

**ZANESVILLE BOARD OF EDUCATION
REGULAR MEETING**

August 20, 2020

Mrs. French called the meeting to order @ 6:00 p.m. Those answering roll call: Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope. Also present were Mr. Baker, Superintendent and Mr. Young, Treasurer

#20-209 APPROVAL OF BOARD MINUTES

Mr. Swope moved and Mr. Bunting seconded that the Board of Education approves the minutes of the Zanesville Board of Education Regular meeting on July 23, 2020 and the Special Meeting on July 8, 2020.

Those voting aye: Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope. President declared motion carried.

#20-210 REPORT OF THE TREASURER

Mr. Bunting moved and Mr. Swope seconded to approve the following recommendations:

July Financial Reports

Approve the following financial reports:

- Financial report by fund
- Expenditure report
- Investment report

Reconciliations

Approve the following reconciliation for July:

- General and Payroll

Monthly Financials – Zanesville Community High School

Approve the July 2020 minutes, bank reconciliation and financial reports for the Zanesville Community High School.

Property, Liability & Fleet Insurance

Approve property, liability & fleet insurance with Ohio Casualty Insurance Company through the Young Insurance Agency effective July 1, 2020 through June 30, 2021 at an annual rate of \$148,484.00.

Donations

Accept the following donations:

\$5,000.00 donation from Precision Pizza, LLC. (Dominos) to be used for the 21st Century Program. Funds to be used \$1,000 each of the next five school years.

Those voting aye: Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope, Mr. Baldwin. President declared motion carried.

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#20-211 RESIGNATION – CERTIFICATED

Mr. Swope moved and Mrs. French seconded to approve the resignation of Courtney Fluharty, Intervention Specialist at National Road Elementary, effective August 7, 2020. Reason for resignation is personal.

Those voting aye: Mrs. French, Mr. Hickman, Mr. Swope, Mr. Baldwin, Mr. Bunting. President declared motion carried.

#20-212 RESIGNATION – CLASSIFIED

Mr. Bunting moved and Mr. Hickman seconded to approve the resignation of Teanna Hrinko, Educational Aide at Zanesville High School, effective August 24, 2020. Reason for resignation is personal.

Approve the resignation of Kelly Kapust, Food Service at Zanesville High School, effective August 24, 2020. Reason for resignation is retirement.

Those voting aye: Mr. Hickman, Mr. Swope, Mr. Baldwin, Mr. Bunting, Mrs. French. President declared motion carried.

#20-213 EMPLOYMENT – CERTIFICATED

Mr. Swope moved and Mr. Bunting seconded to approve the following certificated personnel for the 2020-2021 school year, pending appropriate certification requirements and background checks:

Vanessa Wooten – Teacher at John McIntire Elementary

Experience:	Step 1	College:	Ohio University
Effective Date:	August 21, 2020	Amount:	BA+150

Tiana Young – Teacher at John McIntire Elementary

Experience:	Step 0	College:	Heidelberg University
Effective Date:	August 21, 2020	Amount:	BA

Hailee Blaney – Intervention Specialist at Zanesville High School

Experience:	Step 0	College:	Muskingum University
Effective Date:	August 21, 2020	Amount:	MA

Debbra Whitten – Intervention Specialist at National Road Elementary

Experience:	Step 4	College:	West Virginia University
Effective Date:	August 21, 2020	Amount:	MA

Those voting aye: Mr. Swope, Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman. President declared motion carried.

#20-214 TRANSFER - CERTIFICATED

Mr. Swope moved and Mrs. French seconded to approved the transfer of Dawna Young, 2nd Grade Teacher at John McIntire Elementary to reflect Title I Teacher at John McIntire Elementary effective August 24, 2020 pending proper certification and background check. Rate of pay to remain the same.

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Approve the transfer of Tina Denny, Pre-School Itinerant at Zane Grey Elementary to reflect Intervention Specialist at Zane Grey Elementary effective August 24, 2020 pending proper certification and background check. Rate of pay to remain the same.

