

Board of Education Special Regular Meeting

July 23, 2024

4:30 P.M.

**Zanesville City Schools
Administration Building
956 Moxahala Ave.
Zanesville, Ohio 43701**

Board of Education Members:

Valencia Clark - President

Lori Lee - Vice President

Lori Buchanan

Janet Long

Mindy Waite



*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.

TABLE OF CONTENTS
July 23, 2024
Special Regular Board Meeting – 4:30 p.m.

A.	CALL TO ORDER – President		
B.	PLEDGE OF ALLEGIANCE		
C.	ROLL CALL – Mike Young	Page	1
D.	INTRODUCTION OF GUEST	Page	1
E.	ZEA PRESENTATIONS/COMMENTS		
F.	STUDENT REPORTS/UPDATES		
G.	ZANESVILLE COMMUNITY HIGH SCHOOL REPORTS/UPDATES		
	1. Enrollment Updates		
	2. Financial Updates		
	3. Recommendations and Feedback - School to Sponsor		
	4. Recommendations and Feedback - Sponsor to School		
H.	REPORT OF BOARD OF EDUCATION		
	1. Approval of Minutes	Page	2
	LEGISLATIVE AND OTHER TOPICS		
	PUBLIC PARTICIPATION		
I.	REPORT OF TREASURER OF THE BOARD OF EDUCATION – Mike Young		
	1. June Financial Reports	Page	3
	2. Reconciliations.....	Page	3
	3. Monthly Financials – Zanesville Community High School	Page	3
	4. Property, Liability & Fleet Insurance	Page	3

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

1.	Resignations - Certificated.....	Page 3
2.	Employment - Certificated.....	Page 3
3.	Employment - Classified.....	Page 4
4.	Employment - Summer Food Service.....	Page 4
5.	Employment - Substitutes	Page 5
6.	FMLA Leave of Absence.....	Page 5
7.	Supplemental Contracts	Page 6
8.	21 st Century Summer Program - Nurse.....	Page 6
9.	Stipend - Certificated	Page 6
10.	Zanesville Community High School Items.....	Page 7
11.	Jumpstart Program - Teacher.....	Page 7
12.	Professional Development - Math/Literacy Coaches	Page 8
13.	Professional Development - PLTW	Page 8
14.	Extended Time - Certificated.....	Page 9
15.	Extended Time - Transportation	Page 9
16.	New Curriculum - SAVVAS History Curriculum 7-12	Page 9

**J. SUPERINTENDENT’S RECOMMENDATION – Doug Baker
BUSINESS RECOMMENDATIONS**

17.	Muskingum County Juvenile Detention Center Agreement.....	Page 10
18.	MCJDC-Transition Program Agreement.....	Page 10
19.	Bus Routes 2024-2025	Page 10
20.	SAVVAS History Curriculum Contract	Page 11
21.	Woodridge of Forrest City Contract	Page 11
22.	Food Service Contract.....	Page 11
23.	Salary Schedule - Administrative	Page 12

**J. SUPERINTENDENT’S RECOMMENDATION – Doug Baker
OTHER RECOMMENDATIONS**

K. REPORT/DISCUSSION ITEMS Page 12

L. BOARD COMMITTEE UPDATES..... Page 12

Legislative Liaison – Lori Lee
Student Achievement Liaison – Lori Lee
Audit Committee – Mike Young, Valencia Clark, Lori Buchanan
Insurance Committee – Valencia Clark
Buildings & Grounds Committee – Valencia Clark, Mindy Waite
Business Advisory Council – Lori Buchanan, Mindy Waite

M.	CLOSING COMMENTS	Page 12
N.	EXECUTIVE SESSION	Page 13
O.	MEETING ADJOURNMENT	Page 13

C. ROLL CALL – Mike Young

_____ Buchanan _____ Clark _____ Lee _____ Long _____ Waite

D. INTRODUCTION OF GUEST

E. ZEA PRESENTATIONS/COMMENTS

F. STUDENT REPORTS/UPDATES

G. ZANESVILLE COMMUNITY HIGH SCHOOL REPORTS/UPDATES

1. Enrollment Updates
2. Financial Updates
3. Recommendations and Feedback - School to Sponsor
4. Recommendations and Feedback - Sponsor to School

H. 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 of the Regular Meeting on June 18, 2024 and Special Meeting on June 27, 2024.

