

**ZANESVILLE BOARD OF EDUCATION  
REGULAR BOARD MEETING**

**July 17, 2018**

Mr. Bunting, Vice President called the meeting to order @5:30 p.m. Those answering roll call: Mr. Bunting, Mr. Coulson, Mr. Curry. Mrs. French and Mr. Swope were absent. Also present were Mr. Baker, Superintendent and Mr. Young, Treasurer.

**#18-185                    APPROVAL OF BOARD MINUTES**

Mr. Curry moved and Mr. Coulson seconded that the Board of Education approves the minutes of the Zanesville Board of Education regular meeting on May 15, 2018.

Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

**#18-186                    REPORT OF THE TREASURER**

Mr. Coulson moved and Mr. Curry seconded to approve the following recommendations:

**June 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 June 2018 minutes, bank reconciliation and financial reports for the Zanesville Community High School.

**Property, Liability & Fleet Insurance**

Approve property, liability & fleet insurance with Ohio Casualty Insurance Company through the Young Insurance Agency effective July 1, 2018 through June 30, 2019 at an annual rate of \$137,500.

**Change Funds**

Approve the following change funds for the 2018-19 school year:

- |                                 |  |
|---------------------------------|--|
| ZHS (Athletic Business Manager) | \$3,000 (for athletic functions, sales, dances, etc) |
| Concession                      | \$1,000 (change for concessions)                     |
| Lunchroom (Vicki Wheeler)       | \$ 200 (change for lunch time)                       |
| Preschool (Marsha Hutchinson)   | \$ 100 (change for preschool)                        |

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

**Petty Cash Funds**

Approve the following petty cash funds for the 2018-19 school year:

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ZHS (Athletic Business Manager)	\$5,000 (to pay officials, ticket takers, police, etc)
ZMS (Robert Dalton)	\$1,200 (to pay officials, ticket takers, police, etc)
Transportation (Transportation)	\$ 200 (for bus drivers meals)

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

**Donations**

Accept the following donations to support the Robotics Teams/Programs:

\$10,000 from William Stewart, Zanesville, OH

\$10,000 from John and Lynn Straker, Wilson, WY

Those voting aye: Mr. Coulson, Mr. Curry, Mr. Bunting. Vice President declared motion carried.

**#18-187 RESIGNATIONS – CERTIFICATED**

Mr. Bunting moved and Mr. Curry seconded to accept the resignation of Kristin Benincasa, Speech Pathologist at Zane Grey Elementary, effective August 16, 2018. Reason for resignation is other employment.

Accept the resignation of Hannah Daley, Intervention Specialist at Zane Grey Intermediate, effective August 16, 2018. Reason for resignation is other employment.

Accept the resignation of Matt Heagen, Teacher at Zanesville High School, effective August 3, 2018. Reason for resignation is other employment.

Accept the resignation of Taylor Potts, Teacher at Zanesville High school, effective August 16, 2018. Reason for resignation is other employment.

Those voting aye: Mr. Curry, Mr. Bunting, Mr. Coulson. Vice President declared motion carried.

**#18-188 EMPLOYMENT – CERTIFICATED**

Mr. Curry moved and Mr. Coulson seconded to approve the following certificated personnel for the 2018-2019 school year, pending appropriate certification requirements and background check.

Adrianna Hambrick – 6<sup>th</sup> Grade Teacher at Zane Grey Intermediate

Experience:	0	College:	Ohio University
Effective Date:	8/17/2018	Amount:	BA+150

Tara Baker –Teacher at Zanesville High School

Experience:	0	College:	Ohio State University
Effective Date:	8/17/2018	Amount:	BA

Jenna Lilly – 3<sup>rd</sup> Grade Teacher at Zane Grey Intermediate

Experience:	0	College:	Ohio State University
Effective Date:	8/17/2018	Amount:	BA

Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

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**#18-189            EMPLOYMENT – ZANESVILLE HIGH SCHOOL**

Mr. Curry moved and Mr. Bunting seconded to approve the employment of Steve Shroyer to teach an officiating course at Zanesville High School. Position will be 2 hours per day for 182 days, effective 2018-2019 school year. Rate of pay will be calculated from Masters +15, step 11 rate of pay, pending background check and proper certification.

Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

**#18-190            CLASSIFIED STAFF SALARIES**

Mr. Coulson moved and Mr. Curry seconded to approve the attached list of classified staff (including Fiscal Associates, Aides, Secretaries, Library Tech, Maintenance, Food Services and Transportation) for the 2018-19 school year, as per approved salary schedules.

Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

**#18-191            SUMMER INTERVENTION PROGRAMS**

Mr. Bunting moved and Mr. Curry seconded to approve the following staff for the 2018 elementary and middle school summer intervention programs as substitute Teachers.

**Summer Intervention Teachers 21<sup>st</sup> Century Community Learning Center**

Name	Name
Dawn Daily	Clay Lawyer
Jennifer Myers	Gayla Ware
Tina McDonald	

Those voting aye: Mr. Coulson, Mr. Curry, Mr. Bunting. Vice President declared motion carried.

**#18-192            EXTENDED TIME - CERTIFICATED**

Mr. Coulson moved and Mr. Curry seconded to approve extended time for the individual listed for the 2018-19 school year. Rate of pay will be at per diem rate, as and when needed.

Name	Title	Not to Exceed
Lori Lee	District Librarian/Instructional Technology	20 days

Those voting aye: Mr. Curry, Mr. Bunting, Mr. Coulson. Vice President declared motion carried.

**#18-193            ZANESVILLE COMMUNITY HIGH SCHOOL ITEMS**

Mr. Curry moved and Mr. Coulson seconded to approve Kelvin Grimmitt, ZCHS Security Officer, a one year contract (10 months) at a salary of \$40,000 for the 2018-2019 school year, effective August 6, 2018.

Approve Shelly Humphrey, Secretary at ZCHS, EMIS work stipend of \$1,500.00 for the 2018-2019 school year.

Approve Jacob Fisher, ZCHS Technology Liaison, a \$2,000.00 stipend for the Technology Services for the 2018-2019 school year.

Approve Gary Frey, Science Teacher at ZCHS, to full-time status for the 2018-2019 school year.

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Approve Debbie Mason, ZCHS Fiscal Associate, for a \$1,800.00 stipend for the 2018-2019 school year.

Approve Kelly Lawler, ZCHS Fiscal Associate, \$1,200.00 stipend for the 2018-2019 school year.

These were approved at the ZCHS Board Meeting on June 20, 2018.

Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

**#18-194 SUPPLEMENTAL RESIGNATIONS**

Mr. Bunting moved and Mr. Coulson seconded to approve the following supplemental resignations for the 2018-2019 school year.

Name	Position	Reason
Terry Parmer	ZMS Track	Personal
Valerie Toothman	ZMS Track	Personal
Jennifer Winland	ZMS Track	Personal
Payton Norris	ZMS Track	Personal

Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

**#18-195 SUPPLEMENTAL CONTRACTS/VOLUNTEERS**

Mr. Coulson moved and Mr. Curry seconded to approve the following supplemental contracts for the 2018-2019 school year.

First Name	Last Name	Sport	Position	Year 2018-19	Class	Stipend
David	Balo	Baseball	Varsity Coach	15	IV	\$5,030.00
David	Balo	Baseball	Winter Fitness	4	X	\$1,174.00
Heath	Cooper	Baseball	Varsity Assistant Coach	1	VIII	\$1,677.00
John T.	Raymond	Baseball	Junior Varsity Coach	3	VII	\$2,683.00
Doug	Smith	Softball	Varsity Coach	2	VI	\$3,354.00
Chelsie	Wright	Softball	Winter Fitness	1	X	\$838.00
Chelsie	Wright	Softball	Junior Varsity Coach	2	VIII	\$2,012.00
Justin	Joseph	Softball	Volunteer			
Valencia	Clark	Tennis- Boys	Varsity Head Coach	21	VII	\$3,018.00
Michael	Law	Track- Boys	Varsity Coach - Boys	1	IV	\$4,360.00
Michael	Law	Track	Winter Fitness (1/2)	2	X	\$503.00
Gerald	Farber	Track- Boys	Asst Varsity Coach - Boys	1	VIII	\$1,677.00
Sarah	Meadows	Track	Varsity Assistant	1	VIII	\$1,677.00
Bob	Moon	Track- Girls	Varsity Coach - Girls	2	IV	\$4,695.00

