

**ZANESVILLE BOARD OF EDUCATION  
REGULAR MEETING**

**March 18, 2021**

Mrs. French called the meeting to order @ 6:00 p.m. Those answering roll call: Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope. Also present were Mr. Baker, Superintendent and Mr. Young, Treasurer.

**#21-072 APPROVAL OF BOARD MINUTES**

Mr. Bunting moved and Mr. Swope seconded that the Board of Education approves the minutes of the Zanesville Board of Education Regular Meeting on February 18, 2021.

Those voting aye: Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope. President declared motion carried.

**#21-073 REPORT OF THE TREASURER**

Mr. Swope moved and Mr. Baldwin seconded to approve the following recommendations:

**February Financial Reports**

Approve the following financial reports:

- Financial report by fund
- Expenditure report
- Investment report

**Reconciliations**

Approve the following reconciliations:

- General and Payroll

**Monthly Financials – Zanesville Community High School**

Approve the February 2021 minutes, bank reconciliation and financial reports for the Zanesville Community High School.

**Acceptance of Amounts and Rates of Budget Commission for Calendar Year 2021**

WHEREAS, The Budget Commission of Muskingum County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation; therefore, be it

RESOLVED, By the Board of Education of the Zanesville City School District, Muskingum County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Zanesville City School District the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

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	Inside (10 mill)	Outside (10 mill)	Inside	Outside	Total
General Fund	\$ 1,762,867.97	\$ .00	4.45	.00	4.45
Gen Fund – 1976 Levy	.00	3,925,056.70	.00	23.60	23.60
Gen Fund – 1977 Levy	.00	963,105.10	.00	5.00	5.00
Gen Fund – 1996 Levy	.00	1,847,110.86	.00	6.90	6.90
Gen Fund – Emerg. Levy	.00	1,386,525.37	.00	3.50	3.50
Bond Retirement	.00	2,258,055.60	.00	5.70	5.70
Classroom Facilities	.00	182,375.91	.00	.50	.50
<b>Total</b>	<b>\$ 1,762,867.97</b>	<b>\$ 10,562,229.54</b>	<b>4.45</b>	<b>45.20</b>	<b>49.65</b>

And be it further RESOLVED, that the Treasurer of this Board be and he is hereby directed to certify a copy of this Resolution to the Muskingum County Auditor.

**Transfers**

Approve the following transfers:

From Fund	To Fund	Amount	
001-0000 General Fund	300-9112 ZHS Boys Basketball	25,100.00	To replace lost revenue
001-0000 General Fund	300-9116 ZHS Football	40,000.00	To replace lost revenue
001-0000 General Fund	300-9132 ZHS Girls Basketball	4,075.00	To replace lost revenue
001-0000 General Fund	300-9140 ZHS Band	1,415.00	To replace lost revenue
001-0000 General Fund	300-9151 ZHS Volleyball	1,075.00	To replace lost revenue
001-0000 General Fund	300-9190 ZHS Concessions	55,000.00	To replace lost revenue

Those voting aye: Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope, Mr. Baldwin. President declared motion carried.

**#21-074 RESIGNATION - ADMINISTRATIVE**

Mr. Bunting moved and Mrs. French seconded to accept the resignation of Danielle (Dani) Kinsey, Principal at Zane Grey Elementary, effective July 31, 2021. Reason for resignation is personal. Those voting aye: Mrs. French, Mr. Hickman, Mr. Swope, Mr. Baldwin, Mr. Bunting. President declared motion carried.

**#21-075 RESIGNATION - ADMINISTRATIVE SUPPORT**

Mr. Swope moved and Mr. Hickman seconded to accept the resignation of Debbie Mason, Assistant Treasurer, effective June 30, 2021. Reason for resignation is retirement. Those voting aye: Mr. Hickman, Mr. Swope, Mr. Baldwin, Mr. Bunting, Mrs. French. President declared motion carried.

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**#21-076      RESIGNATION - CLASSIFIED**

Mr. Bunting moved and Mr. Swope seconded to approve the resignation of Amy Pieper, Transportation and Food Service, effective February 12, 2021. Reason for resignation is personal.

Approve the resignation of Roger Seevers, Head Maintenance at Zane Grey Elementary, effective April 1, 2021. Reason for resignation is retirement.

Those voting aye: Mr. Swope, Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman. President declared motion carried.

