

**Board of Education Regular Meeting
March 20, 2012
5:30 P.M.
Zanesville City Schools
Administrative Center Board Room
160 N. Fourth Street
Zanesville, Ohio**

Board of Education Members:

*Brian Swope, President
Scott Bunting, Vice President
Lee Eppley
Anne Hoffer
Janet Stewart*



*Terry Martin, Superintendent
Jolene Carter, 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 – Jolene Carter

_____ Bunting _____ Eppley _____ Hoffer _____ Stewart _____ 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 special regular meeting on February 13, 2012.

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

_____ Bunting _____ Eppley _____ Hoffer _____ Stewart _____ Swope

G. REPORT OF THE TREASURER OF THE BOARD OF EDUCATION – Jolene Carter

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 February:

- General
- Payroll

G. REPORT OF THE TREASURER OF THE BOARD OF EDUCATION – Jolene Carter

3. Donations

Accept the following donations to support the Robotics Team/Program:

- \$1,000 from Dennis J. Paustenbach, President, ChemRisk, San Francisco, CA
- \$100 from Keith & Kathy Brantley, Zanesville
- \$100 from R.T. & Lynne A. Sprague, Zanesville
- \$1,000 from Paul Johnston, Palo Alto, CA
- \$1,000 from John D. Graham, Ph.D., Indiana Univ., Bloomington, IN
- \$100 from The Fabri-Form Co., John W. Knight, CEO, New Concord, OH
- \$1,000 from Robert D. Johnson Foundation, Scottsdale, AZ
- \$5,000 from John Straker, Jr., Granville, OH
- \$500 from J. William and Mary Helen Straker Charitable Foundation, Zanesville

4. Acceptance of Amounts and Rates of Budget Commission for calendar year 2012

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:

	Inside (10 mill)	Outside (10 mill)	Inside	Outside	Total
General Fund	1,747,141.00	.00	4.45	.00	4.45
Gen Fund – 1976 levy	.00	3,780,677.00	.00	23.60	23.60
Gen Fund – 1977 levy	.00	939,264.00	.00	5.00	5.00
Gen Fund – 1996 levy	.00	1,829,397.00	.00	6.90	6.90
Gen Fund – Emerg. levy	.00	1,413,417.00	.00	3.60	3.60
Bond Retirement	.00	2,394,957.00	.00	6.10	6.10
Classroom Facilities	.00	196,308.00	.00	.50	.50
Total	1,747,141.00	10,554,020.00	4.45	45.70	50.15

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

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

_____ Eppley _____ Hoffer _____ Stewart _____ Swope _____ Bunting

**H. SUPERINTENDENT’S RECOMMENDATIONS – Terry Martin
PERSONNEL RECOMMENDATIONS**

BE IT RESOLVED, to approve the following personnel recommendations:

1. Resignation – Administrative

Accept the resignation of Tony Reese, Director, Title I/Special Programs, effective July 1, 2012. Reason for resignation is retirement.

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

_____ Hoffer _____ Stewart _____ Swope _____ Bunting _____ Eppley

2. Resignation - Certificated

Accept the resignation of Constance S. Coleman, 6th Grade Teacher at National Road Elementary, effective June 1, 2012. Reason for resignation is retirement.

Accept the resignation of Joseph J. Robinson Jr., Teacher at Zanesville Community High School, effective March 1, 2012. Reason for resignation is personal

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

_____ Stewart _____ Swope _____ Bunting _____ Eppley _____ Hoffer

3. Resignation – Classified

Accept the resignation of Marcia Chema , food services at Zanesville High School, effective March 5, 2012. Reason for resignation is personal.

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

_____ Swope _____ Bunting _____ Eppley _____ Hoffer _____ Stewart

4. Employment – Classified

Approve Donald Mayle as maintenance I at Zanesville High School, effective February 27, 2012. Salary to be taken from the appropriate salary schedule.