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Bob	Moon	Track- Girls	Winter Fitness (1/2)	2	X	\$503.00
Robert	Dalton	Wrestling	Varsity Coach	0	IV	\$4,360.00
Jeff	Moody	Tennis- Girls	Varsity Coach	0	VII	\$2,347.00
Zachariah	Clapper	Football	Volunteer			
Devin	Barnhouse	Basketball-Boys	Volunteer			

Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

**#18-196 RESIGNATION – CLASSIFIED**

Mr. Bunting moved and Mr. Curry seconded to accept the resignation of Tammy Jo Brown, Food Services at Zane Grey Elementary, effective August 20, 2018. Reason for resignation is personal. Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

**#18-197 SUPPLEMENTALS**

Mr. Coulson moved and Mr. Curry seconded to accept the following supplemental resignations for the 2018-2019 school year.

Name	Position	Reason
Valencia Clark	Girls Tennis – Varsity Coach	Personal

Approve the following supplemental personnel for the 2018-2019 school year.

Name	Position
Jim Rudloff	Baseball – Varsity Assistant <b>Volunteer</b>

Those voting aye: Mr. Coulson, Mr. Curry, Mr. Bunting. Vice President declared motion carried.

**#18-198 TRANSFER – CLASSIFIED**

Mr. Bunting moved and Mr. Coulson seconded to approve the transfer of Jennifer Myers, Library Tech at John McIntire Elementary (192 days, 7 hours per day) to reflect One on One Aide at Zanesville High School (1 year contract -190 days, 6.5hrs/day), pending certification and background check, effective August 21, 2018. Rate of pay will be MD Aide w/AA, step 11 from the approved Aide Salary Schedule.

Those voting aye: Mr. Curry, Mr. Bunting, Mr. Coulson. Vice President declared motion carried.

**#18-199 CORRECTION - ADMINISTRATIVE**

Mr. Bunting moved and Mr. Coulson seconded to approve Margie Lee, Facilities Manager-EMIS, from Step 4 to Step 5 for the 2018-2019 school year. Effective August 1, 2018.

Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

**#18-200 PROFESSIONAL DEVELOPMENT**

Mr. Bunting moved and Mr. Curry seconded to approve the replacement of Danielle Kinsey with Mackenzie Tyson, Teacher at Zane Grey Intermediate, to attend 2 days of training on Eureka Math, July 26-27, 2018 in Columbus, Ohio. Reason for replacement is transfer to administrative position. The Teacher will receive \$100.00 per day stipend.

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Approve the cost of Literacy Collaborative training at The Ohio State University for Sarah Gantzer to be trained as Intermediate Literacy Collaborative Coach. Cost to be \$29,920.00 from the General Fund. Training to be completed during the 2018-2019 school year.

Approve the cost of Literacy Collaborative training at The Ohio State University for Megan Witucky to be trained as the District Literacy Collaborative Coach. Cost to be \$29,000.00 from the General Fund. Training to be completed during the 2018-2019 school year.

Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

**#18-201            REQUEST FOR FMLA LEAVE OF ABSENCE**

Mr. Curry moved and Mr. Coulson seconded to approve FMLA leave of absence for Trudi Hardcastle, John McIntire/National Road/Zane Grey Gifted Intervention Specialist, effective August 20, 2018 to September 21, 2018.

Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

**#18-202            REQUEST FOR LEAVE - CERTIFICATED**

Mr. Bunting moved and Mr. Curry seconded to approve maternity leave of absence for Inzie Browning, 1<sup>st</sup> Grade Teacher at John McIntire Elementary, effective September 14, 2018 to October 29, 2018.

Those voting aye: Mr. Coulson, Mr. Curry, Mrs. Bunting. Vice President declared motion carried.

**#18-203            MUSKINGUM COUNTY JUVENILE DETENTION CENTER  
COORDINATOR OF SERVICES**

Mr. Curry moved and Mr. Bunting seconded to approve Maureen Montgomery, as Coordinator of Services at Muskingum County Juvenile Detention Center for the 2018-2019 school year. Rate of pay will \$3,108.00, Class VII, experience level C, of the approved 2018-2019 Supplemental Salary Schedule.