Approve the transfer of Amanda Hitchcock, Intervention Specialist at Zane Grey Elementary to reflect 1st Grade Teacher at Zane Grey Elementary effective August 24, 2020 pending proper certification and background check. Rate of pay to remain the same.

Approve the transfer of Ashley Ross, Intervention Specialist at National Road Elementary to reflect 5th Grade Teacher at National Road Elementary effective August 24, 2020 pending proper certification and background check. Rate of pay to remain the same.

Approve the transfer of Sarah Gantzer, 5th Grade Teacher at National Road Elementary to reflect 3rd Grade Teacher at National Road Elementary effective August 24, 2020 pending proper certification and background check. Rate of pay to remain the same.

Those voting aye: Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope. President declared motion carried.

#20-215 EMPLOYEE TRANSFER

Mr. Bunting moved and Mr. Swope seconded to approve the transfer of Eric Clark, Special Educational Aide at Zanesville Middle School to reflect Intervention Specialist at Zanesville High School effective August 21, 2020 pending appropriate certification and background check. Rate of pay will MA, Step 0 from appropriate salary schedule.

Those voting aye: Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope, Mr. Baldwin. President declared motion carried.

#20-216 SALARY CORRECTION - CERTIFICATED

Mr. Swope moved and Mr. Hickman seconded to approve a correction in contract for Kandee Dille, Teacher at Zanesville Middle School to reflect MA, Step 0 from the teacher's salary schedule, due to verification of additional coursework. This change is effective August 21, 2020.

Those voting aye: Mr. Hickman, Mr. Swope, Mr. Baldwin, Mr. Bunting, Mrs. French. President declared motion carried.

#20-217 RESIGNATION CORRECTION

Mr. Bunting moved and Mr. Swope seconded to approve the correction of resignation date of Colby Schmitt, Guidance Supervisor at Zanesville High School, from July 31, 2020 to reflect August 5, 2020.

Those voting aye: Mr. Swope, Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman. President declared motion carried.

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#20-218 STIPEND - LITERACY COLLABORATIVE TRAINING

Mr. Bunting moved and Mr. Swope seconded to approve the following teacher stipends for Intermediate Literacy Collaborative Training August 5–7, 2020, \$100 per full day, \$50 per half day, paid out of Title I funds.

Kerstyn Hummel	Tiana Young	Stephanie Hilliard	Amanda Farish	Dawn Daily
Emily Brady	Lisa Melsheimer	Jodi Lucas	Lindsay Lupher	Sarah Gantzer

Approve the following teacher stipends for Primary Literacy Collaborative Training August 5-6, 2020, \$100 per full day, \$50 per half day, paid out of Title I funds.

Tara Neptune	Alexandra Andrews	Melissa Nelson	Jessica Roe
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Those voting aye: Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope. President declared motion carried.

#20-219 STIPEND - RESA MENTOR TRAINING

Mr. Swope moved and Mrs. French seconded to approve the following teacher stipends for Resident Educator Mentor Training, half days August 10-13, 2020, \$50 per half day, paid out of the General Fund.

Caitlynn Boothe	Jill Bresock	Holli Gattshall
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Those voting aye: Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope, Mr. Baldwin. President declared motion carried.

#20-220 STIPEND - CLASSIFIED

Mr. Swope moved and Mr. Bunting seconded to approve a stipend in the amount of \$7,000.00 to Lisa Cronin for the purpose of compensation for duties related to school partnership for FY20 school year through July 31, 2021.

Those voting aye: Mrs. French Mr. Hickman, Mr. Swope, Mr. Baldwin, Mr. Bunting. President declared motion carried.

