

Board of Education Regular Meeting

April 15, 2021

6:00 P.M.

**Zanesville City Schools
Administration Building**

**956 Moxahala Ave.
Zanesville, Ohio 43701**

Board of Education Members:

*Vicky French - President
Scott Bunting - Vice President
Kyle Baldwin
Bret Hickman
Brian Swope*



*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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Student Achievement Liaison – Vicky French
Audit Committee – Mike Young, Bret Hickman, and Brian Swope
Insurance Committee – Brian Swope
Buildings & Grounds Committee – Scott Bunting and Brian Swope
Business Advisory Council – Kyle Baldwin

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C. ROLL CALL – Mike Young

_____ Baldwin _____ Bunting _____ French _____ Hickman _____ Swope

D. INTRODUCTION OF GUEST

OSBA Southeast Region Executive Committee
Paul Mock - Regional Manager, and Amy Kissinger - President
Presentation of the Purple Star Award to JROTC Program

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 Work Session on March 16, 2021 and Regular Meeting on March 18, 2021.

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

_____ Baldwin _____ Bunting _____ French _____ Hickman _____ Swope

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

BE IT RESOLVED, to approve the following recommendations:

1. March Financial Reports

Approve the following financial reports:

- Financial report by fund
- Expenditure report
- Investment report

2. Reconciliations

Approve the following reconciliations:

- General
- Payroll

3. Monthly Financials – Zanesville Community High School

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

4. Donations

Accept the following donations:

\$20,000 and gift bags of school supplies from the Dollar General Corporation’s Reading Revolution Program to be used at John McIntire Elementary.

\$20,000 and gift bags of school supplies from the Dollar General Corporation’s Reading Revolution Program to be used at National Road Elementary.

\$20,000 and gift bags of school supplies from the Dollar General Corporation’s Reading Revolution Program to be used at Zane Grey Elementary and Intermediate.

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

_____ Bunting _____ French _____ Hickman _____ Swope _____ Baldwin

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

BE IT RESOLVED, to approve the following personnel recommendations:

1. Resignation - Classified

Approve the resignation of Melanie Bleakney, Head Food Service at Zane Grey Intermediate, effective June 1, 2021. Reason for resignation is retirement.

Approve the resignation of Kody Hittle, Fleet Manager, effective May 5, 2021. Reason for resignation is personal.

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

_____ French _____ Hickman _____ Swope _____ Baldwin _____ Bunting

2. Employment - Administrative

Approve a three-year contract, 12 months, 260 days, for Timothy Gagliardo as Principal at Zanesville High School, effective August 1, 2021. Salary will be HSP (10-14) step 10 on the Administrative salary scale, pending appropriate certification requirements and background checks.

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

_____ Hickman _____ Swope _____ Baldwin _____ Bunting _____ French

3. Employment - Classified

Approve the employment of Lisa Krouskoupf as a 3-hour Bus Aide, effective date of employment is March 29, 2021. Salary will be Regular Aide, step 0 from the appropriate salary schedule pending licensure and background check.

Approve the employment of Keith Smith as Custodian at Zane Grey Intermediate, effective April 12, 2021. Salary will be Maintenance I, step 0 from the appropriate salary schedule pending licensure and background check.

Approve the employment of Matthew Sturgill as Custodian at Zanesville Middle School, effective April 12, 2021. Salary will be Maintenance I, step 0 from the appropriate salary schedule pending licensure and background check.

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

_____ Swope _____ Baldwin _____ Bunting _____ French _____ Hickman

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

4. Transfer - Administrative

Approve the transfer of Chad Grandstaff, Interim Principal at Zanesville High School, 12 months, 260 days, to Assistant High School Principal/SpEd Supervisor, 11 months, 222 days, at Zanesville High School, effective 2021-2022 school year. Rate of pay will be AP11 (5-9), step 5 from the appropriate salary schedule pending proper certification and background check.

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

_____ Baldwin _____ Bunting _____ French _____ Hickman _____ Swope

5. Transfer - Classified

Approve the transfer of Joseph Pollock, temporary Head Maintenance I at Zane Grey Elementary, to reflect permanent Head Maintenance I, effective March 31, 2021 pending background check. Rate of pay and step will remain the same.

Approve the transfer of Cindy McPeck, 3-hour Food Service at Zane Grey Elementary, to reflect 7 hour Food Service, effective March 31, 2021 pending background check. Rate of pay and step to remain the same.

