

**Board of Education Regular Meeting
July 17, 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 approve the minutes of the Zanesville Board of Education Special Regular Meeting on June 14, 2012 and June 26, 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. Change Funds

Approve the following change funds for the 2012-13 school year:

ZHS (Athletic Business Manager)	\$3,000 (for athletic functions, sales, dances, etc)
Concession	\$2,500 (change for concessions)
Lunchroom (Vicki Wheeler)	\$ 300 (change for lunch time)

The Treasurer will be responsible for these funds and return of same.

2. Petty Cash Funds

Approve the following petty cash funds for the 2012-13 school year:

ZHS (Athletic Business Manager)	\$5,000 (to pay officials, ticket takers, police, etc.)
Zanesville Middle School	\$1,200 (to pay officials, ticket takers, police, etc.)
Adm. Center (Vicki Wheeler)	\$ 200 (for bus drivers' meals)

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

3. Property, Liability & Fleet Insurance

Approve property, liability & fleet insurance with the Ohio Casualty Insurance Company through the Young Insurance Agency effective July 1, 2012 through June 30, 2013 at an annual rate of \$98,725.

_____ 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**

1. Resignation – Administrative

Accept the resignation of Flora Martin, Director of Student Services / Special Education (pending rehire), effective August 1, 2012. Reason for resignation is retirement.

Accept the resignation of Linda Phillips, Director of Instructional Services (pending rehire), effective August 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 – Maintenance

Accept the resignation of Jack Wilson, Custodian at Zanesville High School, effective September 1, 2012 school year.

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

_____ Stewart _____ Swope _____ Bunting _____ Eppley _____ Hoffer

3. Rehire – Certificated

Accept the rehire of Kelly Ryan, Instrumental Music Teacher at Zanesville High School, effective July 23, 2012. Rate of pay will be MA+30, step 8.

_____ 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)**

4. Rehire – Administrative

Accept the rehire of Flora Martin, Director of Student Services / Special Education, effective August 2, 2012. Rate of base pay to be \$65,858.00.

Accept the rehire of Linda Phillips, Director of Instructional Services, effective August 2, 2012. Rate of base pay to be \$65,858.00.

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

_____ Bunting _____ Eppley _____ Hoffer _____ Stewart _____ Swope

5. Employment - Certificated

Approve the following certificated personnel for the 2012-2013 school year pending appropriate certification requirements and background checks.

**Caitlynn Caw – 4th Grade Teacher at Zane
Grey Elementary**

Experience:	0	College:	Capital University (BA+150)
Effective Date:	August 17, 2012	Amount:	\$32,415.00

Stephen Dodge – Math Teacher at Zanesville Middle School

Experience:	0	College:	Muskingum University (MA)
Effective Date:	August 17, 2012	Amount:	\$33,799.00

Jean M. McGlade – 3rd Grade Teacher at John McIntire Elementary

Experience:	5	College:	Wheelock College (MA)
Effective Date:	August 17, 2012	Amount:	\$41,641.00

_____ 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 (continued)**

6. Certificated Administrators Salary Schedules

Approve the attached certificated administrative salary schedules and fringe benefits for the 2012-2013 school year.

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

_____ Hoffer _____ Stewart _____ Swope _____ Bunting _____ Eppley

7. Classified Administrators Salary Schedules

Approve the attached classified administrative salary schedules and fringe benefits for the 2012-2013 school year.

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

_____ Stewart _____ Swope _____ Bunting _____ Eppley _____ Hoffer

8. Certificated Administrative Salary Notices/Contracts

Approve the attached certificated administrative salaries based on the 2012-2013 administrative salary schedules approved for certificated administrators.

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

_____ Swope _____ Bunting _____ Eppley _____ Hoffer _____ Stewart

9. Classified Administrative Salary Notices

Approve the attached classified administrative salaries based on the 2012-2013 administrative salary schedules approved for classified administrators.

_____ 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)**

10. Classified Contracts

Approve the employment of the classified staff for the forthcoming 2012-2013 school year, as per approved salary schedules in effect.

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

_____ Eppley _____ Hoffer _____ Stewart _____ Swope _____ Bunting

11. Work Schedules

Approval of the various work schedules for classified employees for the 2012-2013 school year.

Approval of the administrators (classified and certified) work schedules for the 2012-2013 school year.

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

_____ Hoffer _____ Stewart _____ Swope _____ Bunting _____ Eppley

12. Supplemental Contracts

Approve the following supplemental contracts for the 2012-2013 school year.