Those voting aye: Mr. Curry, Mr. Bunting, Mr. Coulson. Vice President declared motion carried.

**#18-204            RESIGNATION – CLASSIFIED**

Mr. Coulson moved and Mr. Bunting seconded to accept the resignation of Patrick A. Norris, Custodian at Zanesville Middle School, effective December 31, 2018. Reason for resignation is retirement.

Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

**#18-205            REQUEST FOR PAID FMLA LEAVE OF ABSENCE - CERTIFICATED**

Mr. Bunting moved and Mr. Curry seconded to approve paid FMLA leave of absence Taylor Vaughn, John McIntire Elementary teacher, effective August 20, 2018 to September 21, 2018. Reason for absence is birth of a child.

Those voting aye: Mr. Coulson, Mr. Curry, Mr. Bunting. Vice President declared motion carried.

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**#18-206 MUSKINGUM COUNTY DD AGREEMENT**

Mr. Coulson moved and Mr. Curry seconded the approval to enter into agreement with Muskingum County Board of Developmental Disability to provide services for the 2018-2019 school year not to exceed \$192,000.00.

Those voting aye: Mr. Curry, Mr. Bunting, Mr. Coulson. Vice President declared motion carried.

**#18-207 CAMPBELL SPEECH SERVICES AGREEMENT**

Mr. Bunting moved and Mr. Curry seconded the approval to enter into agreement with Campbell Speech Services to provide services to our students attending Eagle Wings Academy for the 2018-2019 school year not to exceed \$4,000.00.

Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

**#18-208 LICKING REHABILITATION SERVICES AGREEMENT**

Mr. Bunting moved and Mr. Coulson seconded the approval to enter into agreement with Licking Rehabilitation Services (D.B.A Rehab Associates-Newark) to provide physical therapy and occupational therapy services for the 2018-2019 school year. This is the final year of a two year contract. The fee for physical and occupational therapists will be \$61.80 per hour and the fee for therapy assistants will be \$56.65 per hour.

Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

**#18-209 MOU AGREEMENT WITH UNITED WAY OF MPM**

Mr. Bunting moved and Mr. Curry seconded to approve the Memorandum of Understanding (MOU) between Zanesville City Schools and United Way of Muskingum, Perry and Morgan Counties to reduce food insecurity and provide tools and supportive materials for students to be successful in the classroom.

Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

**#18-210 A RESOLUTION DETERMINING TO PROCEED WITH THE SUBMISSION TO THE ELECTORS OF THE ZANESVILLE CITY SCHOOL DISTRICT OF THE QUESTION OF RENEWING AND INCREASING AN EXISTING EMERGENCY TAX LEVY, PURSUANT TO SECTIONS 5705.194 THROUGH 5705.197 OF THE REVISED CODE.**

Mr. Curry moved and Mr. Bunting seconded to approve the following resolution:

WHEREAS, on November 4, 2014, the electors of this School District approved the levy of a tax, for the purpose of providing for the emergency requirements of the School District, to raise the amount of \$1,438,952 each year for a period of five years, the last collection of which will occur in calendar year 2019; and

WHEREAS, on May 15, 2018, this Board adopted a resolution declaring it necessary to submit to the electors of the District the question of renewing all of that tax levy and providing an increase thereof in the amount of \$500,000 for a total of \$1,938,952 in excess of the ten-mill limitation, as described below, a copy of which resolution was certified to the Muskingum County Auditor; and

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WHEREAS, thereafter, the Muskingum County Auditor certified that the total tax (assessed) valuation of the District is \$378,390,750, and that the estimated annual tax levy required throughout the life of the proposed levy to produce the annual amount of \$1,938,952, as set forth in the aforesaid resolution of this Board, calculated in the manner provided by Section 5705.195 of the Revised Code, is 5.2 mills for each one dollar of valuation, which amounts to 52 cents for each one hundred dollars of valuation; and