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

_____ Bunting _____ French _____ Hickman _____ Swope _____ Baldwin

6. Correction to Contract - Certificated

Approve the following correction to the contract approved at the March 18, 2021 Board of Education Meeting for Courtney Pepper, Guidance Counselor at Zanesville High School to reflect MA, Step 5, effective for the 2021-2022 school year, pending appropriate certification and background checks.

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

_____ French _____ Hickman _____ Swope _____ Baldwin _____ Bunting

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

7. Extended Time - Special Education

Approve extended time for the following staff members during the Summer of 2021. The purpose is to allow each staff member to evaluate and meet with preschool parents as and when needed. Rate of pay will be the hourly rate of their daily per diem:

Name	Title	Not to Exceed
Hollie Eltringham	Intervention Specialist	75 Hours
Dee Peyton	Intervention Specialist	75 Hours
Amber Cohagen	Speech Pathologist	75 Hours
Emma McCullough	Speech Pathologist	75 Hours
Abbe Mumford	Speech Pathologist	75 Hours
Samantha Gruey	Psychologist	75 Hours
Linda Seekatz	Psychologist	75 Hours

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

_____ Hickman _____ Swope _____ Baldwin _____ Bunting _____ French

8. Extended Time - Certificated

Approve extended time for the following individuals for the summer of 2021 prior to the 2021-2022 school year. Rate of pay will be per diem rate, as and when needed:

Name	Position	Not to Exceed
Beverly Guinsler	Nurse	10 Days
Trisha Wilson	Nurse	5 Days
Alison Todd	Nurse	5 Days
Jacqueline Hoover-Renner	Nurse	5 Days
Betty Caw	School Counselor	5 Days
Rhonda Pennington	School Counselor	5 Days
WillaMarie Jackson	School Counselor	5 Days
Courtney Pepper	School Counselor	5 Days

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

_____ Swope _____ Baldwin _____ Bunting _____ French _____ Hickman

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

9. Extended Time - Classified

Approve extended time for the following individuals for the summer of 2021 prior to the 2021-2022 school year. Rate of pay will be per diem rate, as and when needed:

Name	Title	Not to Exceed
Carol Cramer	Administrative Assistant	10 Days
Erica VanKirk	Administrative Assistant	10 Days

Approve extended time for the following individuals from June 14, 2021 to July 30, 2021. Rate of pay will be per diem rate, as and when needed:

Name	Position
Allison Doyle	Building Secretary
Jennifer Stewart	Building Secretary

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

_____ Baldwin _____ Bunting _____ French _____ Hickman _____ Swope

10. FMLA Leave of Absence

Approve a revision to the previously approved FMLA leave of absence for Eric Baldwin, Teacher at Zanesville Middle School, effective March 31, 2021 to July 14, 2021 to reflect working remotely on Fridays only, effective April 9, 2021 to May 28, 2021.

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

_____ Bunting _____ French _____ Hickman _____ Swope _____ Baldwin

11. Employment - Substitutes/Home Instructors

Approve Cole Pennington as a long-term substitute teacher, pending appropriate certification and background checks for the remainder of the 2020-2021 school year, effective March 31, 2021. Rate of pay will be \$90.00 per day.

Approve Jennifer Shepherd as Substitute Latchkey personnel, pending appropriate certification and background checks for the remainder of the 2020-2021 school year, effective March 22, 2021.

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

Approve the following substitutes, as and when needed, pending appropriate licensing and background checks:

Substitute Maintenance		
Lawrence Chandler	Marion (Sonny) Krause	Devaughn Harris

Approve the following home instructors, as and when needed, pending appropriate certification and background checks for the 2020-2021 school year:

Home Instructors		
Lois Frame		

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

_____ French _____ Hickman _____ Swope _____ Baldwin _____ Bunting

12. Volunteers

Approve the following list of volunteers for the Zanesville City Schools for the 2020-2021 school year pending appropriate certifications and backgrounds checks:

First Name	Last Name	Season	Sport	Position
Nicholas	Bilyeu	Spring	Baseball	Volunteer Assistant Coach

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

_____ Hickman _____ Swope _____ Baldwin _____ Bunting _____ French

13. 2021 Graduation List

Approve the attached listing of Zanesville High School graduates, pending completion of all graduation requirements for the 2020-2021 school year.

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

_____ Swope _____ Baldwin _____ Bunting _____ French _____ Hickman

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

14. Supplemental Contracts

Approve the Supplemental Contract employment for Cedric Harris as Head Varsity Boys Basketball Coach, Class II, experience level 0; Summer Fitness, Class X, experience level 0; and Fall Fitness, Class X, experience level 6. Effective April 8, 2021.