#20-221 EXTENDED TIME - CERTIFICATED

Mr. Swope moved and Mr. Hickman seconded to approve the following individual for extended time, not to exceed 3 days, due to additional work needed to adjust building and student schedules to be completed prior to the 2020-2021 school year, rate of pay will be per diem, as and when needed:

Betty Caw	ZHS Guidance Counselor
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Those voting aye: Mr. Hickman, Mr. Swope, Mr. Baldwin, Mr. Bunting, Mrs. French. President declared motion.

#20-222 EMPLOYMENT – SUBSTITUTES

Mr. Bunting moved Mrs. French seconded to approve the following substitutes, as and when needed, pending appropriate background checks for the 2020-2021 school year:

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Substitute Teachers			
Dave Bell	Lori Buchanan	Randy Guthrie	Matthew Micheli
Herman Lacy	Sharon Ambrose	Ryley McGee	Doug Miller
Wyatt Nelson	Jeff Moody	Michael McHenry	Germany Lee
Gayla Ware	Douglas Miller	Brianna Fox	Mary Klemens
Beverly Dunworth	Kimberly Merino		

Substitute Aides			
Mary Kay Kohler	Kelly Stewart	Pam Detty	

Those voting aye: Mr. Swope, Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman. President declared motion carried.

#20-223 VOLUNTEERS

Mr. Bunting moved and Mr. Swope seconded to approve the following list of volunteers for the Zanesville City Schools for the 2020-2021 school year pending appropriate backgrounds checks:

Name	Building	Type
Gene Smith	ZHS/Band	Community
Beverly Bunker	ZHS/Band	Community
Romney Bunker	ZHS/Band	Community
Steven Kish	ZHS/Band	Parent
Staci Allen	ZHS/Band	Parent
Kasey Cananaugh	ZHS/Band	Parent
Paula Coulson	ZHS/Band	Parent
Kathy Lemmon	ZHS/Band	Parent
Kimberly Miller	ZHS/Band	Parent
Dawn Tumblin	ZHS/Band	Parent
Leah Stephenson	ZHS/Band	Parent
Crystal Engle	ZHS/Band	Community
Heidi Smith	ZHS/Band	Parent
Teanna Hrinko	ZGE/ZHS	Community

Those voting aye: Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope. President declared motion carried.

#20-224 MEMORANDUM OF UNDERSTANDING - ZCS AND MUSKINGUM COUNTY LIBRARY

Mr. Swope moved and Mr. Bunting seconded to approve the attached agreement between Zanesville City Schools and the Muskingum County Library for the 2020-2021 school year.

Those voting aye: Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope, Mr. Baldwin. President declared motion carried.

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#20-225 CAMPBELL SPEECH SERVICES AGREEMENT

Mr. Swope moved and Mrs. French seconded the approval to enter into agreement with Campbell Speech Services to provide services for our students attending Eagle Wing Academy and also one home bound student for the 2020-2021 school year. Cost will be \$1.28 per minute.

Those voting aye: Mrs. French, Mr. Hickman, Mr. Swope, Mr. Baldwin, Mr. Bunting. President declared motion carried.

#20-226 CHARITABLE COVID-19 SCREENING SERVICES AGREEMENT

Mr. Swope moved and Mr. Hickman seconded to approved the attached agreement between Zanesville City Schools and Genesis HealthCare System to provide COVID-19 screening and tracking services.

Those voting aye: Mr. Hickman, Mr. Swope, Mr. Baldwin, Mr. Bunting, Mrs. French. President declared motion carried.

#20-227 POLICY FOR REVIEW

Mr. Bunting moved and Mr. Swope seconded to approve the following policy for adoption

Policy 2266 - NEW - Non-Discrimination on the Basis of Sex in District Programs or Activities

Those voting aye: Mr. Swope, Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman. President declared motion carried.

#20-228 RESIGNATION - CLASSIFIED

Mr. Swope moved and Mr. Bunting seconded to approve the resignation of Tina McDonald, Special Education Aide at Zane Grey Elementary effective August 21, 2020. The reason for resignation is personal.

