

Board of Education Regular Meeting

August 16, 2016

7:00 p.m.

Administrative Office

956 Moxahala Ave.

Zanesville, Ohio 43701

Board of Education Members:

Vicky French - President

Brian Swope – Vice President

Scott Bunting

Mike Coulson

Fred Curry



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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Student Achievement Liaison – Scott Bunting
Audit Committee – Mike Young, Brian Swope and Fred Curry
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C. ROLL CALL – Mike Young

_____ Bunting _____ Coulson _____ Curry _____ French _____ 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 July 19, 2016 and the special board meeting on July 26, 2016.

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

_____ Bunting _____ Coulson _____ Curry _____ French _____ Swope

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

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

3. Monthly Financials – Zanesville Community High School

Approve the July 2016 bank reconciliation and financial reports for the Zanesville Community High School.

**G. REPORT OF THE TREASURER OF THE BOARD OF EDUCATION – Mike Young
(continued)**

4. Property, Liability & Fleet Insurance

Approve property, liability & fleet insurance with the Ohio Casualty Insurance Company through the Young Insurance Agency effective July 1, 2016 through June 30, 2017 at an annual rate of \$122,825.

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

_____ Bunting _____ Coulson _____ Curry _____ French _____ Swope

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

BE IT RESOLVED, to approve the following personnel recommendations:

1. Resignations – Classified

Accept the resignation of Cheryl L. Martin, Hearing & Vision Technician, effective March 31, 2017. Reason for resignation is retirement.

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

_____ Coulson _____ Curry _____ French _____ Swope _____ Bunting

2. Salary Scale Adjustments

Approve adding a Bachelor’s Degree column to the attached Intervention Room Monitor salary scale.

Approve adding steps 20 and 25 to the attached Fiscal Associate, Executive Secretary and the Director/Volunteer Coordinator Secretary salary scales.

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

_____ Curry _____ French _____ Swope _____ Bunting _____ Coulson

**H. SUPERINTENDENT’S RECOMMENDATIONS – Doug Baker
PERSONNEL RECOMMENDATIONS (continued)**

3. Change of Title - Administrative

Approve a change in title for Mary (Libby) Hitchens from Dean of Students to reflect Assistant Principal (10 month position). This change is due to additional coursework and is effective the 2016-2017 school year. Rate of pay to remain the same.

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

_____ French _____ Swope _____ Bunting _____ Coulson _____ Curry

4. Change in Salary – Administrative

Approve a change for Margret Lee, Assistant Coordinator – EMIS, from NLS, Step 0-4 to reflect NLS Step 5-9, effective August 1, 2016.

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

_____ Swope _____ Bunting _____ Coulson _____ Curry _____ French

5. One Year Employment – Certificated

Approve the following certificated personnel for the 2016-2017 school year only, due to a medical leave of absence. This is pending appropriate certification requirements and background checks.

Morrison, Branden – Art Teacher

Experience: 4 **College:** Muskingum University (BA+150)
Effective Date: August 19, 2016 **Amount:** \$39,488.00

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

_____ Bunting _____ Coulson _____ Curry _____ French _____ Swope

**H. SUPERINTENDENT’S RECOMMENDATIONS – Doug Baker
PERSONNEL RECOMMENDATIONS (continued)**

6. Employment – Classified

Approve Trent A. McGlade as Maintenance I Custodian at Zanesville High School, effective July 27, 2016. Rate of pay to be step 0 from the appropriate salary schedule, pending appropriate certification and background check.

Approve Dave Everson as Intervention Room Monitor at Zanesville High School, effective August 23, 2016. Rate of pay will be step 16 from the appropriate salary schedule, pending appropriate certification and background check.

Approve Shane Hollins as a Special Education Aide at Zanesville High School, effective August 23, 2016. Rate of pay will be step 0 from the appropriate salary schedule, pending appropriate certification and background check.

Approve James A. Spraggins as American Sign Language Monitor / Library Monitor at Zanesville High School, effective August 23, 2016. Rate of pay will be step 5 from the appropriate salary schedule, pending appropriate certification and background check.

