

**Board of Education Special Regular Meeting
July 23, 2013
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 – JIM RUDLOFF

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 Meeting on June 6, 2013 and Regular Meeting on June 18, 2013.

_____ 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 2013-14 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 2013-14 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) |

3. Transfer

Approve a transfer from General Fund (001) to District Agency Fund (022-9401, SERS) of \$70,000 and a transfer from General Fund (001) to District Agency Fund (022-9402, STRS) of \$10,000.

This is due to a simplified way for accounting of retirement funds. This does not reflect an increase in costs.

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

4. Property, Liability & Fleet Insurance

Approve property, liability & fleet insurance with the Ohio Casualty Insurance Company through the Young Insurance Agency effective July 1, 2013 through June 30, 2014 at an annual rate of \$105,786.

_____ 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 – Certificated

Accept the resignation of Kelly McCoy, Intervention Specialist at John McIntire Elementary, effective August 16, 2013. Reason for resignation is due to finding other employment.

Accept the resignation of Ashley Ellis, Intervention Specialist at Zanesville High School, Effective August 16, 2013. Reason for resignation is due to finding other employment.

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

_____ Hoffer _____ Stewart _____ Swope _____ Bunting _____ Eppley

2. Employment - Certificated

Approve the following certificated personnel for the 2013-2014 school year pending appropriate certification requirements and background checks.

Brady L. Palmer – Intervention Specialist at John McIntire Elementary

Experience: 2 College: Muskingum University (MA)
Effective Date: August 16, 2013 Amount: \$36,936.00

Garrett M. Young – Intervention Specialist at Zanesville High School

Experience: 6 College: Tusculum College (BA+150)
Effective Date: August 16, 2013 Amount: \$40,165.00

_____ 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)**

3. Employment – Classified

Approve Todd Hynds, Maintenance I at National Road Elementary, effective July 8, 2013, pending appropriate certification requirements and background checks. Salary to be step 0 from the appropriate salary schedule.

Approve Katie L. McCuen, Aide at Zanesville High School, effective August 20, 2013, pending appropriate certification requirements and background checks. Salary to be step 0 from the appropriate salary schedule.

Approve Levi Peairs, Maintenance I at Zanesville High School, effective July 8, 2013, pending appropriate certification requirements and background checks. Salary to be step 0 from the appropriate salary schedule.

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

_____ Swope _____ Bunting _____ Eppley _____ Hoffer _____ Stewart

4. Certificated – Increase in Hours

Approve the increase in hours for Nate Seekatz, Dean of Students at Zanesville High School, from 9½ months (192 days) to reflect a 10 month (202 days) contract, effective August 5, 2013. Daily rate of pay to remain the same.

Approve the increase in hours for Jason Taylor, Dean of Students at Zanesville Middle School from 9½ months (192 days) to reflect a 10 month (202 days) contract, effective August 5, 2013. Daily rate of pay to remain the same.

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

_____ Bunting _____ Eppley _____ Hoffer _____ Stewart _____ Swope

5. Extended Time - Certificated

Approve the following extended time following the 2012-2013 school year. Rate of pay will be at per diem rate.

| Employee | Additional Days |
|-----------------|------------------------|
| Colby Childs | 8 days |
| Aubrey Dollings | 9 days |

_____ 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. Extended Day – Certificated

Approve Bryan Cramer, music teacher, for an extra period per day for 180 days of the 2013-2014 school year at a cost of \$1,800.00

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

_____ Hoffer _____ Stewart _____ Swope _____ Bunting _____ Eppley

7. Classified – Transfers / Increase in Hours

Approve the increase in hours for Roger Cook, Security at Zanesville High School from 9 months (192 days) to reflect 9½ months (202 days), effective August 12, 2013. Daily rate of pay to remain the same.

Approve the transfer of Drema Rhodes, from Latchkey Aide and Bus Aide to full time Aide at Zane Grey Elementary, effective August 20, 2013, pending appropriate certification requirements and background checks.

