

**Board of Education Regular Meeting  
August 16, 2011  
5:30 P.M.  
Zanesville City Schools  
Administrative Center Board Room  
160 N. Fourth Street  
Zanesville, Ohio**

*Board of Education Members:*

*Lee Eppley, President  
Brian Swope, Vice President  
Scott Bunting  
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.

# TABLE OF CONTENTS

August 16, 2011  
Regular Board Meeting – 5:30 p.m.

<b>A.</b>	<b>CALL TO ORDER</b> – President		
<b>B.</b>	<b>PLEDGE OF ALLEGIANCE</b>		
<b>C.</b>	<b>ROLL CALL</b> – Jolene Carter .....	Page	1
<b>D.</b>	<b>INTRODUCTION OF GUEST</b>		
<b>E.</b>	<b>ZEА PRESENTATIONS/COMMENTS</b>		
<b>F.</b>	<b>REPORT OF BOARD OF EDUCATION</b>		
	1. Approval of Minutes .....	Page	1
 <b>LEGISLATIVE AND OTHER TOPICS</b> <b>PUBLIC PARTICIPATION</b>			
<b>G.</b>	<b>REPORT OF TREASURER OF THE BOARD OF EDUCATION</b> – Jolene Carter		
	1. July Financial Reports.....	Page	1
	2. Reconciliations.....	Page	1
	3. Donations .....	Page	2
<b>H.</b>	<b>SUPERINTENDENT’S RECOMMENDATIONS</b> – Terry Martin		
	<b>PERSONNEL RECOMMENDATIONS</b>		
	1. Resignation - Classified .....	Page	2
	2. Salary Adjustment - Classified .....	Page	2
	3. Transfers - Classified .....	Page	3
	4. Recall from Reduction in Force - Classified.....	Page	3
	5. Supplemental Contracts .....	Page	4

# TABLE OF CONTENTS

August 16, 2011  
Regular Board Meeting – 5:30 p.m.

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

6. Agreement with Brenda Wolfe, LPN.....	Page 6
7. Agreement with Bethany Harris, LPN.....	Page 6
8. Service Agreement with Eagles Wings Academy .....	Page 6
9. Resolution Authorizing The Reallocation of a 1.15-Mill Portion Of the School District’s Share of “Inside Millage” To A Permanent Improvement Fund Commencing In Tax Year 2011/Collection Year 2012 ..	Page 7

## H. SUPERINTENDENT’S RECOMMENDATION – Terry Martin OTHER RECOMMENDATIONS

10. Policy Items for Consideration .....	Page 8
11. Policy Revision.....	Page 9

## I. REPORT/DISCUSSION ITEMS .....

- Architects – Building Update

## J. CLOSING COMMENTS .....

## K. EXECUTIVE SESSION.....

## L. MEETING ADJOURNMENT.....

**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 approves the minutes of the Zanesville Board of Education Regular Meeting on June 21, 2011 and the Special Meeting on July 8, 2011.

\_\_\_\_\_ 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. July Financial Reports**

Approve the following financial reports:

- Financial report by fund
- Expenditure report
- Investment report

**2. Reconciliations**

Approve the following reconciliations for July:

- General
- Payroll

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

**3. Donation**

Accept a donation from Alles Foundation, Inc. in the amount of \$3,000 for use by Dr. Bill Stewart.

\_\_\_\_\_ 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**

BE IT RESOLVED, to approve the following personnel recommendations:

**1. Resignation – Classified**

Approve the resignation of Rebecca Teagarden as school bus aide, effective the beginning of the 2011-2012 school year. Reason for resignation is personal

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

\_\_\_\_\_ Hoffer \_\_\_\_\_ Stewart \_\_\_\_\_ Swope \_\_\_\_\_ Bunting \_\_\_\_\_ Eppley

**2. Salary Adjustment - Classified**

Approve the change of salary for David Hamilton to reflect Step 0, instead of the previously approved Step 1.

\_\_\_\_\_ 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. Transfers – Classified**

Approve the transfer of Bonnie Winland, Library Tech at National Road Elementary to Aide at John McIntire Elementary, Salary to be from the appropriate salary schedule, step 19. This transfer will be effective August 25, 2011

Approve the transfer of Sara (Sally) Hecker, Aide at John McIntire Elementary to Library Tech at National Road Elementary, Salary to be from the appropriate salary schedule, step 13. This transfer will be effective August 24, 2011

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

\_\_\_\_\_ Swope \_\_\_\_\_ Bunting \_\_\_\_\_ Eppley \_\_\_\_\_ Hoffer \_\_\_\_\_ Stewart

**4. Recall from Reduction in Force – Classified**

Approve the following personnel for employment for the 2011-2012 school year. These individuals are being recalled from reduction in force. Salary to be taken from the regular aide salary schedule