First	Last	Sport/Building	Position	Exp.	Class	Stipend
Ashley	Ellis	Cheerleading	Middle School Advisor	0	VII	\$2,153.00
Bader-Mock	LeAnne	ZHS	Color Guard Advisor	4	VI	\$3,383.00
Bader-Mock	LeAnne	ZHS	Dramatics Advisor	4	VII	\$2,768.00
Bader-Mock	LeAnne	ZHS	Stage Design	3	VIII	\$1,845.00

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

_____ Stewart _____ Swope _____ Bunting _____ Eppley _____ Hoffer

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

13. Unpaid Leaves of Absence

Approve the following personnel for unpaid leaves of absence:

Name	Date of Unpaid Leaves	Total Days
Foster, Kathy	5/31/12	1 day
Swingle, Jude	5/30/12 & 5/31/12	2 days

_____ 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**

14. A Resolution Authorizing The Reallocation Of A 1.75-Mill Portion Of The School District’s Share Of “Inside Millage” To A Permanent Improvement Fund Commencing In Tax Year 2012/Collection Year 2013.

WHEREAS, under Section 5705.02 of the Revised Code, the aggregate amount of taxes that may be levied without a vote of the electors on any taxable property in any one year is not to exceed ten mills on each dollar of tax valuation (the “Ten-Mill Limitation”, and, unvoted tax levies within the Ten-Mill Limitation, “Inside Millage”); and

WHEREAS, the School District is currently allocated a 4.45-mill share of Inside Millage; and

WHEREAS, under Sections 5705.03(A) and 5705.06(A) of the Revised Code, a board of education is required to levy Inside Millage first for debt charges on its unvoted general obligation debt (to the extent they are not to be provided for from another source) and to cause amounts received from that levy to be paid into its bond retirement fund, and any remaining portion of a board’s share of Inside Millage may be allocated to its general fund and used to pay current operating expenses or to a permanent improvement fund for the purpose of acquiring or constructing assets that have an estimated life or period of usefulness of five years or longer; and

WHEREAS, the School District issued its School Improvement Refunding Bonds, Series 2011 on June 23, 2011 and Series 2012 on May 17, 2012, the proceeds of which were used to refinance the School District’s School Improvement Bonds, Series 2002, which resulted in a savings of debt service and the related voted millage required to pay such debt service (the “Savings”); and

WHEREAS, currently, all of the School District’s Inside Millage is allocated to pay current operating expenses; and

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

A Resolution Authorizing The Reallocation Of A 1.75-Mill Portion Of The School District’s Share Of “Inside Millage” To A Permanent Improvement Fund Commencing In Tax Year 2012/Collection Year 2013 (continued)

WHEREAS, this Board has proposed the reallocation of a 1.75-mill portion of its share of Inside Millage to a permanent improvement fund for necessary permanent improvements commencing in tax year 2012/collection year 2013; and

WHEREAS, because that proposal would result in an increase in the amount of real property taxes levied by this Board in tax year 2012 (which is intended to be offset by the Savings in such tax year), this Board, on July 17, 2012, after proper notice, held a public hearing solely on the proposal as required by Section 5705.314 of the Revised Code; and

WHEREAS, this Board now desires to implement the proposal by authorizing the reallocation of a 1.75-mill portion of the School District’s share of Inside Millage to a permanent improvement fund for necessary permanent improvements commencing in tax year 2012/collection year 2013; and

WHEREAS, the School District’s estimated tax budget for tax year 2012/collection year 2013 properly shows a need for that portion of the School District’s Inside Millage to be directed to a permanent improvement fund commencing in tax year 2012/collection year 2013;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Zanesville City School District, Muskingum County, Ohio, that:

Section 1. This Board finds and determines that it is necessary to reallocate a 1.75-mill portion of the School District’s share of Inside Millage to a permanent improvement fund for necessary permanent improvements in tax year 2012/collection year 2013.

Section 2. This Board hereby requests the Muskingum County Auditor to reallocate a 1.75-mill portion of the School District’s share of Inside Millage to a permanent improvement fund for necessary permanent improvements in tax year 2012/collection year 2013.

Section 3. The Treasurer is directed to deliver or cause to be delivered a certified copy of this Resolution to the Muskingum County Auditor.

Section 4. This Board finds and determines that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this Resolution were taken, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were held, in meetings open to the public, in compliance with the law.

Section 5. This Resolution shall be in full force and effect from and immediately upon its adoption.

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

_____ Bunting _____ Eppley _____ Hoffer _____ Stewart _____ Swope

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

15. MEC Cooperative Advertising and Receiving Bids for School Bus Chassis and Bodies

WHEREAS, the Zanesville City Schools Board of Education wishes to advertise and receive bids for the purchase of three (3) - 77 passenger conventional school buses.

THEREFORE, BE IT RESOLVED the Zanesville City Schools Board of Education wishes to participate and authorize the Metropolitan Educational Council to advertise and receive bids on said Board’s behalf as per the specifications submitted for the cooperative purchase of three - 77 passenger conventional school buses.