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

_____ Buchanan _____ Clark _____ Lee _____ Long _____ Waite

I. 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

2. Reconciliations

Approve the following reconciliations for June:

General
Payroll

3. Monthly Financials – Zanesville Community High School

Approve the June 2024 minutes, bank reconciliation and financial reports for 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, 2024 through June 30, 2025 at an annual rate of \$292,308.

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

_____ Clark _____ Lee _____ Long _____ Waite _____ Buchanan

**J. SUPERINTENDENT'S RECOMMENDATIONS – Doug Baker
PERSONNEL RECOMMENDATIONS**

BE IT RESOLVED, to approve the following personnel recommendations:

1. Resignations - Certificated

Approve the resignation of Margaret Grabits, Preschool Intervention Specialist at Zane Grey Elementary effective August 15, 2024. Reason for resignation is retirement.

Approve the resignation of Alex Smith, Intervention Specialist at National Road Elementary, effective July 31, 2024. Reason for resignation is personal.

Approve the resignation of Macy Flowers, Guidance Counselor at Zanesville High School, effective August 15, 2024. Reason for resignation is personal.

Approve the resignation of Jenny Coleman, Teacher at Zanesville Middle School, effective July 31, 2024. Reason for resignation is personal.

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

_____ Lee _____ Long _____ Waite _____ Buchanan _____ Clark

2. Employment - Certificated

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

Amy Norman - Part-time Media Specialist at Zanesville High School

Experience: Step 20 College: Muskingum University

Effective Date: August 16, 2024 Amount: MA

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

_____ Long _____ Waite _____ Buchanan _____ Clark _____ Lee

**J. SUPERINTENDENT'S RECOMMENDATIONS – Doug Baker
PERSONNEL RECOMMENDATIONS (con't)**

3. Employment - Classified

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

Tamara Terrill - 3 hour Food Service Building: National Road Elementary
Salary Schedule: Cafeteria II Step: 0 Effective Date: August 19, 2024

Carla Burke - 3 hour Food Service Building: Zanesville Middle School
Salary Schedule: Cafeteria II Step: 0 Effective Date: August 19, 2024

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

_____ Waite _____ Buchanan _____ Clark _____ Lee _____ Long

4. Employment - Summer Food Service

Approve the following Food Service as listed for the Summer of 2024 as and when needed at the rate of \$15.00 per hour: Food Service Funding will be utilized.

Name	
Tisha Couch	

Approve Teresa Lichtner for the Summer of 2024 as and when needed at her head cook per diem rate for the Summer Lunch Program prior to the 2024-2025 school year.

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

_____ Buchanan _____ Clark _____ Lee _____ Long _____ Waite

**J. SUPERINTENDENT'S RECOMMENDATIONS – Doug Baker
PERSONNEL RECOMMENDATIONS (con't)**

5. Employment - Substitutes

Approve the following substitutes as listed, as and when needed, pending appropriate certification and background checks for the 2024-2025 school year:

Transportation	
Teresa Lichtner	Jason Stevens
Thomas Ritchey	

Aides/Bus Aides	
Andrea Brown	Greg Gaumer
Kathy Butcher	Tachele Perdue
Tisha Couch	Tricia Reilly
Paiten Diamond	Jessica Mercer

Maintenance	
Jessica Mercer	

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

_____ Clark _____ Lee _____ Long _____ Waite _____ Buchanan

6. FMLA Leave of Absence

Approve the following employees as listed for FMLA Leave of absence:

Name	Dates
Johanna Riley	6/17/2024 - 9/9/2024
Helen Mercer	7/9/2024 - 10/1/2024

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

_____ Lee _____ Long _____ Waite _____ Buchanan _____ Clark

**J. SUPERINTENDENT'S RECOMMENDATIONS – Doug Baker
PERSONNEL RECOMMENDATIONS (con't)**

7. Supplemental Contracts

Approve the following Supplemental contracts as listed for the 2024-2025 school year pending required certification and background check:

First Name	Last Name	Season	Sport	Position	Exp.	Class
Karen	Hand	Annual	Band	Assistant Director	4	VIII
Ryan	Harris	Fall	Band	August Band Practice	4	IX

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

_____ Long _____ Waite _____ Buchanan _____ Clark _____ Lee

8. 21st Century Summer Program - Nurse

Approve the following personnel as listed for 21st Century programing for the summer of 2024 as and when needed at the rate of \$40 per hour pending certification and background check: 21st Century Federal funding, and or Muskingum Behavioral Health Grant and or Title 1 Funding will be used as and when needed:

Name	
Jacqueline Hoover-Renner	Trisha Wilson

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

_____ Waite _____ Buchanan _____ Clark _____ Lee _____ Long

9. Stipend - Certificated

Approve a stipend in the amount of \$1,800.00 for Maureen Montgomery-Christian to assist with billing and accounts receivable at the Juvenile Detention Center for 2024-2025 school year.

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

_____ Buchanan _____ Clark _____ Lee _____ Long _____ Waite

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

10. Zanesville Community High School Items

Approve the following personnel items as listed:
These items were approved at the ZCHS June 20th Board Meeting.

The following items to be paid with ZCHS funds:

Approve Teresa Curry, Kelly Lawler and Joyce Dodson fiscal associates for ZCHS, \$2,400.00 stipends for the 2024-2025 school year.

Approve Jacob Fisher, ZCHS Technology Coordinator, a \$2,500.00 stipend for the 2024-2025 school year.

Approve Margie Lee, ZCHS EMIS Associate, a \$2,400.00 stipend for the 2024-2025 school year for Power School/EMIS support.

These items to be paid from the ZCHS lunch account:

Approve Jason Stevens, ZCHS Food Service Coordinator, a \$4,800.00 stipend for administrative paperwork and lunch services at ZCHS for the 2024-2025 school year.

Approve Gail Detty and Jennifer Myers ZCHS Food Service Assistants, a \$2,400.00 stipend for lunch services at ZCHS for the 2024-2025 school year.

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

_____ Clark _____ Lee _____ Long _____ Waite _____ Buchanan

11. Jumpstart Program - Teacher

Approve the following Jumpstart teachers as listed as and when needed for the summer 2024 pending certification and background check at the rate of \$40 per hour:
Title I funding will be utilized.

Name	
Wendy Winland	Jill Bresock

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

_____ Lee _____ Long _____ Waite _____ Buchanan _____ Clark

**J. SUPERINTENDENT'S RECOMMENDATIONS – Doug Baker
PERSONNEL RECOMMENDATIONS (con't)**

12. Professional Development - Math/Literacy Coaches

Approve the following educational aides, new teachers and Math and Literacy Coaches as listed to be paid \$120.00 per day for 3 days of Professional Development training during the summer of 2024: Title funds will be utilized.

Name		
McKenzie Harmon	Whitney Newsom	Samantha Balo
Kaneale Cornell	Megan Witucky	Karen Moore
Claudia Erwin	Emily Brady	Adrianna Hambrick
Heather Brand	Tisha McLoughlin	Alyssa Keeley
Melena Moore	Ashley Coward	Jennifer Suver
Mandy Lawler	Annie Robrecht	

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

_____ Long _____ Waite _____ Buchanan _____ Clark _____ Lee

13. Professional Development - Project Lead the Way (PLTW)

Approve Lisa Kester to be paid for PLTW training during the summer of 2024. Rate of pay will \$100.00 per day, up to 6 days in July or August to complete virtual training for the course listed:

Course
Project Lead the Way - Computer Science Essentials

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

_____ Waite _____ Buchanan _____ Clark _____ Lee _____ Long

**J. SUPERINTENDENT'S RECOMMENDATIONS – Doug Baker
PERSONNEL RECOMMENDATIONS (con't)**

14. Extended Time - Certificated

Approve Denise Rowe for up to an additional 25 days per diem for days outside of the school calendar for the 2024-2025 school year. Salary will be prorated from the General Fund, Reading Recovery, Title I and 21st Century where applicable.