Approve the transfer of Patty West, Food Services (3 hrs at John McIntire) and Bus Aide (5 hours) to Food Services, Cafeteria II, (7 hours) at Zanesville High School, pending appropriate certification requirements and background checks. Effective August 19, 2013.

Approve the transfer of Don Mayle, Maintenance I at National Road Elementary to Maintenance I – Headman at National Road Elementary, effective June 26, 2013, pending appropriate certification requirements and background checks.

Approve the increase in hours of Billie Bird, Special Education Bus Aide from 3 hours to 5 hours per day, effective August 20, 2013, pending appropriate certification requirements and background checks.

_____ 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)**

8. CORE Teacher Leaders

Approve the following personnel as CORE Teacher Leaders for the 2013-2014 school year. The CORE Teacher Leader project will be funded through Federal Programs, professional development funding, at the rate of \$4,000 plus fringes, except where indicated as a shared amount/responsibility. Mark Stallard is an administrator and will be funded through General Fund.

| Name | School | Subject |
|----------------------|---|------------------------------|
| Candace Haudenschild | Zanesville High School | Science |
| Loni Tysinger | Zanesville High School | Math |
| Tom Downard | Zanesville High School | English (LA) |
| Chris Miller | Zanesville High School (Shared Amount/Responsibility \$2,000) | Social Studies |
| Elizabeth Wright | Zanesville High School (Shared Amount/Responsibility \$2,000) | Social Studies |
| | | |
| Molly Denton | Zanesville Middle School | Math/ Science NT |
| Doug Zorne | Zanesville Middle School | Math/ Science |
| Matt Mercer | Zanesville Middle School | Lang Arts/ Social Studies |
| Karen Brock | Zanesville Middle School | Lang Arts/ Social Studies NT |
| | | |
| Mark Stallard | Zane Grey Elementary | Grade K-1 |
| Lisa Melshiemer | Zane Grey Elementary | Grade 2-3 |
| Julianne Kuchan | Zane Grey Elementary | Grade 4-5-6 Math |
| Diana Donahue | Zane Grey Elementary | Grade 4-5-6 LA |
| | | |
| Marla Walker | John McIntire Elementary | Grs. K-1 |
| Alisa Mumford | John McIntire Elementary | Grs. 2-3 |
| Wendy Lowe | John McIntire Elementary | Grade 4-5-6 Math |
| Kim Farmer | John McIntire Elementary | Grade 4-5-6 LA |
| | | |
| Christine Gray | National Road Elementary | Grade K-1 |
| Trish Bell | National Road Elementary | Grade 2-3 |
| Karen Moore | National Road Elementary | Grade 4-5-6 Math |
| Samantha Newton | National Road Elementary | Grade 4-5-6 LA |

_____ 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)**

9. Employment - Substitute

Approve the following substitute driver, as and when needed, pending appropriate certification and background checks for the 2013-2014 school year.

| Substitute Bus Driver | | | |
|-----------------------|--|--|--|
| Tom Ritchey | | | |

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

_____ Bunting _____ Eppley _____ Hoffer _____ Stewart _____ Swope

10. Certificated Administrators Salary Schedules

Approve the attached certificated administrative salary schedules and fringe benefits for the 2013-2014 school year.

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

_____ Eppley _____ Hoffer _____ Stewart _____ Swope _____ Bunting

11. Classified Administrators Salary Schedules

Approve the attached classified administrative salary schedules and fringe benefits for the 2013-2014 school year.

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

_____ Hoffer _____ Stewart _____ Swope _____ Bunting _____ Eppley

12. Certificated Administrative Salary Notices/Contracts

Approve the attached certificated administrative salaries based on the 2013-2014 administrative salary schedules approved for certificated administrators.

_____ 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. Classified Administrative Salary Notices

Approve the attached classified administrative salaries based on the 2013-2014 administrative salary schedules approved for classified administrators.

