Baker, Ed. D.*

*Superintendent*

*Mike Young*

*Treasurer*



# **ZANESVILLE CITY SCHOOLS**

## **VISION STATEMENT**

Zanesville City Schools is the premier district in southeastern Ohio providing innovative and progressive educational experiences, where culturally diverse students are engaged in learning and supported by our caring staff in safe and state-of-the-art facilities.

*Zanesville City Schools, the district you will never outgrow!*

## **MISSION STATEMENT**

Zanesville City Schools provides all students the opportunity to reach their full potential and ultimately become responsible, productive, life-long learners, and contributing citizens of the United States of America in a global society.

## **BELIEF STATEMENTS**

**WE BELIEVE** the cultural diversity of our community brings strength and unity to the learning environment and that respect for individual differences is critical to the educational process.

**WE BELIEVE** our students can learn at high levels, in different ways and at different times when provided equal opportunities.

**WE BELIEVE** we must provide relevant, meaningful learning experiences so that our students are active, literate and self-directed learners.

**WE BELIEVE** our schools must be safe, child-centered environments with equal access for all to the educational process.

**WE BELIEVE** our staff and community must promote and model lifelong learning for students throughout our school district.

**WE BELIEVE** our students must be prepared to function in and adapt to a changing and diverse society.

**WE BELIEVE** that a superior and well-funded school district is the foundation for student learning and a prosperous community

**WE BELIEVE** strong interaction among the family, school, and community, based on mutual trust, honesty and open communication supports student learning.



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**C. ROLL CALL – Mike Young**

\_\_\_\_\_ Buchanan \_\_\_\_\_ Clark \_\_\_\_\_ Lee \_\_\_\_\_ Long \_\_\_\_\_ Waite

**D. INTRODUCTION OF GUEST**

**E. ZEA PRESENTATIONS/COMMENTS**

**F. STUDENT REPORTS/UPDATES**

**G. ZANESVILLE COMMUNITY HIGH SCHOOL REPORTS/UPDATES**

**H. REPORT OF THE BOARD OF EDUCATION**

**1. Approval of Board Minutes**

BE IT RESOLVED that the Board of Education approves the minutes of the Zanesville Board of Education at the Special Board Meeting on December 12, 2023 and Regular Meeting on December 19, 2023.

\_\_\_\_\_ moved and \_\_\_\_\_  
seconded the adoption of the motion, and roll call resulted.

\_\_\_\_\_ Buchanan \_\_\_\_\_ Clark \_\_\_\_\_ Lee \_\_\_\_\_ Long \_\_\_\_\_ Waite



**I. REPORT OF THE TREASURER OF THE BOARD OF EDUCATION – Mike Young**

BE IT RESOLVED, to approve the following recommendations:

**1. December Financial Reports**

Approve the following financial reports:

Financial report by fund  
Expenditure report  
Investment report

**2. Reconciliations**

Approve the following reconciliations for December:

General  
Payroll

**3. Monthly Financials – Zanesville Community High School**

Approve the December 2023 minutes, bank reconciliation and financial reports for Zanesville Community High School.

**4. 2024-2025 Alternative Tax Budget**

Approve the Alternative Tax Budget as required by the Muskingum County Auditor's office for the period July 1, 2024-June 30, 2025.

**5. Donations/Grants**

Accept the following donations:

\$350 from Kessler Sign Company to be used for Zanesville Middle School Basketball

\$500 from AJ's Fuel Food Mart & Drive Thru to be used for Zanesville Middle School Basketball

\_\_\_\_\_ moved and \_\_\_\_\_  
seconded the adoption of the motion, and roll call resulted.

\_\_\_\_\_ Clark    \_\_\_\_\_ Lee    \_\_\_\_\_ Long    \_\_\_\_\_ Waite    \_\_\_\_\_ Buchanan

**J. SUPERINTENDENT'S RECOMMENDATIONS – Doug Baker  
PERSONNEL RECOMMENDATIONS**

BE IT RESOLVED, to approve the following personnel recommendations:

**1. Resignation - Certificated**

Approve the resignation of Sue Graham, Teacher at Zanesville High School, effective June 1, 2024. Reason for resignation is retirement.

Approve the resignation of Alison Todd, Nurse at Zanesville High School, effective January 2, 2024. Reason for resignation is personal.

\_\_\_\_\_ moved and \_\_\_\_\_  
seconded the adoption of the motion, and roll call resulted.

\_\_\_\_\_ Lee \_\_\_\_\_ Long \_\_\_\_\_ Waite \_\_\_\_\_ Buchanan \_\_\_\_\_ Clark

**2. Employment - Classified**

Approve the employment of Samantha Rabagia, Secretary at John McIntire Elementary, effective January 3, 2024, pending background check. Rate of pay will be Building Secretary, Step 1 from the appropriate salary schedule.