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

_____ Buchanan _____ Clark _____ Lee _____ Long _____ Waite

15. Extended Time - Classified

Approve Charles Hodge and Jordan Adams for extended time for the Summer of 2024 prior to the 2024-2025 school year to complete the washing of buses. Rate of pay will be their per diem rate.

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

_____ Clark _____ Lee _____ Long _____ Waite _____ Buchanan

16. New Curriculum - SAVVAS History Curriculum Grades 9-12

Approve to adopt SAVVAS as the History Curriculum for grades 9-12 at Zanesville High School.

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

_____ Lee _____ Long _____ Waite _____ Buchanan _____ Clark

**J. SUPERINTENDENT'S RECOMMENDATIONS – Doug Baker
BUSINESS RECOMMENDATIONS**

17. Muskingum County Juvenile Detention Center Agreement

Approve to enter into agreement with the Muskingum County Juvenile Detention Center for providing Federally-funded educational services to minimize academic loss while students are in detention at the Muskingum Juvenile Detention Facility. Services include tutoring, academic counseling, transition services, parental involvement activities, professional Development, special education services, up to 3 FTE licensed teachers provided through Zanesville City Schools, and equipment/materials. Funding will be with Title I Neglected and Delinquent funds for the FY 25 school year.

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

_____ Long _____ Waite _____ Buchanan _____ Clark _____ Lee

18. MCJDC Transition Program Agreement

Approve to enter into an agreement with Muskingum Behavioral Health, Allwell Behavioral Health Services, and Forever Dads for providing coordination of transitional educational services to minimize academic loss while students are in detention at the Muskingum Juvenile Detention Facility. Funding will be Title I Neglected & Delinquent funds, not to exceed a cap of \$90,000.00 for the 2024-2025 school year.

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

_____ Waite _____ Buchanan _____ Clark _____ Lee _____ Long

19. Bus Routes 2024-2025

Approve the 2024-2025 Bus Routes subject to any changes and/or updates as needed.

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

_____ Buchanan _____ Clark _____ Lee _____ Long _____ Waite

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

20. SAVVAS History Curriculum Contract

Approve to enter into a contract with SAVVAS for the purchase of History Curriculum, 3 year contract totaling \$75,745.90. The contract will be for the 2024-2025, 2025-2026, and 2026-2027 school years.

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

_____ Clark _____ Lee _____ Long _____ Waite _____ Buchanan

21. Woodridge of Forrest City Contract

Approve to enter into contract with Woodridge of Forrest City to provide educational services for a student at the cost of \$129.00 per day. This agreement begins on May 2, 2024 and continues through the student’s discharge date.

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

_____ Lee _____ Long _____ Waite _____ Buchanan _____ Clark

22. Food Service Contract

Approve a food service management contract with Taher, Inc. for a period of one year as approved by the Ohio Department of Education, beginning July 1, 2024 and ending June 30, 2025, with the option of four (4) renewals of one (1) year each with mutual agreement between parties.

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

_____ Long _____ Waite _____ Buchanan _____ Clark _____ Lee

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

23. Salary Schedule - Administrative

Approve the attached Administrative Salary Schedule for the 2024-2025 school year.

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

_____ Waite _____ Buchanan _____ Clark _____ Lee _____ Long

24. Salary Schedule - Secretarial

Approve the attached Secretarial Salary Schedules for the 2024-2025 school year.

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

_____ Buchanan _____ Clark _____ Lee _____ Long _____ Waite

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

K. REPORT/DISCUSSION ITEMS

L. BOARD COMMITTEE UPDATES

Legislative Liaison – Lori Lee
Student Achievement Liaison – Lori Lee
Audit Committee – Mike Young, Valencia Clark, Lori Buchanan
Insurance Committee – Valencia Clark
Buildings & Grounds Committee – Valencia Clark, Mindy Waite
Business Advisory Council – Lori Buchanan, Mindy Waite

M. CLOSING COMMENTS

N. 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 statutes to be confidential
- _____ specialized details of security arrangements

N. EXECUTIVE SESSION (con't)

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.

_____ Clark _____ Lee _____ Long _____ Waite _____ Buchanan

O. 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.

_____ Lee _____ Long _____ Waite _____ Buchanan _____ Clark