**#21-077      EMPLOYMENT - ADMINISTRATIVE**

Mr. Bunting moved and Mr. Swope seconded to approve a two-year contract, 10 months, 202 days, for Thomas V. Crowley as Supervisor of Guidance/College and Career Readiness at Zanesville High School, effective for the 2021-2022 school year. Salary will be LS step 9 on the Administrative salary scale, pending appropriate certification requirements and background checks.

Approve a two-year contract, 10 months, 202 days, for Gail E. Gallwitz as School Psychologist, effective for the 2021-2022 school year. Salary will be SP step 9 on the Administrative salary scale, pending appropriate certification requirements and background checks.

Those voting aye: Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope. President declared motion carried.

**#21-078      TRANSFER - CERTIFICATED**

Mr. Swope moved and Mrs. French seconded to approve the transfer of Elizabeth (Betty) Caw, Guidance Counselor at Zanesville High School to reflect Elementary Guidance Counselor, effective 2021-2022 school year pending appropriate certification and background check. Rate and step to remain the same.

Those voting aye: Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope, Mr. Baldwin. President declared motion carried.

**#21-079      EMPLOYMENT - CERTIFICATED**

Mr. Swope moved and Mr. Hickman seconded to approve the following certificated personnel for the 2021-2022 school year, pending appropriate certification requirements and background checks:

**Courtney Pepper** – Guidance Counselor at Zanesville High School

Experience:	Step 4	College:	Malone University
Effective Date:	2021-2022 School year	Amount:	MA

Those voting aye: Mrs. French, Mr. Hickman, Mr. Swope, Mr. Baldwin, Mr. Bunting. President declared motion carried.

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**#21-080      EMPLOYMENT - CLASSIFIED**

Mr. Baldwin moved and Mr. Swope seconded to approve the employment of Kyle Ludwig as an Educational Aide at Zane Grey Intermediate. Effective date of employment is March 1, 2021. Salary will be MD Aide w/AA, step 0 from the appropriate salary schedule pending certification and background check.

Approve the employment of Anna Kirby as 3 hour Food Service personnel at Zanesville Middle School. Effective date of employment is March 15, 2021. Salary will be Cafeteria II, step 0 from the appropriate salary schedule pending certification and background check.

Those voting aye: Mr. Hickman, Mr. Swope, Mr. Baldwin, Mr. Bunting, Mrs. French. President declared motion carried.

**#21-081      TRANSFER - CLASSIFIED**

Mr. Swope move and Mr. Baldwin seconded to approve the transfer of Tricia Reilly, 3 hour Bus Aide to reflect 5 hour Preschool Bus aide, effective March 2, 2021 pending background check. Rate of pay and step will remain the same.

Approve the transfer of Toni James, 7-hour Food Service to reflect Head Food Service at National Road Elementary, effective March 1, 2021 pending background check. Rate of pay will be Cafeteria III, Step 19 from the appropriate salary scale.

Those voting aye: Mr. Swope, Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman. President declared motion carried.

**#21-082      SUPPLEMENTAL CONTRACTS**

Mr. Swope moved and Mr. Hickman seconded to approve the resignation of Amy Pieper, Archery Coach, effective February 2, 2021. Reason for resignation is personal.

Approve the resignation of Scott Aronhalt, Men's Varsity Basketball Coach, effective March 5, 2021. Reason for resignation is personal.

Approve the following supplemental contracts for 2020-2021 school year pending appropriate certification and background check:

<b>First Name</b>	<b>Last Name</b>	<b>Season</b>	<b>Sport</b>	<b>Position</b>	<b>Exp.</b>	<b>Class</b>	<b>Stipend</b>
Gerald	Hall	Spring	Track	Middle School Coach	0	IX	\$1,209.00
Jennifer	Winland	Spring	Track	Middle School Coach	1	IX	\$1,209.00

Those voting aye: Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope. President declared motion carried.

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**#21-083      FMLA LEAVE OF ABSENCE**

Mr. Swope moved and Mr. Bunting seconded to approve an FMLA leave of absence for Valerie Toothman, Teacher at Zanesville Middle School, effective March 17, 2021 to March 31, 2021.

Approve an FMLA leave of absence for Joyce Horton, Educational Aide at Zane Grey Elementary, effective March 1, 2021 to May 27, 2021.