<b>Name</b>	<b>Position</b>	<b>Building</b>	<b>Effective</b>
Sally Haser	Aide	Center for Children & Family Development	8/25/2011
Ruth Holdcroft	Latchkey Aide	National Road Elementary	8/25/2011
Brenda Knaup	Latchkey Aide	Zane Grey Elementary	8/25/2011
Drema Rhodes	Latchkey Aide	John McIntire Elementary	8/25/2011
Melissa Gearhart	Latchkey Aide	John McIntire Elementary	8/25/2011
Jill Bresock	Latchkey Aide	John McIntire Elementary	8/25/2011

\_\_\_\_\_ 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)**

**5. Supplemental Contracts**

Accept the resignation of Delores McFarland as 8<sup>th</sup> Grade Girls Basketball Coach for the 2011-2012 school year. Reason for resignation is other commitments.

Accept the change of supplemental contract for Jeffrey Wheeler to reflect Varsity Assistant Coach, Class VI, Step 0, (listed below) instead of Freshman Assistant Coach.

Accept the change of supplemental contract for Ryan Bailey to reflect Girls Basketball Junior Varsity Coach, Class VI, Step 1 (listed below), instead of Girls Basketball – Assistant Varsity Coach.

Approve the following supplemental contracts/changes for the 2011-2012 school year.

<b>First Name</b>	<b>Last Name</b>	<b>Sport/Building</b>	<b>Position</b>	<b>Exp</b>	<b>Class</b>	<b>Stipend</b>
David	Balo	Baseball	Varsity Coach	9	IV	\$4,613
Ryan	Bailey	Basketball	Girls Junior Varsity Coach	1	VI	\$2,768
Jeffrey	Wheeler Jr.	Football	Varsity Assistant	0	VI	\$2,768
Tom	Evans	Football	Freshman Head Coach	14	VIII	\$2,153
Tom	Evans	Football	August Practice	12	IX	\$1,538
Clay	Lawyer	Football	Freshman Assistant	0	VIII	\$1,538
Clay	Lawyer	Football	August Practice	0	IX	\$1,076
Kara	Robinson	Volleyball	Reserve Coach	0	IX	\$1,076
Kathy	Clapper	LPDC	LPDC Committee	2	VIII	\$1,845
Jason	Taylor	LPDC	LPDC Committee	1	VIII	\$1,538
Lori	Hudson	LPDC	LPDC Committee	0	VIII	\$1,538
Bev	Guinsler	Nurses	Head Nurse	2	VIII	\$1,845
Dunn	Laura	ZMS	Student Council Advisor	1	X	\$769
Judy	Tolley	ZMS	Yearbook Advisor	1	X	\$769
Mary	Bates	ZMS	Vocal Music Director	7	X	\$1,076
Kelley	Ryan	ZMS	Band Director	36	IX	\$1,538
Bryan	Cramer	ZMS	Band Director	26	IX	\$1,538
Bryan	Cramer	ZHS	Assistant Band Director	26	VIII	\$2,153
Bryan	Cramer	ZHS	August Band Practice	26	IX	\$1,538



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

**Supplemental Contracts**

First Name	Last Name	Sport/Building	Position	Exp	Class	Stipend
Kelley	Ryan	ZHS	August Band Practice	36	IX	\$1,538
Kelley	Ryan	ZHS	Band Director	36	I	\$6,458
LeAnne	Bader-Mock	ZHS	Color Guard Advisor	3	VI	\$3,075
Katrina	Vandegriff	ZHS	Comus Advisor	9	VII	\$2,768
Wayne	Carpenter	ZHS	Devilette Conditioning	40	IX	\$1,538
Wayne	Carpenter	ZHS	Devilette Director	40	II	\$5,843
LeAnn	Bader-Mock	ZHS	Dramatic Advisor	3	VII	\$2,460
Tom	Downard	ZHS	Findlay Univ. Instructor	3	I	\$6,151
Adam	Dollings	ZHS	Findlay Univ. Instructor	0	I	\$5,843
Christopher	Miller	ZHS	Findlay Univ. Instructor	1	I	\$5,843
Loni	Tysinger	ZHS	Ohio Univ. Math Course	1	I	\$5,843
Christopher	Maybury	ZHS	Foreign Language Advisor	4	X	\$1,076
Tom	Downard	ZHS	Honor Society Advisor (1/2)	4	X	\$538
Lori	Lee	ZHS	Honor Society Advisor (1/2)	5	X	\$538
Christopher	Maybury	ZHS	Jr. Class Advisor	7	VIII	\$2,153
Mindy	Waite	ZHS	Key Club Advisor	13	VII	\$2,768
Mark	Haven	ZHS	Orchestra Director	15	IX	\$1,538
Annette	Porter	ZHS	Sr. Class Advisor (1/2)	12	VIII	\$1,077
Tom	Downard	ZHS	Sr. Class Advisor (1/2)	12	VIII	\$1,077
LeAnn	Bader-Mock	ZHS	Stage Design	2	VIII	\$1,845
Sabrina	Penrose	ZHS	Student Council Advisor	13	VII	\$2,768
Judy	Fowls	ZHS	Vocal Music Director	9	VII	\$2,768