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

_____ Swope _____ Bunting _____ Eppley _____ Hoffer _____ Stewart

14. Classified Contracts

Approve the employment of the classified staff for the forthcoming 2013-2014 school year, as per approved salary schedules in effect.

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

_____ Bunting _____ Eppley _____ Hoffer _____ Stewart _____ Swope

15. Work Schedules

Approval of the various work schedules for classified employees for the 2013-2014 school year.

Approval of the administrators (classified and certified) work schedules for the 2013-2014 school year.

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

_____ Eppley _____ Hoffer _____ Stewart _____ Swope _____ Bunting

16. Supplemental Contracts

Accept the resignation of Lori Hudson, Ski Club Advisor, effective August 1, 2013.

Approve the following supplemental contracts for the 2013-2014 school year.

| Name | Sport/Building | Position | Ex p. | Class | Stipend |
|-----------------|----------------|--|-------|-------|---------|
| Wilma Lawn | Zanesville HS | Junior Class Advisor (½) | 0 | VIII | \$769 |
| Chris Maybury | Zanesville HS | Junior Class Advisor (½) | 10 | VIII | \$1,077 |
| Evan McCullough | Zanesville HS | Program Designer for Stadium Productions | 0 | VIII | \$1,538 |
| Mike Law | Football / ZHS | Equipment Manager (½) | 0 | VI | \$1,384 |
| Steve Shroyer | Football / ZHS | Equipment Manager (½) | 0 | VI | \$1,384 |
| Heath Merryman | Cross Country | Varsity Coach | 0 | VII | \$2,153 |

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

_____ Hoffer _____ Stewart _____ Swope _____ Bunting _____ Eppley

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

17. Agreement between Zanesville City Schools and Campbell Speech Services

Approval to enter into an agreement with Campbell Speech Services to provide speech therapy for students attending Eagle Wings Academy for the 2013-2014 school year. Rate of services is \$1.26 per minute as defined by the child’s IEP. Cost will be approximately \$1,700.00.

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

_____ Stewart _____ Swope _____ Bunting _____ Eppley _____ Hoffer

18. Agreement between Zanesville City Schools and East Central Ohio Educational Services Center

Approval to enter into an agreement with East Central Ohio Educational Service Center to provide cooperative special education programs for Audiology Services for the 2013-2014 school year. The cost to be a one-time payment of \$6,828.33

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

_____ Swope _____ Bunting _____ Eppley _____ Hoffer _____ Stewart

19. Agreement Between Zanesville City Schools and Paul Construction Co., Inc.

Approve a contract with Paul Construction Co., Inc. for the renovation of the Zanesville Middle School to accommodate the New Tech program in the amount of \$42,700.00.