Approve an FMLA leave of absence for Eric Baldwin, Teacher at Zanesville Middle School, effective March 31, 2021 to July 14, 2021.

Those voting aye: Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope, Mr. Baldwin. President declared motion carried.

**#21-084      LEAVE OF ABSENCE - CLASSIFIED**

Mr. Bunting moved and Mrs. French seconded to approve a leave of absence for Amy Lane, Educational Aide at Zane Grey Elementary, effective April 13, 2021 to May 27, 2021. Reason for absence is birth of a child.

Those voting aye: Mrs. French, Mr. Hickman, Mr. Swope, Mr. Baldwin, Mr. Bunting. President declared motion carried.

**#21-085      EMPLOYMENT – SUBSTITUTES**

Mr. Swope moved and Mrs. French seconded to approve the following substitutes, as and when needed. Pending appropriate certification and background checks for 2020-2021 school year:

<b>Substitute Teacher</b>		
Laura McMullen	Kim Bowerman	

<b>Substitute Van Driver</b>		
Tiffany Hittle		

Approve the following long term Substitutes to cover maternity leave:

Approve Lainey Rush as a long-term substitute teacher, pending appropriate certification and background checks for the remainder of the 2020-2021 school year, effective March 15, 2021. Rate of pay will be \$90.00 per day.

Approve Natalie Stewart as a long-term substitute teacher, pending appropriate certification and background checks for the remainder of the 2020-2021 school year, effective March 15, 2021. Rate of pay will be \$90.00 per day.

Those voting aye: Mr. Hickman, Mr. Swope, Mr. Baldwin, Mr. Bunting, Mrs. French. President declared motion carried.

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**#21-086      PROFESSIONAL DEVELOPMENT - RESTRAINT TRAINING**

Mr. Bunting moved and Mr. Swope seconded to approve to pay Matt Winland, facilitator, \$15.00 per staff member for restraint training in the amount of \$435.00. The following staff attended the training:

February 2, 2021				
TJ Anderson	Kim Martin	Mike Emmert	Libby Hitchens	Abbey Achauer
Tessa Dreier	Tammy Besser	April Mihalko	Heather Antonetz	Paige Blackstone

February 12, 2021				
Darcie Dusenberry	Sandra Hiltbrunn	Stacia McCutcheon	Carrie Stallard	Amy Lane
Danielle Kinsey	Dawn Dailey	Samantha Tyson	Shari Melick	Dawna Gladden
Heather Spring	Mark Stallard			

February 19, 2021				
Angie Swingle	Jenny Suver	Erin Omen	Andy Bennett	Teresa Anderson
Ashley Draughn	Jane Lenhart			

Those voting aye: Mr. Swope, Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman. President declared motion carried.

**#21-087      EMPLOYMENT - SUBSTITUTES**

Mr. Swope moved and Mr. Baldwin seconded to approve Justine Pritchard as a long-term substitute teacher, pending appropriate certification and background checks for the remainder of the 2020-2021 school year, effective March 16, 2021. Rate of pay will be \$90.00 per day.

Those voting aye: Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope. President declared motion carried.

**#21-088      RESIGNATION - CLASSIFIED**

Mr. Bunting moved and Mr. Swope seconded to approve the resignation of Shawndale (Scott) Havener, Maintenance at Zane Grey Intermediate, effective March 16, 2021. Reason for resignation is personal.

Those voting aye: Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope, Mr. Baldwin.

President declared motion carried.

**#21-089      RETAIL ELECTRIC SERVICE RFP - META SOLUTIONS**

Mr. Swope moved and Mr. Baldwin seconded to authorize META Solutions to request proposals for the purchase of competitive retail electric service from the lowest responsible bid submitted for the billing period commencing with the July 2022 billing cycle and terminating no later than the June 2027 billing cycle.

Those voting aye: Mrs. French, Mr. Hickman, Mr. Swope, Mr. Baldwin, Mr. Bunting. President declared motion carried.

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**#21-090 VISION TO LEARN MEMORANDUM OF UNDERSTANDING**

Mr. Swope moved and Mr. Bunting seconded to approve the attached 2021-2022 Memorandum of Understanding (MOU) Agreement between Zanesville City Schools and Vision to Learn, a California not for profit corporation in partnership with iSee, a program through the Ohio Optometric Association. The purpose is to facilitate the provision of vision screenings, vision examinations, and related services for students in the District through Provider’s personnel and its independent contractors using a mobile vision clinic (“Mobile Clinic”) at no cost to the school district.