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

_____ Baldwin _____ Bunting _____ French _____ Hickman _____ Swope

15. ZCHS Administrative Contract

Approve a four-year contract extension for Jeffrey Moore, Director/Principal of the Zanesville Community High School, for the period August 1, 2022 through July 31, 2026. Salary will begin at step 15-19 LD from the Zanesville City Schools Administrative Salary Schedule and will also include full pickup on the pickup of the employee's share of STRS. All salary and benefits will be paid by the Zanesville Community High School and this contract extension was approved by the school's Board of Directors at its March 17, 2021 meeting.

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

_____ Bunting _____ French _____ Hickman _____ Swope _____ Baldwin

16. ZCHS Administrative Contract Amendment

Approve amending the current contract for Jeffrey Moore, Director/Principal of the Zanesville Community High School, to include full pickup on the pickup of the employee's share of STRS for the period August 1, 2021 through July 31, 2022. This change in benefits will be paid by the Zanesville Community High School and the amended contract was approved by the school's Board of Directors at its March 17, 2021 meeting.

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

_____ French _____ Hickman _____ Swope _____ Baldwin _____ Bunting

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

17. Donation of Sick Days

Approve the transfer of sick leave days from the following ZEA member to Adrianna Hambrick.

Name	Days Requested	Days Approved
Diana Donahue	8	8

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

_____ Hickman _____ Swope _____ Baldwin _____ Bunting _____ French

18. Employment - Summer Maintenance

Approve hiring up to 20 summer maintenance personnel, as and when needed, for the summer of 2021. Rate of pay will be \$10 per hour.

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

_____ Swope _____ Baldwin _____ Bunting _____ French _____ Hickman

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

19. School Calendar 2021-2022

Approve the attached revised school calendar for the 2021-2022 school year.

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

_____ Baldwin _____ Bunting _____ French _____ Hickman _____ Swope

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

20. Memorandum of Understanding - MVESC

Approve the attached Memorandum of Understanding between Zanesville City Schools and Muskingum Valley Educational Service Center regarding the roles and responsibilities of each party as they relate to the financial assistance for the hiring of Mental Health Providers.

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

_____ Bunting _____ French _____ Hickman _____ Swope _____ Baldwin

21. Resolution - Graduation Requirements for the Class of 2021

Approve the attached Resolution to modify high school curriculum requirements for the 2020-2021 school year graduates as a result of the COVID-19 pandemic.

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

_____ French _____ Hickman _____ Swope _____ Baldwin _____ Bunting

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

22. District Job Description for Approval

Approve the attached Director of Human Resources & Curriculum Instruction job description.

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

_____ Hickman _____ Swope _____ Baldwin _____ Bunting _____ French

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

23. Zanesville City Schools Strategic Plan

Approve the attached Zanesville City Schools Strategic Plan for August 2019 to July 2024.

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

_____ Swope _____ Baldwin _____ Bunting _____ French _____ Hickman

24. Policy Items for Adoption:

Policy 1422	Nondiscrimination and Equal Employment Opportunity
Policy 1623	Prohibition Against Disability Discrimination in Employment
Policy 1662	Anti-Harassment
Policy 2260	Nondiscrimination and Access to Equal Educational Opportunity
Policy 3122	Nondiscrimination and Equal Employment Opportunity
Policy 3123	Prohibition Against Disability Discrimination in Employment
Policy 3362	Anti-Harassment
Policy 4122	Nondiscrimination and Equal Employment Opportunity
Policy 4123	Prohibition Against Disability Discrimination in Employment
Policy 4362	Anti-Harassment
Policy 5517	Anti-Harassment

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

_____ Baldwin _____ Bunting _____ French _____ Hickman _____ Swope

25. Policy Items for Review

Policy 5336	Care of Students with Diabetes
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K. REPORT/DISCUSSION ITEMS

L. BOARD COMMITTEE UPDATES

Legislative Liaison – Kyle Baldwin
Student Achievement Liaison – Vicky French
Audit Committee – Mike Young, Bret Hickman, and Brian Swope
Insurance Committee – Brian Swope
Buildings & Grounds Committee – Scott Bunting and Brian Swope
Business Advisory Council – Kyle Baldwin

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:

- _____ 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

N. EXECUTIVE SESSION (con't)

_____ 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 _____ French _____ Hickman _____ Swope _____ Baldwin

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.

_____ French _____ Hickman _____ Swope _____ Baldwin _____ Bunting