Approve Angela Grandstaff as food service personnel (3 hours) at John McIntire Elementary, effective August 23, 2016. Rate of pay will be step 0 from the appropriate salary schedule, pending appropriate certification and background check.

Approve Wonda Tabler as secretary at Zanesville Middle School (class III, 10 month position, effective August 17, 2016. Rate of pay will be step 5 from the appropriate salary schedule, pending appropriate certification and background check.

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

_____ Coulson _____ Curry _____ French _____ Swope _____ Bunting

7. Salary & Hourly Adjustments – Classified

Approve a change in pay for Brian Palmer, head custodian at ZCHS/Admin Building, to reflect Step 23 + 4% with an additional custodian. Change is effective June 20, 2016.

Approve a change in hours for Beverly Jones, bus aide (3 hours), to reflect 5 hours per day. Rate of pay to remain the same.

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

_____ Curry _____ French _____ Swope _____ Bunting _____ Coulson

**H. SUPERINTENDENT’S RECOMMENDATIONS – Doug Baker
PERSONNEL RECOMMENDATIONS (continued)**

8. Transfers – Classified

Approve the transfer of Becky Forsythe, food services, to reflect head cook (7 hours/day) at John McIntire Elementary. Rate of pay will be Cafeteria II, step 6 from the appropriate salary schedule, effective August 23, 2016.

Approve the transfer of Jodi Head, food services from 3 hours to 6 hours at John McIntire Elementary effective August 23, 2016. Rate of pay to remain the same.

Approve the transfer of Shawn Jordan from Intervention Room Monitor to reflect food service personnel (3 hours/day) at National Road Elementary, effective August 23, 2016. Rate of pay will be step 0 from the appropriate salary schedule

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

_____ French _____ Swope _____ Bunting _____ Coulson _____ Curry

9. Extended Time – Classified Support Staff

Approve an additional 40 hours for Aaron Henthorne, computer technician, August 1, 2016 through August 5, 2016.

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

_____ Swope _____ Bunting _____ Coulson _____ Curry _____ French

10. Tech Interns

Accept the resignation of Kathryn Snider, tech intern, effective August 1, 2016. Reason for resignation is other employment.

Approve the employment of Marvin Phillips, tech intern, effective August 11, 2016. Rate of pay will be \$8.10 per hour.

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

_____ Bunting _____ Coulson _____ Curry _____ French _____ Swope

**H. SUPERINTENDENT’S RECOMMENDATIONS – Doug Baker
PERSONNEL RECOMMENDATIONS (continued)**

11. Math Literacy Coaches for 2016-2017

Resolution to approve the following teachers as Math Literacy Coaches for the 2016-17 academic year. They will be responsible for providing professional development to teachers in their schools. Additionally, they will revise the math pacing guides and common assessments based on feedback from teachers. Their supplemental pay is \$2000 for the academic year.

Dawna Young	JME	Lynn McNutt	ZGE
Lisa Norris	JME	Jodi Bainter	ZGE
Kathy Clapper	NRE	Molly Denton	ZMS
Karen Moore	NRE	Sabrina Penrose	ZHS

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

_____ Coulson _____ Curry _____ French _____ Swope _____ Bunting

12. Curriculum and Instruction Building Leaders for 2016-2017

Resolution to approve the following teachers as Curriculum and Instruction Building Leaders for the 2016-17 academic year. They will revise the science and social studies pacing guides and common assessments based on feedback from teachers. Their supplemental pay is \$500 for the academic year.

Terri Lightle	JME	Kathy Clapper	NRE
Tisha McLoughlin	JME	Lynn McNutt	ZGE
Caitlynn Boothe	JME	Kelly Morrison	ZGE
Edie Steil	JME	Heather Ward	ZGE
Stacey Mohler	JME	Emily Brady	ZGI
Wendy Lowe	JME	Clay Lawyer	ZGI
Trisha Bell	NRE	Diana Donahue	ZGI

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

_____ Curry _____ French _____ Swope _____ Bunting _____ Coulson

**H. SUPERINTENDENT’S RECOMMENDATIONS – Doug Baker
PERSONNEL RECOMMENDATIONS (continued)**

13. Permanent Substitute Teachers

Approve the following individuals as permanent substitute teachers effective the 2016-2017 school year, pending appropriate certification and background checks. Rate of pay to be \$80.00 per day.