\_\_\_\_\_ moved and \_\_\_\_\_  
seconded the adoption of the motion, and roll call resulted.

\_\_\_\_\_ Long \_\_\_\_\_ Waite \_\_\_\_\_ Buchanan \_\_\_\_\_ Clark \_\_\_\_\_ Lee

**3. Employment - Substitutes**

Approve the following substitutes as listed, as and when needed, pending appropriate certification and background checks for the 2023-2024 school year:

Substitute Aides/Bus Aides			
Kathy Butcher	Tricia Reilly		

\_\_\_\_\_ moved and \_\_\_\_\_  
seconded the adoption of the motion, and roll call resulted.

\_\_\_\_\_ Waite \_\_\_\_\_ Buchanan \_\_\_\_\_ Clark \_\_\_\_\_ Lee \_\_\_\_\_ Long

**J. SUPERINTENDENT'S RECOMMENDATIONS – Doug Baker  
PERSONNEL RECOMMENDATIONS (con't)**

**4. Salary Adjustments - Certificated**

Approve the following personnel as listed 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, pending receipt of official transcripts:

Jennifer Hammersley	MA+45	Libby Buchanan	MA+15
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\_\_\_\_\_ moved and \_\_\_\_\_  
seconded the adoption of the motion, and roll call resulted.

\_\_\_\_\_ Buchanan \_\_\_\_\_ Clark \_\_\_\_\_ Lee \_\_\_\_\_ Long \_\_\_\_\_ Waite

**5. Salary Adjustments - Classified**

Approve a salary adjustment for Rian Burrell, Special Education Aide at Zanesville Middle School, to reflect MD Aide w/AA, step 0, effective December 22, 2023, for additional education documentation. Pending certification and background check.

\_\_\_\_\_ moved and \_\_\_\_\_  
seconded the adoption of the motion, and roll call resulted.

\_\_\_\_\_ Clark \_\_\_\_\_ Lee \_\_\_\_\_ Long \_\_\_\_\_ Waite \_\_\_\_\_ Buchanan

**6. Professional Development - Restraint Training**

Approve to pay Matthew Winland, facilitator, and Rian Burrell, trainee, for a four-hour restraint training session on December 22, 2023 at the Administration Building. Rate of pay will be \$25.00 per hour. In addition, Matt Winland will received \$20.00 for completed paperwork.

\_\_\_\_\_ moved and \_\_\_\_\_  
seconded the adoption of the motion, and roll call resulted.

\_\_\_\_\_ Lee \_\_\_\_\_ Long \_\_\_\_\_ Waite \_\_\_\_\_ Buchanan \_\_\_\_\_ Clark

**J. SUPERINTENDENT'S RECOMMENDATIONS – Doug Baker  
PERSONNEL RECOMMENDATIONS (con't)**

**7. Volunteers**

Approve the following volunteers as listed for the Zanesville City Schools for the 2023-2024 school year pending appropriate backgrounds checks:

Name	Building	Type
Stephanie Jones	ZGI	Parent
Warren Lent	ZGE	Community
Susan Hudson	ZGE	Parent

\_\_\_\_\_ moved and \_\_\_\_\_  
seconded the adoption of the motion, and roll call resulted.

\_\_\_\_\_ Long \_\_\_\_\_ Waite \_\_\_\_\_ Buchanan \_\_\_\_\_ Clark \_\_\_\_\_ Lee

**8. FMLA Leave of Absence**

Approve the following employees as listed for FMLA Leave of absence:

Name	Dates
Roxanne Dennis	1/16/2024 - 3/11/2024

\_\_\_\_\_ moved and \_\_\_\_\_  
seconded the adoption of the motion, and roll call resulted.

\_\_\_\_\_ Waite \_\_\_\_\_ Buchanan \_\_\_\_\_ Clark \_\_\_\_\_ Lee \_\_\_\_\_ Long

**9. 21<sup>st</sup> Century Program - Teachers**

Approve the following personnel as listed as After-School Program teachers at a rate of \$40 per hour as and when needed for a portion of the 2023-2024 school year: Teachers will be funded by Muskingum Behavioral Health Grant funds and/or 21st Century Grants and/or ESSER .

<u>Andrea Minnich</u>	<u>Madelaine McCarthy</u>
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\_\_\_\_\_ moved and \_\_\_\_\_  
seconded the adoption of the motion, and roll call resulted.