Those voting aye: Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope. President declared motion carried.

**#21-091 JOHN D. SULSBERGER MEMORIAL STADIUM - FIELD TURF REPLACEMENT**

Mr. Swope moved and Mrs. French seconded to approve a proposal from The Motz Group to replace the field turf in John D. Sulsberger Memorial Stadium at the base bid price of \$449,000 plus the maintenance alternate price of \$14,000 for a total project cost of \$463,000. The amounts awarded are approved through the state bid process. The Friends of Sulsberger will contribute \$185,000 and the final cost to Zanesville City Schools will be \$278,000.

Those voting aye: Mrs. French, Mr. Hickman, Mr. Swope, Mr. Baldwin, Mr. Bunting. President declared motion carried.

**#21-092 EXECUTIVE SESSION**

Mr. Swope moved and Mr. Hickman 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”;

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
  
- preparing for, conducting, or reviewing negotiations or bargaining sessions with employees

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Time entered executive session: 6:29 p.m.

Time returned to public session: 7:36 p.m.

Those voting aye: Mr. Hickman, Mr. Swope, Mr. Baldwin, Mr. Bunting, Mrs. French. President declared motion carried.

**#21-093 SCHOOL CALENDAR 2021-2022**

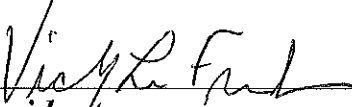
Mr. Swope moved and Mr. Baldwin seconded to approve the attached school calendar for the 2021-2022 school year.

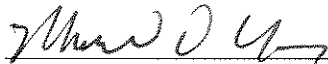
Those voting aye: Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope, Mr. Baldwin. President declared motion carried.

**#21-094 MEETING ADJOURNMENT**

Mr. Bunting moved and Mr. Swope seconded that the Zanesville City Schools Board of Education meeting is adjourned @ 7:37 p.m.

Those voting aye: Mr. Swope, Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman. President declared motion carried.

  
\_\_\_\_\_  
*President*

  
\_\_\_\_\_  
*Treasurer*



**DRAFT**

**MEMORANDUM OF UNDERSTANDING  
between  
VISION TO LEARN,  
a California not for profit corporation  
and  
ZANESVILLE CITY SCHOOLS**

This Memorandum Of Understanding ("MOU") is effective as of 3/01/2021 and is entered into by and between **Vision To Learn** ("Provider") and **Zanesville City Schools** ("District").

The purpose of this MOU is to facilitate the provision of vision screenings, vision examinations, and related services for students in the District through Provider's personnel and its independent contractors using a mobile vision clinic ("Mobile Clinic").

**1. Description of Services.** Provider will provide the following vision services (the "Services") to students referred to Provider by the District as having been identified as potentially having uncorrected vision difficulties (hereafter referred to as "Referred Student(s)");

- A. Basic vision examination for Referred Students
- B. Prescription and fitting of glasses
- C. Provision of glasses from Provider's available selection. Glasses will be delivered on a separate date approximately three weeks after exam.
- D. As feasible and appropriate, referrals to the school nurse for additional care where indicated.

**2. Services Provided Without Charge** This Agreement is a non-monetary contractual agreement between the parties and is not intended to result in any direct or indirect costs to District, families or students regardless of socioeconomic status. Neither the District nor any student will be asked to pay for Provider's services. Provider reserves the right to seek reimbursement from Medicaid for services provided to covered participants. No participant will be denied service based on their lack of insurance.

**3. Schools to be Served.** Schools to be served and dates of service will be determined jointly by agreement of the District and the Provider ("Selected Schools").

**4. Role of the District.** In order to enable Vision To Learn to provide the Services, the District will be responsible for the following:

- Conduct vision screenings for all students to identify students requiring further examination
- Distribute an "opt-out" consent form to each student's parent/guardian informing them of the upcoming free vision screening, eye exam and glasses to be provided by Vision To Learn, and providing them an opportunity to decline Vision To Learn's service.
- Maintain a list of students who have opted out of the service and be responsible for ensuring those students are not sent to Provider for the service.
- Provide Vision To Learn a spreadsheet or physical list of students with relevant demographic and contact information to facilitate screenings, exams and glasses provision.