Brian Gadd	Kimberly Merino	Matthew Micheli	Brandon Mills
Douglas Miller	Rebecca Norris	Timothy Remster	Codi Worden

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

_____ French _____ Swope _____ Bunting _____ Coulson _____ Curry

14. Home Instructors

Approve the following home instructors, as and when needed, pending appropriate certification and background checks for the 2016-2017 school year.

Home Instructors			
Ambrose, Sharon	Duhamell, Danielle	Theodosopoulos, Alexandra	Winland, Cathy
Baker, James	Bates, Lucy	Bednarczuk, Robert	Bunting, Carrie
Burkhart, Ann	Clark, Lisa	Dunn, Karen	Emmert, Michael
Farmer, Kimberly	Felver, Curtis	Ferguson, Lorna	Fike, Tami
Frame, Lois	Gaumer, Greg	Gingerich, Debbie	Granstaff, Chad
Halderman, Sharon	Harple, Doyle	Hartman, Sheryl	Hayes, Wilma Jean
Jackson, Chad	Jones, Kayla	Kessing, Rose	Kinsey, Albert
Lawn, Wilma	Lawson, Pat	McGee, Hillary	Meaige, Tami
Mitchell, Martha	Palmer, Brady	Rock, Todd	Rush, Mindy
Sites, Katie	Snyder, Sarah	Stilwell, Kathleen	Swank, Ginger
Tompkins, Laura	Vandegriff, Katrina	Vaughn, Linda	Weaver, Cindy
Williams, Jenny	Winland, Matt	Young, Garrett	Zakany, Dan

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

_____ Swope _____ Bunting _____ Coulson _____ Curry _____ French

**H. SUPERINTENDENT’S RECOMMENDATIONS – Doug Baker
PERSONNEL RECOMMENDATIONS (continued)**

15. Employment – Substitutes

Approve the following substitutes, as and when needed, pending appropriate background checks for the 2016-2017 school year.

Substitute Teachers			
Cassandra Allen	Sharon L. Ambrose	Erin E. Baker	Robert S. Bednarczuk
Dave Bell	Charles D. Berga	Wesley P. Bowers	Lori P. Buchanan
Crissy J. Carnes	Shane Centers	Linda S. Coury	Tricia L. Dickson
Dorothy Durant	Olivia Earich	Lindsey Gee	M. Cecilia R. Guss
George A. Haines	Sharon Haldeman	Linda M. Hamilton	Sheryle Hardcastle
Kathy L. Hollins	Heather Huhn-Garber	Albert A. Kinsey	Mary Klemens
Herman A. Lacy	Cynthia Lawyer	Sue Loader	Cynthia K. Martin
Christian Z. Mason	David McDonald	Brandon Mills	Andrea Minnich
Don R. Shroyer	Diana L. Singleton	Doug E. Smith	Ginger Smith
Megan N. Tucker	Gayla D. Ware	Steve T. Warner	Barbara Warren
Danny L. Wilson			

Substitute Secretaries			
Michelle Carr	Linda Coury	Kimberly Goldman	Tana Hall
Jill Smith	Sherril Smith	Cathy Spear	

Substitute Aides			
Kathryn Browning	Michelle Carr	Kimberly Goldman	Tana Hall
Brenda Knaup	Mary Kohler	Carol Pennington	Julie Schumacher
Jill Smith	Mary Beth Tippie	Amanda Wells	

Substitute Food Services			
Casey Head			

Approve the following substitute bus drivers, as and when needed, pending appropriate background checks for the 2016-2017 school year.