_____ 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)**

20. Attendance at Meetings/Events

| EmployeeName | Reason | | Date |
|------------------------|--------------------------------|--------|-------------|
| Archer, Charles | Misc. Conference - Special Ed. | 1 day | 6/6/2013 |
| Armstrong, Joan | Misc. Conference - Regular | 1 day | 6/4/2013 |
| Aronhalt, David | Athletics | 1 day | 6/3/2013 |
| Brock, Karen | New Tech Training | 3 days | 6/11/2013 |
| Brock, Karen | New Tech Training | 6 days | 6/23/2013 |
| Brock, Karen | RttT - New Tech | 2 days | 6/18/2013 |
| Buchanan, Kathy | Misc. Conference - Regular | 1 day | 6/4/2013 |
| Carter, Jolene | Misc. Conference - Regular | 1 day | 6/4/2013 |
| Cook, Roger | New Tech Training | 6 days | 6/23/2013 |
| Cosgrave, Jocelyn | New Tech Training | 6 days | 6/23/2013 |
| Deavers, Stacie | New Tech Training | 6 days | 6/23/2013 |
| Denton, Molly | Misc. Conference - Regular | 1 day | 6/3/2013 |
| Denton, Molly | RttT - New Tech | 3 days | 6/11/2013 |
| Denton, Molly | RttT - New Tech | 2 days | 6/18/2013 |
| Derry, Katrina | Misc. Conference - Regular | 1 day | 6/3/2013 |
| Dodge, Stephen | Misc. Conference - Regular | 1 day | 6/3/2013 |
| Duffy, Melissa | Misc. Conference - Regular | 1 day | 6/3/2013 |
| Duffy, Melissa | New Tech Training | 6 days | 6/23/2013 |
| Flick-Grandstaff, Sara | Misc. Conference - Regular | 1 day | 6/24/2013 |
| Green, Don | Power School Training | 1 day | 6/19/2013 |
| Hansgen, Stephanie | New Tech Training | 6 days | 6/23/2013 |
| Hansgen, Stephanie | RttT - New Tech | 2 days | 6/18/2013 |
| Hudson, Lori | New Tech Training | 6 days | 6/23/2013 |
| Karling, Bryan | Misc. Conference - Regular | 1 day | 6/20/2013 |
| Kuchan, Julianne | Misc. Conference - Regular | 5 day | 6/3/2013 |
| Lang, Michael | New Tech Training | 6 days | 6/23/2013 |
| Lee, Margie | Power School Training | 1 day | 6/13/2013 |
| Lee, Margie | Power School Training | 1 day | 6/19/2013 |
| Martin, Terry | New Tech Training | 3 days | 6/26/2013 |
| Mason, Debbie | Misc. Conference - Regular | 1 day | 6/4/2013 |
| McCullough, James | New Tech Training | 3 days | 6/11/2013 |
| McCullough, James | New Tech Training | 6 days | 6/23/2013 |
| McCullough, James | RttT - New Tech | 2 days | 6/18/2013 |
| Morrison, Steven | New Tech Training | 6 days | 6/23/2013 |

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

Attendance at Meetings/Events (continued)

| EmployeeName | Reason | | Date |
|---------------------|--------------------------------|--------|-------------|
| Neal, Michelle | New Tech Training | 6 days | 6/23/2013 |
| Norris, Timothy | Misc. Conference - Regular | 1 day | 6/3/2013 |
| Penrose, Sabrina | Misc. Conference - Regular | 1 day | 6/3/2013 |
| Rollison, Sarah | Misc. Conference - Regular | 1 day | 6/3/2013 |
| Rollison, Sarah | New Tech Training | 6 days | 6/23/2013 |
| Rudloff, Stephanie | RttT - New Tech | 1 day | 6/10/2013 |
| Seekatz, Linda | Misc. Conference - Special Ed. | 1 day | 6/6/2013 |
| Seevers, Patricia | Misc. Conference - Regular | 1 day | 6/24/2013 |
| Seevers, Patricia | Misc. Conference - Regular | 1 day | 6/25/2013 |
| Sites, Katrina | Misc. Conference - Regular | 1 day | 6/24/2013 |
| Smith, Tyler | New Tech Training | 5 days | 6/23/2013 |
| Taylor, Jason | New Tech Training | 6 days | 6/23/2013 |
| Tolley, Judy | Misc. Conference - Regular | 1 day | 6/3/2013 |
| Wahl, Darla | Misc. Conference - Regular | 1 day | 6/3/2013 |
| Wahl, Darla | RttT - New Tech | 1 day | 6/10/2013 |
| Wilson, James | Misc. Conference - Regular | 1 day | 6/17/2013 |
| Wilson, James | Misc. Conference - Regular | 1 day | 6/18/2013 |
| Wilson, James | Misc. Conference - Regular | 1 day | 6/19/2013 |
| Winsley, Becky | Misc. Conference - Regular | 1 day | 6/4/2013 |

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

_____ Bunting _____ Eppley _____ Hoffer _____ Stewart _____ Swope

**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”;

K. EXECUTIVE SESSION (continued)

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.

_____ Eppley _____ Hoffer _____ Stewart _____ Swope _____ Bunting

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.

_____ Hoffer _____ Stewart _____ Swope _____ Bunting _____ Eppley