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

_____ Eppley _____ Hoffer _____ Stewart _____ Swope _____ Bunting

16. Membership in OHSAA (Ohio High School Athletic Association)

Approve the membership in the Ohio High School Athletic Association for the 2012-2013 school year.

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

_____ Hoffer _____ Stewart _____ Swope _____ Bunting _____ Eppley

17. Handicapped Bus Purchase

Approve the purchase of a 2012 IC School Bus. Total purchase price is \$82,421. This bus will hold up to three (3) wheelchairs and is rated for 54 passengers. Funds will be provided by Special Education.

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

_____ Stewart _____ Swope _____ Bunting _____ Eppley _____ Hoffer

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

18. Attendance at Meetings/Events

Approval be granted for the following individuals to attend professional meetings:

Employee Full Name	School Name	Absence Reason		Date
Archer, Charles	Zanesville City School District	Prof Development	1 day	6/1/2012
Buchanan, Libby	Zanesville High School	New Tech Training	2 days	6/13/2012
Buchanan, Libby	Zanesville High School	New Tech Training	5 days	6/18/2012
Cooper, Jodi	National Road Elementary	Misc. Conference	1 day	6/10/2012
Cosgrave, Jocelyn	Zanesville High School	New Tech Training	5 days	6/18/2012
Cottrill, Kacey	John McIntire Elementary	Misc. Conference	3 days	6/20/2012
Downard, Harry	Zanesville High School	Prof Development	1 day	6/21/2012
Green, Don	Zanesville City School District	Power School Training	1 day	6/13/2012
Harlan, Benjamin	Zanesville High School	New Tech Training	2 days	6/13/2012
Harlan, Benjamin	Zanesville High School	New Tech Training	5 days	6/18/2012
Haudenschild, Candace	Zanesville High School	Misc. Conference	5 days	6/18/2012
Heagen, James	Zanesville High School	New Tech Training	2 days	6/13/2012
Heagen, James	Zanesville High School	New Tech Training	5 days	6/18/2012
Hittle, Matt	Zanesville City School District	Misc. Conference	1 day	6/15/2012
Hodges, Jane	Zane Grey Elementary	Misc. Conference	1 day	6/20/2012
Hudson, Lori	Zanesville High School	New Tech Training	5 days	6/18/2012
Humphrey, Shelly	Zanesville Community HS	Misc. Conference	1 day	6/5/2012
Jackson, Amy	Zanesville High School	New Tech Training	2 days	6/13/2012
Jackson, Amy	Zanesville High School	New Tech Training	5 days	6/18/2012
Karling, Allison	Zane Grey Elementary	Misc. Conference	3 days	6/20/2012
Lee, Margie	Zanesville City School District	Power School Training	1 day	6/13/2012
Lee, Margie	Zanesville City School District	Power School Training	1 day	6/15/2012
Lee, Margie	Zanesville City School District	Power School Training	1 day	6/25/2012
Lee, Margie	Zanesville City School District	Power School Training	1/2 day	6/20/2012
Martin, Flora	Zanesville City School District	Misc. Conference	1 day	6/20/2012
Martin, Terry	Zanesville City School District	New Tech Training	2 days	6/21/2012
Near, Heather	Zanesville High School	New Tech Training	2 days	6/13/2012
Near, Heather	Zanesville High School	New Tech Training	5 days	6/18/2012

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

18. Attendance at Meetings/Events (continued)

Employee Full Name	School Name	Absence Reason		Date
Rollison, Sarah	Zanesville High School	New Tech Training	2 days	6/13/2012
Rollison, Sarah	Zanesville High School	New Tech Training	5 days	6/18/2012
Rudloff, Stephanie	Zanesville High School	New Tech Training	2 days	6/13/2012
Rudloff, Stephanie	Zanesville High School	New Tech Training	5 days	6/18/2012
Seekatz, Linda	Zanesville City School District	Prof Development	1 day	6/1/2012
Smith, Douglas	Zanesville High School	Athletics	5 days	6/25/2012
Wahl, Darla	Zanesville High School	New Tech Training	2 days	6/13/2012
Wahl, Darla	Zanesville High School	New Tech Training	5 days	6/18/2012
Wheeler, Vicki	Zanesville City School District	Misc. Conference	1 day	6/28/2012
Wilson, James	Zanesville Community HS	Misc. Conference	3 days	6/11/2012
Wilson, James	Zanesville Community HS	Misc. Conference	2 days	6/25/2012
Wilson, James	Zanesville Community HS	Misc. Conference	1 day	6/27/2012

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

_____ Swope _____ Bunting _____ Eppley _____ Hoffer _____ Stewart

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

I. REPORT/DISCUSSION ITEMS

J. CLOSING COMMENTS

K. 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

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 statues 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