

**ZANESVILLE CITY SCHOOLS  
SPECIAL BOARD OF EDUCATION MEETING  
June 27, 2024  
4:30 p.m.**

**1. Call to Order – President**

**2. Pledge of Allegiance**

**3. Roll Call**

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

**4. Reading Notice**

The purpose of the special board meeting is (#1) to discuss personnel, (#2) budget items and (#3) negotiations.

Open session will be held to approve any resolutions.

**5. Permanent Transfers**

Approve re-classifying the following advances from the General Fund to the Health Insurance Fund and Dental Insurance Fund as permanent transfers effective June 27, 2024.

Date	Resolution	From Fund	To Fund	Amount
11/21/23	23-354	001-0000 General Fund	024-9700 Health Insurance	400,000.00
2/29/24	24-072	001-0000 General Fund	024-9700 Health Insurance	200,000.00
2/29/24	24-072	001-0000 General Fund	024-9701 Dental Insurance	10,000.00

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

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

**6. Temporary Appropriations**

Approval of temporary appropriations for FY 2025 as follows: General and all other funds (except state and federal grants) not to exceed 75% of last year's actual expenditures. All state and federal funds will be appropriated as to their remaining balances.

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

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

**7. Appropriations**

Approve the Treasurer to make the following appropriation adjustments for the fiscal year ending June 30, 2024.

Title I	572	79,020.23	To update for current year rev/exp
Title IV-A	584	25,856.65	To update for current year rev/exp
Title II-A	590	37,122.28	To update for current year rev/exp
Misc Federal Grants	599	29,875.21	To update for current year rev/exp

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

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

**8. Resignation - Certificated**

Approve the resignation of Terry Parmer, Intervention Specialist at John McIntire Elementary, effective August 16, 2024. Reason for resignation is personal.

Approve the resignation of Michelle Stevenson, Music Teacher at Zane Grey Elementary, effective August 16, 2024. Reason for resignation is personal.

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

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

**9. Resignation - Classified**

Approve the resignation of Valerie Blackburn, Food Service at National Road Elementary, effective June 14, 2024. Reason for resignation is personal.

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

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

## 10. Employment – Certificated

Approve the following certificated personnel as listed for the 2024-2025 school year, pending appropriate certification requirements and background checks:

### **Karen Hand**

Position: Part-Time Speech and Language Pathologist  
Experience Step 20  
Effective Date: August 16, 2024

Location: ZHS/ZMS  
College: The Ohio State University  
Amount: MA

### **Katelyn Croston**

Position: Elementary Music Teacher  
Experience Step 9  
Effective Date: August 16, 2024

Location: ZGE/ZGI  
College: Kent State University  
Amount: MA

### **Heather Brand**

Position: Intervention Specialist  
Experience Step 3  
Effective Date: August 16, 2024

Location: ZGI  
College: Grand Canyon University  
Amount: MA

### **Clay Pennington**

Position: Elementary Music Teacher  
Experience Step 0  
Effective Date: August 16, 2024

Location: JME/NRE  
College: Harding University  
Amount: BA

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

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

## 11. Employment – Classified

Approve the employment of Laila Mullins, Custodian at Zane Grey Elementary, effective June 26, 2024, pending background check. Rate of pay will be Maintenance 1, Step 0 from the appropriate salary schedule.

Approve the employment of Jessica Mercer, 3 Hour Cook at Zanesville Middle School, effective August 19, 2024, pending background check. Rate of pay will be Cafeteria II, Step 0 from the appropriate salary schedule.

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

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

**12. Extended Time – Certificated**

Approve extended time of up to 20 hours for Rachel Bigham, Intervention Specialist - Vision, during the summer of 2024. The purpose is to provide Braille instruction to a school-aged child as and when needed. Rate of pay will be the hourly rate of her daily per diem.

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

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

**13. Summer Lunch Corrections - Classified**

Approve corrections for Toni James and Pamela Paul to be paid their Head Cook rates for the Summer Lunch Program for 2024. They were previously approved incorrectly at \$15.00 per hour.

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

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

**14. Additional Time - Classified**

Approve the following additional time for food service and transportation employees at their current hourly rate:

Charles Hodge, Jr. additional hours on June 3, 4 and 6, 2024, to wash and prepare buses for summer maintenance.

Steven Pletcher, Jr. additional hours on June 3, 4 and 6, 2024, to wash and prepare buses for summer maintenance.

Tisha Couch additional hours on June 5, 2024 to help with food service.

Teresa Lichtner additional hours on June 5, 2024 to help with food service.

Tricia Reilly additional hours on June 5, 2024 to help with food service.

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

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

**15. Salary Correction - Classified**

Approve a salary correction for Charles Hodge, Jr., for the 2024-25 school year to reflect Step 3 from the transportation salary schedule and not Step 4 as previously approved.

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

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

**16. ZEA Contract 2024-2027**

Be it resolved to accept the tentative agreement between the Zanesville Education Association and the Board of Education of Zanesville City Schools, expiring July 31, 2027.

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

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

**17. 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 statues to be confidential
- \_\_\_\_\_ specialized details of security arrangements

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

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

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

**18. Executive Session (Return)**

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

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

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

**19. 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.

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