Approve the resignation of Deborah Grubb, Latchkey Director, effective August 31, 2020. The reason for resignation is retirement.

Those voting aye: Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope. President declared motion carried.

#20-229 CORRECTION - CLASSIFIED

Mr. Swope moved and Mrs. French seconded to approve the salary scale correction of Andy Bennett as Regular Aide to reflect Regular Aide w/AA at John McIntire Elementary effective August 9, 2020 pending proper certification and background check.

Those voting aye: Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope, Mr. Baldwin. President declared motion carried.

#20-230 EMPLOYMENT - CERTIFICATED

Mr. Swope moved and Mr. Bunting seconded to approve the following certificated personnel for the 2020-2021 school year, pending appropriate certification requirements and background checks:

Bridgette Hunt – Intervention Specialist at National Road Elementary

Experience:	Step 4	College:	Muskingum College
Effective Date:	August 21, 2020	Amount:	MA+30

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Hollie Eltringham – Preschool Itinerant at Zane Grey Elementary

Experience: Step 5 College: Ohio University

Effective Date: August 21, 2020 Amount: BA+150

Those voting aye: Mrs. French, Mr. Hickman, Mr. Swope, Mr. Baldwin, Mr. Bunting. President declared motion carried.

#20-231 EXTENDED TIME - CLASSIFIED

Mr. Bunting moved and Mr. Swope seconded to approve extended time for Amy Pieper, Transportation, not to exceed 40 hours a week, up to three weeks prior to the 2020-2021 school year as and when needed. Rate of pay will be her per diem rate.

Those voting aye: Mr. Hickman, Mr. Swope, Mr. Baldwin, Mr. Bunting, Mrs. French. President declared motion carried.

#20-232 EXTENDED TIME – CERTIFICATED

Mr. Bunting moved and Mr. Swope seconded to approve extended time for the individuals listed prior to the 2020-2021 school year. Rate of pay will be per diem rate, as and when needed:

Name	Position	Not to Exceed
Beverly Guinsler	Nurse	10 Days
Trisha Wilson	Nurse	3 Days
Alison Todd	Nurse	3 Days

Those voting aye: Mr. Swope, Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman. President declared motion carried.

#20-233 TRANSFER – CLASSIFIED

Mr. Swope moved and Mrs. French seconded to approve the salary scale transfer of Rebecca Roberts, Regular Aide w/AA at Zane Grey Elementary to reflect MD Aide w/AA, Step 9, at Zane Grey Elementary effective August 24, 2020 pending proper certification and background check.

Those voting aye: Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope. President declared motion carried.

#20-234 JUVENILE DETENTION CENTER STIPEND

Mr. Bunting moved and Mr. Swope seconded to 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 the 2020-2021 school year.

Those voting aye: Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope, Mr. Baldwin. President declared motion carried.

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#20-235 EAST CENTRAL OHIO EDUCATION SERVICE CENTER

Mr. Hickman moved and Mr. Swope seconded to approve to enter an agreement with East Central Ohio Educational Service Center to participate in cooperative programs for audiology services for the 2020-2021 school year. A one-time payment is estimated to be \$7,553.08.

Those voting aye: Mrs. French, Mr. Hickman, Mr. Swope, Mr. Baldwin, Mr. Bunting. President declared motion carried.

#20-236 SUMMER 2020 DUAL CREDIT PROFESSIONAL DEVELOPMENT

Mr. Bunting moved and Mr. Swope seconded to approve the following personnel for participation in required Dual Credit Professional Development at Zane State College during the summer of 2020. Participants receive a \$100 stipend.

Holli Gattshall

Those voting aye: Mr. Hickman, Mr. Swope, Mr. Baldwin, Mr. Bunting, Mrs. French. President declared motion carried.