#21-090  
Attachment



- Provide parking and electrical service for the Mobile Clinic (a converted Mercedes Sprinter) on the date of exams, and a classroom or other suitable space for glasses delivery on the date of delivery.
- Provide staff or volunteers to accompany Referred Students to and from the Mobile Clinic.
- Provide demographic and other data requested by Provider.
- Provide access to photocopy and/or fax machine for incidental use.

**5. Responsibilities of Provider.**

- Provider will be responsible for staffing the Mobile Clinic and obtaining any necessary or appropriate licenses, permits or registrations.
- Provider will provide the services.
- Provider will maintain in effect the following forms of insurance in the following amounts:
  - Commercial General Liability Insurance - \$1,000,000 per occurrence.
  - Vehicle Liability Insurance - \$1,000,000 per occurrence
  - Worker's Compensation Insurance.
  - Professional Liability Insurance - \$1,000,000 per occurrence.
- Provider will retain records on services provided for Referred Students.

**6. Term & Termination.** This agreement will continue in effect until terminated by either party upon 180 days notice to the other, or by mutual consent.

In witness whereof this agreement has been executed as of the later date set forth below:

**ZANESVILLE CITY SCHOOLS**

**VISION TO LEARN**

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



**ZANESVILLE CITY SCHOOLS  
ZANESVILLE, OHIO  
2021-2022 SCHOOL CALENDAR**

New Teacher Workshop	Wednesday, August 18, 2021
In-Service Day	Thursday, August 19, 2021
In-Service Day	Friday, August 20, 2021
Students First Day	Monday, August 23, 2021
Zanesville High School Parent/Teacher Conference Evening	Monday, November 1, 2021
Zanesville Middle School Parent/Teacher Conference Evening	Wednesday, November 3, 2021
Preschool/Elementary Parent/Teacher Conference Evening	Thursday, November 4, 2021
Preschool/Elementary Parent/Teacher Conference Evening	Monday, November 8, 2021
Zanesville High School Parent/Teacher Conference Evening	Tuesday, November 9, 2021
Zanesville Middle School Parent/Teacher Conference Evening	Thursday, November 10, 2021
In-Service/PD Day	Friday, January 7, 2022
Zanesville High School Parent/Teacher Conference Evening	Tuesday, February 1, 2022
Zanesville Middle School Parent/Teacher Conference Evening	Wednesday, February 2, 2022
Preschool/Elementary Parent/Teacher Conference Evening	Thursday, February 3, 2022
PD Day	Monday, February 7, 2022
Preschool/Elementary Parent/Teacher Conference Evening	Tuesday, February 8, 2022
Zanesville Middle School Parent/Teacher Conference Evening	Wednesday, February 9, 2022
Zanesville High School Parent/Teacher Conference Evening	Thursday, February 10, 2022
In-Service/ PD Day	Friday, March 18, 2022
Commencement	Saturday, May 21, 2022
Last Day for Students	Tuesday, May 25, 2022
Teachers Last Day	Wednesday, May 26, 2022

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**SCHOOL WILL NOT BE IN SESSION ON THE FOLLOWING DAYS**

September 6, 2021	Labor Day
November 11, 2021	Veterans' Day
November 24, 2021	P/T Exchange Day
November 25, 26, 29, 2021	Thanksgiving Recess
December 22 - 31, 2021	Holiday Recess
January 17, 2022	Martin Luther King Day
February 18, 2022	P/T Exchange Day
February 21, 2022	Presidents' Day
April 11 - 15, 2022	Spring Break
May 30, 2022	Memorial Day

This calendar is subject to change as a result of gubernatorial, Ohio General Assembly, and/or State Department of Education directive. Days required to be made up due to calamity will be scheduled for November 11, 2021, December 22, 2021, April 13, 14, 2022, May 27, 31, 2022, June 1, 2, 3, 6, 7, 8, 9, 10, 2022. Additional Instructional Days required to be made up pursuant to R. C. 3317.01 (B) shall, as needed, be scheduled sequentially on weekdays beginning with June 13, 2022.

*Grading Periods Elementary Schools, Middle & High Schools*

Friday, October 22, 2021  
Friday, January 7, 2022  
Friday, March 18, 2022  
Tuesday, May 25, 2022

Tentative 3/15/2021

#21-093 Attachment

