

**Board of Education Regular Meeting**

**March 15, 2016**

**5:30 P.M.**

**Zanesville High School**

**1701 Blue Ave.**

**Zanesville, Ohio 43701**

*Board of Education Members:*

*Vicky French - President*

*Brian Swope – Vice President*

*Scott Bunting*

*Mike Coulson*

*Fred Curry*



*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**

\_\_\_\_\_ Bunting \_\_\_\_\_ Coulson \_\_\_\_\_ Curry \_\_\_\_\_ French \_\_\_\_\_ Swope

**D. INTRODUCTION OF GUEST**

**E. ZEA PRESENTATIONS/COMMENTS**

**F. 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 Meeting on February 16, 2016.

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

\_\_\_\_\_ Bunting \_\_\_\_\_ Coulson \_\_\_\_\_ Curry \_\_\_\_\_ French \_\_\_\_\_ Swope

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

BE IT RESOLVED, to approve the following recommendations:

**1. February Financial Reports**

Approve the following financial reports:

Financial report by fund  
Expenditure report  
Investment report

**2. Reconciliations**

Approve the following reconciliations for January  
General  
Payroll

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

\_\_\_\_\_ Coulson \_\_\_\_\_ Curry \_\_\_\_\_ French \_\_\_\_\_ Swope \_\_\_\_\_ Bunting

**H. SUPERINTENDENT’S RECOMMENDATIONS – Doug Baker  
PERSONNEL RECOMMENDATIONS**

BE IT RESOLVED, to approve the following personnel recommendations:

**1. Employment - Classified**

Approve the employment of Mary Kinder as an Educational Aide at National Road Elementary, effective March 3, 2016, pending appropriate certification and background check. Rate of pay to be step 5 from the appropriate salary schedule.

Approve the employment of Kathy A. Butcher as 3 hours food services, at Zanesville Middle School, effective March 8, 2016, pending appropriate certification and background check. Rate of pay to be step 0 from the appropriate salary schedule.

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

\_\_\_\_\_ Curry \_\_\_\_\_ French \_\_\_\_\_ Swope \_\_\_\_\_ Bunting \_\_\_\_\_ Coulson

**2. Early Graduation – Zanesville High School**

Approve Nancy M. Harris, as a Zanesville High School graduate as of March 4, 2016. Nancy is a senior at Zanesville High School and has completed all graduation requirements. She wishes to attend the 2016 commencement ceremonies at the end of the 2016-2017 school year.

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

\_\_\_\_\_ French \_\_\_\_\_ Swope \_\_\_\_\_ Bunting \_\_\_\_\_ Coulson \_\_\_\_\_ Curry

**3. Unpaid Leaves**

Approve the following personnel for unpaid leaves of absence:

<b>Name</b>	<b>Dates</b>	<b>Total Days</b>
Lisa Clark	2/22 – 2/24 (½)	2½ day
Shannon Barrett	2/19 (½)	½ day
Todd Hynds	2/23	1 day
Jennifer Salsbury	2/23 – 2/29	5 days
Wendy Winland	2/23	1 day

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

\_\_\_\_\_ Swope \_\_\_\_\_ Bunting \_\_\_\_\_ Coulson \_\_\_\_\_ Curry \_\_\_\_\_ French

**H. SUPERINTENDENT’S RECOMMENDATIONS – Doug Baker  
PERSONNEL RECOMMENDATIONS (continued)**

**4. Supplemental Contracts**

Approve the following supplemental contracts for the 2015-2016 school year.

Name	Sport/Bldg.	Position	Exp.	Class	Stipend
Erika Goines	MS Track	Coach	2	IX	\$1,280.00

Approve the following supplemental contracts for the 2016-2017 school year.

Name	Sport/Bldg.	Position	Exp.	Class	Stipend
Matt McCandlish	Soccer	Coach / Girls Varsity	0	VII	\$2,262.00
Matt McCandlish	Soccer	Summer Fitness	0	X	\$808.00

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

\_\_\_\_\_ Bunting \_\_\_\_\_ Coulson \_\_\_\_\_ Curry \_\_\_\_\_ French \_\_\_\_\_ Swope

**5. Employment – Substitutes**

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

Substitute Teacher			
Kimberly Goldman	Christian Mason	Stephen Warner	

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

Home Instructors			
Cathy Winland			

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

\_\_\_\_\_ Coulson \_\_\_\_\_ Curry \_\_\_\_\_ French \_\_\_\_\_ Swope \_\_\_\_\_ Bunting

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

**6. NaviGate Prepared Agreement**

Be it resolved, to approve the agreement with NaviGate Prepared to assure compliance for safety procedures in our district. Start up cost is \$13,500.00 and an annual License Renewal.