#20-237 MUSKINGUM UNIVERSITY FIELD EXPERIENCE & STUDENT TEACHING/INTERNSHIP AGREEMENT

Mr. Swope moved and Mr. Bunting seconded to approve the attached agreement between Zanesville City Schools and Muskingum University for Field Experience & Student Teaching/Internship effective September 1, 2020 through August 21, 2021.

Those voting aye: Mr. Swope, Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman. President declared motion carried.

#20-238 SEASONAL WORKERS

Mr. Swope moved and Mr. Bunting seconded to approve the following maintenance personnel, as and when needed pending background check for the 2020-2021 school year:

Parker Mason	Matt Sturgill
Tavian Butts	Edwin Hampton

Those voting aye: Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope. President declared motion carried

#20-239 EMPLOYMENT - CLASSIFIED

Mr. Swope moved and Mrs. French seconded to approve the employment of Misty Eveland as an MD Educational Aide at Zanesville Grey Intermediate School. Effective date of employment is August 24, 2020. Salary will be MD Aide w/AA, step 5 from the appropriate salary schedule pending certification and background check.

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Approve the employment of Emily Morris, Educational Aide at Zane Grey Intermediate School. Effective date of employment is August 24, 2020. Salary will be Regular Aide w/AA, step 0 from the appropriate salary schedule pending certification and background check.

Approve the employment of Germany Lee, Educational Aide at Zane Grey Intermediate School. Effective date of employment is August 24, 2020. Salary will be Regular Aide, step 0 from the appropriate salary schedule pending certification and background check.

Approve the employment of Stephanie Rinehart, Preschool Integrated Classroom Aide at Zane Grey Elementary. Effective date of employment is August 24, 2020. Salary will be MD Aide w/AA, step 5 from the appropriate salary schedule pending certification and background check.

Approve the employment of Denise Labaki, Preschool Integrated Classroom Aide at Zane Grey Elementary. Effective date of employment is August 24, 2020. Salary will be MD Aide, step 5 from the appropriate salary schedule pending certification and background check.

Approve the employment of Stephanie Ralph, MD Educational Aide at Zane Grey Intermediate School. Effective date of employment is August 24, 2020. Salary will be MD Aide w/AA, step 5 from the appropriate salary schedule pending certification and background check.

Those voting aye: Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope, Mr. Baldwin. President declared motion carried.

#20-240 EXECUTIVE SESSION

Mr. Swope moved and Mr. Bunting seconded to go into 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:

 X Personnel matters

 X to consider the promotion or compensation of public employee(s) or officials

Time entered executive session: 7:04 p.m.

Time returned to public session: 8:19 p.m.

Those voting aye: Mr. Baldwin, Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope. President declared motion carried.

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#20-241 EMPLOYEE TRANSFER

Mr. Bunting moved and Mr. Swope seconded to approve the transfer of Adrian Williams, Intervention Specialist at Zanesville High School to reflect Assistant Principal at Zanesville High School pending appropriate certification and background check. Rate of pay will be AP11(0-4), Step 0 from the appropriate salary schedule effective August 3, 2020.

Those voting aye: Mrs. French, Mr. Hickman, Mr. Swope, Mr. Bunting. Mr. Baldwin voted No. President declared motion carried.

#20-242 MEETING ADJOURNMENT

Mr. Swope moved and Mr. Bunting seconded that the Zanesville City Schools Board of Education meeting is adjourned @ 8:19 p.m.

Those voting aye: Mr. Bunting, Mrs. French, Mr. Hickman, Mr. Swope, Mr. Baldwin. President declared motion carried.



President



Treasurer

Zanesville City Schools and Muskingum County Library System Memorandum of Understanding

This Memorandum of Understanding (MOU) sets forth the terms and understanding between the Muskingum County Library System and Zanesville City Schools for the 2020-2021 school year.

Purpose

The purpose of this agreement is to establish the relationship between MCLS and ZCS for the 2020-2021 school year. The school year will be effective from August 24, 2020 to May 27, 2021. Both parties will connect in January 2021 as a mid-point to evaluate the agreement.