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

Section 1. This Board hereby determines to proceed with the submission to the electors at an election to be held on **November 6, 2018**, of the question of renewing all of a tax levy in excess of the ten-mill limitation in the amount of \$1,438,952, and providing an increase of that tax levy in the amount of \$500,000, in order to raise the total amount of **\$1,938,952** each year, for **ten years**, commencing with a levy on the tax list and duplicate for the year 2019 to be first distributed to the School District in calendar year 2020, for the purpose of providing for the emergency requirements of the School District, at the annual tax rate as is necessary to raise that amount, which rate is currently estimated by the Muskingum County Auditor to be **5.2 mills** for each one dollar of valuation, which amounts to **52 cents** for each one hundred dollars of valuation.

Section 2. The Treasurer is authorized and directed to certify to the Muskingum County Board of Elections copies of this resolution and the resolution of this Board and certificate of the County Auditor referred to in the preambles hereto, before the close of business on August 8, 2018. This Board hereby requests that the Board of Elections give notice, prepare the ballots, and make other necessary arrangements for the submission of this question to the electors of this District, all in accordance with law.

Section 3. 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 all deliberations of this Board and of any of its committees that resulted in those formal actions were held, in meetings open to the public, in compliance with the law.

Section 4. This resolution shall be in full force and effect from and immediately upon its adoption.

Those voting aye: Mr. Coulson, Mr. Curry, Mr. Bunting. Vice President declared motion carried.

**#18-211            AGREEMENT BETWEEN ZANESVILLE CITY SCHOOLS AND  
MUSKINGUM VALLEY EDUCATIONAL SERVICE CENTER.**

Mr. Bunting moved and Mr. Coulson seconded to approve an agreement with the Muskingum Valley Educational Service Center to provide special education services and other various educational services for the 2018-2019 school year. Estimated cost is \$1,532,897.18.

Those voting aye: Mr. Curry, Mr. Bunting, Mr. Coulson. Vice President declared motion carried.



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**#18-212          DISTRICT JOB DESCRIPTION FOR APPROVAL**

Mr. Bunting moved and Mr. Curry seconded to approve the attached Supervisor of Guidance Services/College and Career Readiness job description.

Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

**#18-213          POLICIES AND PROCEDURES**

Mr. Coulson moved and Mr. Curry seconded to approve the following policies for adoption:

- |         |   |
|---------|---|
| 7530.02 | Staff Use of Personal Communications Devices  |
| 7542    | Access to District Technology Resources and/or Information Resources from personal Communications Devices |

**Policies for Deletion:**

- |      |   |
|------|---|
| 7543 | Utilization of the District's Website and Remote Access to the District's Network |
|------|---|

**Guidelines for Adoption:**

- |       |                |
|-------|----------------|
| 8310A | Public Records |
|-------|----------------|

Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

**#18-214          EXECUTIVE SESSION**

Mr. Coulson moved and Mr. Curry 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:

  X   Personnel matters

  X   to consider the promotion or compensation of public employee(s) or officials

Time entered executive session: 6:00 p.m.

Time returned to public session: 7:54 p.m.

Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

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**#18-215 CHANGE IN CONTRACT -TREASURER**

Mr. Coulson moved and Mr. Curry seconded to approve allowing the treasurer to accumulate up to 60 days of paid vacation and sell back up to 10 days per fiscal year.

Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

**#18-216 CORRECTION - ADMINISTRATIVE**

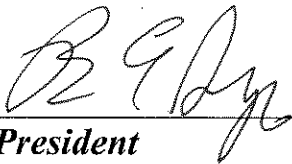
Mr. Bunting moved and Mr. Curry seconded to approve Kevin Appleman, Director of Operations/Student Services, from Step 10-14 to Step 15-19 for the 2018-2019 school year. Effective August 1, 2018.

Those voting aye: Mr. Coulson, Mr. Curry, Mr. Bunting. Vice President declared motion carried.

**#18-217 MEETING ADJOURNMENT**

Mr. Curry moved and Mr. Coulson seconded that the Zanesville City Schools Board of Education meeting is adjourned @ 7:59 p.m.

Those voting aye: Mr. Coulson, Mr. Curry, Mr. Bunting. Vice President declared motion carried.

  
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*President*

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