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

\_\_\_\_\_ Curry \_\_\_\_\_ French \_\_\_\_\_ Swope \_\_\_\_\_ Bunting \_\_\_\_\_ Coulson

**7. Agreement – Muskingum County Library System & LightSail, Inc.**

Approve an agreement with the Muskingum County Library System and LightSail, Inc., to provide computers and programming to all 5<sup>th</sup> grade students at John McIntire Elementary at no cost to Zanesville City Schools. This agreement is effective for the 2016-2017 school year.

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

\_\_\_\_\_ French \_\_\_\_\_ Swope \_\_\_\_\_ Bunting \_\_\_\_\_ Coulson \_\_\_\_\_ Curry

**8. Zanesville High School Robotics Team National & World Competition**

Approve the Zanesville High School Robotics Team to attend the Robotics National Championship in Council Bluffs, Iowa on April 7 – April 9, 2016 and the Worlds Competition in Louisville, KY on April 20 – April 23, 2016. All student expenses will be funded by the Robotics Fund.

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

\_\_\_\_\_ Swope \_\_\_\_\_ Bunting \_\_\_\_\_ Coulson \_\_\_\_\_ Curry \_\_\_\_\_ French

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

**9. Policy Items for Consideration:**

- 1130 Conflict of Interest (revised)
- 2452 Disclosure of Security and Crime Statistics (Clery Act)
- 2460.03 Independent Educational Evaluations
- 3113 Conflict of Interest (revised)
- 4113 Conflict of Interest (revised)



**H. SUPERINTENDENT’S RECOMMENDATIONS – Doug Baker  
OTHER RECOMMENDATIONS (continued)**

**Policy Items for Consideration (continued)**

- 4162 Drug and Alcohol Testing of CDL License Holders
- 5112 Entrance Requirements
- 5200 Attendance
- 5223 Released Time for Religious Instruction
- 5320 Immunization
- 5330.03 Procurement and Use of Asthma Inhalers in Emergency Situations
- 5460 Graduation Requirements (revised)
- 6110 Grant Funds (revised)
- 6111 Internal Controls
- 6112 Cash Management of Grants
- 6114 Cost Principles – Spending Federal Funds
- 6116 Time and Effort Reporting
- 6325 Procurement – Federal Grants/Funds
- 6550 Travel Payment & Reimbursement (revised)
- 7300 Disposition of Real Property/Personal Property
- 7310 Disposition of Surplus Property
- 7450 Property Inventory
- 8500 Food Services (revised)
- 9270 Equivalent Education Outside the Schools (home Schooling)

**10. Policy Items for Adoption**

Approve the following policies for adoption:

- 1630.01 FMLA Leave
- 2260.02 Single Gender Classes and Activities
- 2461 Recording of District Meetings Involving Students and/or Parents
- 3220 Standards Based Teacher Evaluation
- 3430.01 FMLA Leave
- 4430.01 FMLA Leave
- 5517.02 Sexual Violence
- 7510 Use of District Premises
- 8420 Emergency Situations at Schools
- 8452 Automated External Defibrillators (AED)
- 9211 District Support Organizations

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

\_\_\_\_\_ Bunting \_\_\_\_\_ Coulson \_\_\_\_\_ Curry \_\_\_\_\_ French \_\_\_\_\_ Swope

**I. REPORT/DISCUSSION ITEMS**

**J. BOARD COMMITTEE UPDATES**

Legislative Liaison – Vicky French  
Student Achievement Liaison – Scott Bunting  
Audit Committee – Mike Young, Brian Swope and Fred Curry  
Insurance Committee – Mike Coulson

**K. CLOSING COMMENTS**

**L. 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:

- \_\_\_\_\_ 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.

\_\_\_\_\_ Coulson \_\_\_\_\_ Curry \_\_\_\_\_ French \_\_\_\_\_ Swope \_\_\_\_\_ Bunting

**M. 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.

\_\_\_\_\_ Curry    \_\_\_\_\_ French    \_\_\_\_\_ Swope    \_\_\_\_\_ Bunting    \_\_\_\_\_ Coulson