

Board of Education Regular Meeting

July 17, 2018

5:30 P.M.

**Zanesville City Schools
Administration Building**

956 Moxahala 43701

Board of Education Members:

*Brian Swope - President
Scott Bunting – Vice President
Mike Coulson
Fred Curry
Vicky French*



*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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- Audit Committee – Brian Swope and Fred Curry
- Insurance Committee – Mike Coulson
- Buildings and Grounds Committee - Scott Bunting and Fred Curry

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C. ROLL CALL – Mike Young

_____ Bunting _____ Coulson _____ Curry _____ French _____ Swope

D. INTRODUCTION OF GUEST

United Way of Muskingum, Perry, and Morgan Counties

E. ZEA PRESENTATIONS/COMMENTS

F. ZANESVILLE COMMUNITY HIGH SCHOOL REPORTS/UPDATES

G. 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 regular meeting on May 15, 2018.

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

_____ Bunting _____ Coulson _____ Curry _____ French _____ Swope

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

BE IT RESOLVED, to approve the following recommendations:

1. June Financial Reports

Approve the following financial reports:

- Financial report by fund
- Expenditure report
- Investment report

**H. REPORT OF THE TREASURER OF THE BOARD OF EDUCATION – Mike Young
(Con't)**

2. Reconciliations

Approve the following reconciliations:

General
Payroll

3. Monthly Financials – Zanesville Community High School

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

4. 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.

5. 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.

6. Petty Cash Funds

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

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 (Robin Stephens)	\$ 200 (for bus drivers meals)

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

H. REPORT OF THE TREASURER OF THE BOARD OF EDUCATION – Mike Young (Con't)

7. 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

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

_____ Coulson _____ Curry _____ French _____ Swope _____ Bunting

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

BE IT RESOLVED, to approve the following personnel recommendations:

1. Resignations – Certificated

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.

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

_____ Curry _____ French _____ Swope _____ Bunting _____ Coulson

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

2. Employment – Certificated

Approve the following certificated personnel for the 2018-2019 school year, pending appropriate certification requirements and background check.

Adrianna Hambrick – 6th 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 – 3rd Grade Teacher at Zane Grey Intermediate
Experience: 0 College: Ohio State University
Effective Date: 8/17/2018 Amount: BA

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

_____ French _____ Swope _____ Bunting _____ Coulson _____ Curry

3. Employment – Zanesville High School

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.

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

_____ Swope _____ Bunting _____ Coulson _____ Curry _____ French

4. Classified Staff Salaries

Approved 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.

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

_____ Bunting _____ Coulson _____ Curry _____ French _____ Swope

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

5. Summer Intervention Programs

Approve the following staff for the 2018 elementary and middle school summer intervention programs as substitute Teachers.

Summer Intervention Teachers 21st Century Community Learning Center

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

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

_____ Coulson _____ Curry _____ French _____ Swope _____ Bunting

6. Extended time - Certificated

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

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

_____ Curry _____ French _____ Swope _____ Bunting _____ Coulson

7. Zanesville Community High School Items

Approve Carrie Bunting, Supervisor of Student Services/EMIS Coordinator, a two year contract (11 months) NLS, Step 2, Plus a \$17,000 stipend for EMIS work, effective July 23, 2018.

Approve Kelvin Grimmatt, 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, an EMIS work stipend of \$1,500.00 for the 2018-2019 school year.

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

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.

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

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

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

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

_____ French _____ Swope _____ Bunting _____ Coulson _____ Curry

8. Supplemental Resignations

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

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

_____ Swope _____ Bunting _____ Coulson _____ Curry _____ French

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

9. Supplemental Contracts/Volunteers

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
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			

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

_____ Bunting _____ Coulson _____ Curry _____ French _____ Swope

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

10. Request for paid FMLA Leave of Absence - Certificated

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.

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

_____ Coulson _____ Curry _____ French _____ Swope _____ Bunting

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

11. Muskingum County DD Agreement

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

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

_____ Curry _____ French _____ Swope _____ Bunting _____ Coulson

12. Campbell Speech Services Agreement

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.

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

_____ French _____ Swope _____ Bunting _____ Coulson _____ Curry

13. Licking Rehabilitation Services Agreement

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.

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

_____ Swope _____ Bunting _____ Coulson _____ Curry _____ French

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

14. MOU Agreement with United Way of MPM

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.

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

_____ Bunting _____ Coulson _____ Curry _____ French _____ Swope

15. 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.

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

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.

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

_____ Coulson _____ Curry _____ French _____ Swope _____ Bunting

16. Agreement between Zanesville City Schools and Muskingum Valley Educational Service Center.

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.

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

_____ Curry _____ French _____ Swope _____ Bunting _____ Coulson

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

17. District Job Description for Approval

Approve the attached Supervisor of Guidance Services/College and Career Readiness job description.

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

_____ French _____ Swope _____ Bunting _____ Coulson _____ Curry

18. Policies and Procedures

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

19. Policies for Deletion:

Approve the following policy for deletion:

- 7543** Utilization of the District’s Website and Remote Access to the District’s Network

20. Guidelines for Adoption:

Approve the following guideline for adoption:

- 8310A** Public Records

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

_____ Swope _____ Bunting _____ Coulson _____ Curry _____ French

J. REPORT/DISCUSSION ITEMS

Vicky French - 200th Anniversary of Zanesville City Schools (2018)

K. BOARD COMMITTEE UPDATES

Legislative Liaison – Vicky French
Student Achievement Liaison – Scott Bunting
Audit Committee – Brian Swope and Fred Curry
Insurance Committee – Mike Coulson
Buildings & Grounds Committee – Scott Bunting and Fred Curry

L. CLOSING COMMENTS

M. 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.

Time returned to public session: _____ a.m./p.m.

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

_____ Bunting _____ Coulson _____ Curry _____ French _____ Swope

N. 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.

_____ Coulson _____ Curry _____ French _____ Swope _____ Bunting