Substitute Bus Driver			
Steve Shackelford			

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

_____ Bunting _____ Coulson _____ Curry _____ French _____ Swope

**H. SUPERINTENDENT’S RECOMMENDATIONS – Doug Baker
PERSONNEL RECOMMENDATIONS (continued)**

16. Supplemental Volunteers

Approve the following supplemental volunteers for the 2016-2017 school year.

Matt Baldwin	Golf
Madison Bunting	Volleyball
Michael Legats	Football

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

_____ Coulson _____ Curry _____ French _____ Swope _____ Bunting

17. Supplemental Contracts

Accept the following supplemental resignations:

Name	Sport	Reason
Kelsey Buckley	Track – Middle School	Personal
Clay Lawyer	Track – Middle School	Personal
Chris Miller	Wrestling – Reserve Head	Personal
Brady Palmer	Track – Middle School	Personal

Approve the following supplemental contracts for the 2016-2017 school year.

First Name	Last Name	Sport	Position	Exp.	Class	Stipend 2016-2017
Kim	Baldwin	LPDC	LPDC Committee Member	1	VIII	\$1,616.00
Judy	Tolley	LPDC	LPDC Committee Member	4	VIII	\$2,262.00
Sue	Graham	LPDC	LPDC Committee Member	0	VIII	\$1,616.00
Matthew	Smart	Wrestling	JV Coach	0	VII	\$2,262.00

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

_____ Curry _____ French _____ Swope _____ Bunting _____ Coulson

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

18. Three Year Strategic Plan

Be it resolved that Zanesville City Schools approves the three year Strategic Plan, effective August 2016 through June 2019.

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

_____ French _____ Swope _____ Bunting _____ Coulson _____ Curry

19. Agreement Between Zanesville City Schools and META Solutions

Approve to enter into a service agreement with META Solutions for the 2016-2017 school - year, to provide Tech Services for the district. Cost of the agreement is \$68,000.00.

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

_____ Swope _____ Bunting _____ Coulson _____ Curry _____ French

20. Agreement Between Zanesville City Schools and Muskingum Valley Educational Service Center

Approve to enter an agreement with the Muskingum Valley Educational Service Center to provide special education services and other various educational services for the 2016-2017 school -year. Estimated cost is \$1,367,853.00.

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

_____ Bunting _____ Coulson _____ Curry _____ French _____ Swope

21. School Physician

Approve Matthew Schmieder as the school physician for the 2016-2017 school year. Rate of pay will be \$500. 00 for the 2016-2017 school year.

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

_____ Coulson _____ Curry _____ French _____ Swope _____ Bunting

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

22. Agreement between Zanesville City Schools and Renaissance Learning Inc.

BE IT RESOLVED, to enter into an agreement with Zanesville City Schools and Renaissance Learning Inc. for the purpose of providing Accelerated Reader, STAR Early Literacy, STAR Math, and STAR Reading to all schools. Components include:

- AR Enterprise Real Time Subscription Renewal
- STAR Early Literacy Enterprise Real Time Subscription Renewal
- STAR Reading Enterprise Real Time Subscription Renewal
- STAR Math Enterprise Real Time Subscription Renewal
- Annual All Product RP Hosting Fee Renewal

Term of license will be August 2016 through June 2017. Total cost of project \$42,537.43 and will be paid through federal funding.

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

_____ Curry _____ French _____ Swope _____ Bunting _____ Coulson

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

23. Policy Item for Adoption:

3223 Standard Based School Counselor Evaluation

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

_____ French _____ Swope _____ Bunting _____ Coulson _____ Curry

I. REPORT/DISCUSSION ITEMS

J. BOARD COMMITTEE UPDATES

Legislative Liaison – Vicky French
Student Achievement Liaison – Scott Bunting
Audit Committee – Mike Young, Brian Swope and Fred Curry
Insurance Committee – Mike Coulson

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
- _____ 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

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.

_____ Swope _____ Bunting _____ Coulson _____ Curry _____ French

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.

_____ Bunting _____ Coulson _____ Curry _____ French _____ Swope