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

_____ Bunting _____ Eppley _____ Hoffer _____ Stewart _____ Swope

**H. SUPERINTENDENT’S RECOMMENDATIONS – Terry Martin
PERSONNEL RECOMMENDATIONS (continued)**

5. Employee Transfer – Classified

Approve the transfer of Cindy Kokensparger, Secretary - Cashier (9 ½ month position) to Secretary – Athletic Office/Cashier (12 month position) at Zanesville High School. Salary will be Class III, Step 22, effective March 19, 2012.

Approve the transfer of Polly Sowers, Part-Time Secretary (19 ½ hours per week) at Zane Grey Elementary to Full-time Secretary (10 months – 8 hours per day) at Zane Grey Elementary, effective March 12, 2012. Salary to remain the same

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

_____ Eppley _____ Hoffer _____ Stewart _____ Swope _____ Bunting

6. Supplemental Contract

Approve a supplemental contract for Margret Lee as Student Information System Coordinator, for a total of \$4,160, effective March 19, 2012.

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

_____ Hoffer _____ Stewart _____ Swope _____ Bunting _____ Eppley

7. Temporary Part-Time Bus Driver

Approve the temporary employment of part-time bus driver, Mary McGee, effective March 5, 2012. Salary to remain at the same hourly rate.

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

_____ Stewart _____ Swope _____ Bunting _____ Eppley _____ Hoffer

8. Transfers – Correction

Approve the transfer date of Lisa Arter, Secretary at Zane Grey Elementary to Secretary at Zanesville Middle School, to reflect effective date of August 6, 2012.

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

_____ Swope _____ Bunting _____ Eppley _____ Hoffer _____ Stewart

**H. SUPERINTENDENT’S RECOMMENDATIONS – Terry Martin
PERSONNEL RECOMMENDATIONS (continued)**

9. Employment – Permanent Substitute Teachers

Approve the following certificated personnel as permanent substitute teachers, pending appropriate certification and background checks, for the 2011-2012 school year. Rate of pay will be \$80.00 per day.

Name	Effective Date
Stephen Dodge	3/05/12
Sheryle Hardcastle	3/15/12

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

_____ Bunting _____ Eppley _____ Hoffer _____ Stewart _____ Swope

10. Attendance at Meetings/Events

Approval be granted for individuals to attend professional development meetings as per attached listing.

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

_____ Eppley _____ Hoffer _____ Stewart _____ Swope _____ Bunting

11. Unpaid Leaves of Absence

Approve the following personnel for unpaid leaves of absence:

Name		Total Days
Axline, Darla	2/15/12, 1/25/12, 1/27/12, 2/27/12 & 2/28/12	5 days
Bollinger, Carol	2/13/12 ³ / ₄	³ / ₄ days
Kapust, Kelly	2/17/12, 2/20/12 & 2/21/12	3 day
O’Brien, Shannon	2/21/12 (¹ / ₂), 2/24/12 & 2/27/12	2 ¹ / ₂ days
Sweeney, Jessica	2/6/12, 2/9/12, 2/10/12, 2/13/12 & 2/14/12	7 days
Zienta, Brenda	2/23/12, 2/24/12, 2/27/12, 2/28/12, 2/29/12	5 days

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

_____ Hoffer _____ Stewart _____ Swope _____ Bunting _____ Eppley

**H. SUPERINTENDENT’S RECOMMENDATIONS – Terry Martin
PERSONNEL RECOMMENDATIONS (continued)**

12. Class Trip

Approve the fifth grade classes of John McIntire Elementary School to take an overnight trip to The Wilds on the following dates:

- May 16-17, 2012 – 42 students
- May 17-18, 2012 – 41 students

Funding for this overnight trip has been provided through fundraising and pending grant approval (Taylor McHenry Foundation) totaling \$7,400.00, making the cost of the trip for each student go from \$80 to \$25 per student.