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

\_\_\_\_\_ Eppley \_\_\_\_\_ Hoffer \_\_\_\_\_ Stewart \_\_\_\_\_ Swope \_\_\_\_\_ Bunting

**I. SUPERINTENDENT'S RECOMMENDATIONS – Terry Martin  
BUSINESS RECOMMENDATIONS**

BE IT RESOLVED, to approve the following business recommendations:

**6. Agreement with Brenda Wolfe, LPN**

Approval to enter into an agreement for the 2011-2012 school year, with Brenda Wolfe, LPN for the purpose of providing nursing services for a special education student. Approximately 24 hours per week at \$24.50 per hour, effective August 23, 2011.

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

\_\_\_\_\_ Hoffer \_\_\_\_\_ Stewart \_\_\_\_\_ Swope \_\_\_\_\_ Bunting \_\_\_\_\_ Eppley

**7. Agreement with Bethany Harris, LPN**

Approval to enter into an agreement for the 2011-2012 school year, with Bethany Harris LPN for the purpose of providing nursing services for a special education student. Approximately 24 hours per week at \$23.35 per hour, effective August 23, 2011.

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

\_\_\_\_\_ Stewart \_\_\_\_\_ Swope \_\_\_\_\_ Bunting \_\_\_\_\_ Eppley \_\_\_\_\_ Hoffer

**8. Service Agreement with Eagles Wings Academy**

Approve service provider agreement in the amount of \$23,115.75 with Eagles Wings Academy for educational services.

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

\_\_\_\_\_ Swope \_\_\_\_\_ Bunting \_\_\_\_\_ Eppley \_\_\_\_\_ Hoffer \_\_\_\_\_ Stewart

**I. SUPERINTENDENT'S RECOMMENDATIONS – Terry Martin  
BUSINESS RECOMMENDATIONS (continued)**

**9. A Resolution Authorizing The Reallocation Of A 1.15-Mill Portion Of The School District's Share Of "Inside Millage" To A Permanent Improvement Fund Commencing In Tax Year 2011/Collection Year 2012.**

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, 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

WHEREAS, this Board has proposed the reallocation of a 1.15-mill portion of its share of Inside Millage to a permanent improvement fund for necessary permanent improvements commencing in tax year 2011/collection year 2012; and

WHEREAS, because that proposal would result in an increase in the amount of real property taxes levied by this Board in tax year 2011 (which is intended to be offset by the Savings in such tax year), this Board, on August 16, 2011, 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 1.15-mill portion of the School District's share of Inside Millage to a permanent improvement fund for necessary permanent improvements commencing in tax year 2011/collection year 2012; and

WHEREAS, the School District's estimated tax budget for tax year 2011/collection year 2012 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 2011/collection year 2012;

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

**A Resolution Authorizing The Reallocation Of A 1.15-Mill Portion Of The School District’s Share Of “Inside Millage” To A Permanent Improvement Fund Commencing In Tax Year 2011/Collection Year 2012. (continued)**

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 1.15-mill portion of the School District’s share of Inside Millage to a permanent improvement fund for necessary permanent improvements commencing in tax year 2011/collection year 2012.

Section 2. This Board hereby requests the Muskingum County Auditor to reallocate a 1.15-mill portion of the School District’s share of Inside Millage to a permanent improvement fund for necessary permanent improvements commencing in tax year 2011/collection year 2012.

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

**I. SUPERINTENDENT’S REPORT & RECOMMENDATIONS – Mr. Martin  
OTHER RECOMMENDATIONS**

**10. Policy Items for Consideration:**

- 5330 Use of Medications (Revised)
- AG 5330 Use of Medications (Revised)

**I. SUPERINTENDENT’S REPORT & RECOMMENDATIONS – Mr. Martin  
OTHER RECOMMENDATIONS**

**11. Policy Revision**

Approve the following revised policy:

8210 School Calendar (Revised)

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

\_\_\_\_\_ Eppley \_\_\_\_\_ Hoffer \_\_\_\_\_ Stewart \_\_\_\_\_ Swope \_\_\_\_\_ Bunting

**J. REPORT/DISCUSSION ITEMS**

- Architects – Building Update

**K. CLOSING COMMENTS**

**L. 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

**EXECUTIVE SESSION (continued)**

- \_\_\_\_\_ 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.

\_\_\_\_\_ Hoffer    \_\_\_\_\_ Stewart    \_\_\_\_\_ Swope    \_\_\_\_\_ Bunting    \_\_\_\_\_ Eppley

**M. 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.

\_\_\_\_\_ Stewart    \_\_\_\_\_ Swope    \_\_\_\_\_ Bunting    \_\_\_\_\_ Eppley    \_\_\_\_\_ Hoffer