\_\_\_\_\_ Buchanan \_\_\_\_\_ Clark \_\_\_\_\_ Lee \_\_\_\_\_ Long \_\_\_\_\_ Waite

**J. SUPERINTENDENT’S RECOMMENDATIONS – Doug Baker  
BUSINESS RECOMMENDATIONS**

**10. Adjustment - Allwell Behavioral Health Services Agreement**

Approve an adjustment in the amount to the Allwell Behavioral Health Services Agreement originally approved at the November 21, 2023 Zanesville City School Board Meeting to reflect \$25,000 instead of \$20,000.

\_\_\_\_\_ moved and \_\_\_\_\_  
seconded the adoption of the motion, and roll call resulted.

\_\_\_\_\_ Clark    \_\_\_\_\_ Lee    \_\_\_\_\_ Long    \_\_\_\_\_ Waite    \_\_\_\_\_ Buchanan

**11. Muskingum Valley Park District - Easement**

Approve the attached Easement for Ingress and Egress with the Muskingum Valley Park District. The easement is to allow the Park District to construct and maintain a sidewalk on lots 9 and 10 of the Henry Jones Addition to the Town of Putnam, located on Muskingum Avenue. This sidewalk will connect the Putnam Greenway Bike Trail with the existing sidewalk on Pierce Street.

\_\_\_\_\_ moved and \_\_\_\_\_  
seconded the adoption of the motion, and roll call resulted.

\_\_\_\_\_ Lee    \_\_\_\_\_ Long    \_\_\_\_\_ Waite    \_\_\_\_\_ Buchanan    \_\_\_\_\_ Clark

**J. SUPERINTENDENT’S RECOMMENDATIONS – Doug Baker  
OTHER RECOMMENDATIONS**

**12. Policy Item for Approval**

Policy 9550.02 Community Schools: Oversight and Evaluation

\_\_\_\_\_ moved and \_\_\_\_\_  
seconded the adoption of the motion, and roll call resulted.

\_\_\_\_\_ Long    \_\_\_\_\_ Waite    \_\_\_\_\_ Buchanan    \_\_\_\_\_ Clark    \_\_\_\_\_ Lee

**J. SUPERINTENDENT’S RECOMMENDATIONS – Doug Baker  
OTHER RECOMMENDATIONS (con’t)**

**Items for Review:**

Policy 9550.04 Community Schools: Enrollment and Financial Reviews  
Policy #TBD Community Schools: Written(Formal) Recommendations,  
Interventions, & Improvement Plans

2024-2025 Zanesville High School Curriculum Guide

**K. REPORT/DISCUSSION ITEMS**

**L. BOARD COMMITTEE UPDATES**

Legislative Liaison –  
Student Achievement Liaison –  
Audit Committee –  
Insurance Committee –  
Buildings & Grounds Committee –  
Business Advisory Council –

**M. CLOSING COMMENTS**

**N. 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”;

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:

**N. EXECUTIVE SESSION (con't)**

- \_\_\_\_\_ Personnel matters
  - \_\_\_\_\_ to consider the appointment of employee(s) [reemployment] or public employees or officials
  - \_\_\_\_\_ to consider the promotion or compensation of public employee(s) or officials
  - \_\_\_\_\_ to consider the dismissal, discipline, or demotion of employee(s) or students
- \_\_\_\_\_ to consider the investigation of charges or complaints of employee(s) or students
- \_\_\_\_\_ to consider the purchase of property for public purposes
- \_\_\_\_\_ to consider the sale of property at competitive bidding, if premature disclosure of information would give unfair competitive or bargaining advantages to a person whose personal, private interest is adverse to the general public interest
- \_\_\_\_\_ to confer with an attorney for the public body concerning disputes involving the public body that are subject of pending or imminent court action
- \_\_\_\_\_ conference with an attorney
- \_\_\_\_\_ preparing for, conducting, or reviewing negotiations or bargaining sessions with employees
- \_\_\_\_\_ matters required by federal law or state statutes to be confidential
- \_\_\_\_\_ specialized details of security arrangements

Time entered executive session: \_\_\_\_\_ a.m./p.m.

Time returned to public session: \_\_\_\_\_ a.m./p.m.

\_\_\_\_\_ moved and \_\_\_\_\_  
seconded the adoption of the motion, and roll call resulted.

\_\_\_\_\_ Waite    \_\_\_\_\_ Buchanan    \_\_\_\_\_ Clark    \_\_\_\_\_ Lee    \_\_\_\_\_ Long

**O. MEETING ADJOURNMENT**

BE IT RESOLVED, that the Zanesville City Schools Board of Education meeting is adjourned.

Time: \_\_\_\_\_ a.m./p.m.

\_\_\_\_\_ moved and \_\_\_\_\_  
seconded the adoption of the motion, and roll call resulted.

\_\_\_\_\_ Buchanan \_\_\_\_\_ Clark \_\_\_\_\_ Lee \_\_\_\_\_ Long \_\_\_\_\_ Waite