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

_____ Stewart _____ Swope _____ Bunting _____ Eppley _____ Hoffer

13. Employment – Substitutes

Approve the following substitute teachers, as and when needed, pending appropriate certification and background checks for the 2011-2012 school year.

Substitute Teachers			
Huy, Georgia			

Approve the following substitute aides/secretaries/library technicians, as and when needed, pending appropriate certification and background checks for the 2011-2012 school year.

Substitute Aides/Secretaries/Library Tech			
Swan, Paul			

Approve the following substitute food service personnel, as and when needed, pending appropriate background checks for the 2011-2012 school year. Rate of pay will be \$8.00 per hour.

Substitute Food Service Personnel			
Jessica Stotts			

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

_____ Swope _____ Bunting _____ Eppley _____ Hoffer _____ Stewart

**H. SUPERINTENDENT’S RECOMMENDATIONS – Terry Martin
BUSINESS RECOMMENDATIONS**

BE IT RESOLVED, to approve the following business recommendations:

14. BGT Trucking Company

Recommendation to approve payment in the amount of \$20,000 to BGT Trucking for hauling and demolition work completed at Zane Grey Elementary

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

_____ Bunting _____ Eppley _____ Hoffer _____ Stewart _____ Swope

15. Sands Decker CPD – Tennis Courts Proposal

A Resolution to approve an agreement with Sands Decker CPS to provide civil engineering services and site plans for the Zanesville High School Tennis Courts. Total cost for the private site development plans is \$4,800. Funding to be provided by the building fund (LSI).

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

_____ Eppley _____ Hoffer _____ Stewart _____ Swope _____ Bunting

16. W. E. Monks and Company – Tennis Courts Proposal

A Resolution to approve an agreement with W. E. Monks & Co. to provide consulting engineering services for the electrical plans for the Zanesville High School Tennis Courts. Total cost of this proposal will not exceed \$1,000. Funding to be provided by the building fund (LSI).

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

_____ Hoffer _____ Stewart _____ Swope _____ Bunting _____ Eppley

17. H. C. Nutting Company – Tennis Courts Proposal

A Resolution to approve an agreement with H. C. Nutting Company to perform the CMET services for the Zanesville High School Tennis Court Project. Total cost of proposal is \$6,637.50. Funding to be provided by the building fund (LSI)

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

_____ Stewart _____ Swope _____ Bunting _____ Eppley _____ Hoffer

**H. SUPERINTENDENT’S RECOMMENDATIONS – Terry Martin
OTHER RECOMMENDATIONS**

18. Policy Items for Adoption

Approve the following policies for adoption:

- 0105 The People and Their School District**
- 5605 Disciplining Students With Disabilities**

Policy 5605 Disciplining Students with Disabilities ammended:

*Whereas, the Board of Education previously adopted the Ohio Department of Education’s Special Education Model Policies and Procedures, which included an Appendix “A” that consists of a chart that summarizes when the District must send Prior Written Notice, Informed Consent and Procedural Safeguards Notice; and
Whereas, the Ohio Department of Education recently revised the chart;
Now, therefore, be it resolved, the Board of Education amends its previously adopted version of the Ohio Department of Education’s Special Education Model Policies and Procedures to substitute the revised chart, which is attached hereto, for the original Appendix “A.”*

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

_____ Swope _____ Bunting _____ Eppley _____ Hoffer _____ Stewart

I. REPORT/DISCUSSION ITEMS

- Architects – Building Update
- Bryan Karling - New Building Technology Completion

J. CLOSING COMMENTS

K. EXECUTIVE SESSION

WHEREAS board of education and other governmental bodies are required by statue “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

K. EXECUTIVE SESSION (continued)

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.

_____ Bunting _____ Eppley _____ Hoffer _____ Stewart _____ Swope

L. 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.

_____ Eppley _____ Hoffer _____ Stewart _____ Swope _____ Bunting