Muskingum County Library System will:

- Offer free library cards for any ZCS student, educator, or staff member.
- Offer age-appropriate library programs and resources virtually or on-site for students.
- Provide \$35,000 for one year for school library/project staffing.
- Offer as-needed delivery service of MCLS materials to ZCS.
- Partner on grant opportunities and data sharing in support of the partnership.

Zanesville City Schools will:

- Market appropriate library programs and resources to ZCS students regularly, including the ability for staff and students to have library materials delivered to their school.
- Maintain the High School Library Media Specialist position for at least one year.
- Partner on grant opportunities and data sharing in support of the partnership.
- Provide space and time virtually or physically for students to join library programs.

Duration

This MOU shall become effective upon signature by the authorized officials and will remain in effect for not longer than 2 years. This MOU is at-will and may be modified by mutual consent of authorized officials from partner organizations.

Contact information:

Zanesville City Schools
Steve Foreman
Assistant Superintendent
956 Moxahala Avenue
Zanesville, Ohio 43701
740-454-9751

Muskingum County Library System
Stacey Russell
Fiscal Officer/ Interim Executive Director
220 North Fifth Street
Zanesville, Ohio 43701
740-453-0391

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CHARITABLE COVID-19 SCREENING SERVICES AGREEMENT

This Charitable COVID-19 Screening Services Agreement ("Agreement") is made and entered into as of _____, 20__ ("Effective Date") by and between **Genesis HealthCare System and all affiliates** ("Company") and _____ ("Employer") and sets forth the terms and conditions under which Company will provide COVID-19 screening and tracking services ("Services") as a result of the COVID-19 pandemic.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing premises and the mutual covenants and agreements set forth below, the parties hereto agree as follows:

- I. **COMPANY'S DUTIES AND RESPONSIBILITIES.** Company shall render to Employer's employees and students the Services as set forth herein unless otherwise mutually agreed to by the parties in writing. Company shall provide the Services at the location and the scheduled dates and times mutually agreed to by the parties in writing.
- II. **COMPENSATION.** Company shall provide the Services for free.
- III. **TERM.** This Agreement shall begin on the Effective Date and end one (1) year thereafter unless extended upon mutual written agreement by the parties. ("Term").
- IV. **TERMINATION.** Either party may terminate the Agreement without cause upon twenty (20) days prior written notice to the other party.
- V. **MEDICAL RECORDS.** All records prepared by Company regarding the Services rendered pursuant to this Agreement are the property of Company.
- VI. **PROTECTED HEALTH INFORMATION**
 - A. Disclosure to Employer. Company shall materially comply with the Health Insurance Portability and Accountability Act of 1996, subtitle D of the Health Information Technology for Economic and Clinical Health Act and any applicable regulations thereunder ("HIPAA"). During the Term of this Agreement or at any time thereafter, Employer shall not request the disclosure of, and Company shall not disclose, any such protected health information to Employer without the prior written authorization of the employee, which authorization shall be in full compliance with all applicable federal and state laws and regulations.
 - B. Release of Liability. Employer hereby releases Company and all affiliates from any and all responsibility or liability arising from or in any way connected with the Services or from the data derived therefrom. The Employer agrees and acknowledges that the responsibility for initiating any follow-up care after the screening and obtain other professional medical assistance is the employee's alone, and not that of Company or its affiliates.
- VII. **MISCELLANEOUS**
 - A. Independent Contractors. The parties expressly acknowledge that in rendering Services under this Agreement, Company is acting as an independent contractor with respect to Employer. Nothing in this Agreement is intended nor shall be construed to create between Employer and Company an employer-employee relationship, or to allow Employer to exercise control or direction over the manner or method by which Company provides services pursuant to this Agreement.
 - B. Assignment. Neither party may assign any of its rights or delegate any of its duties under this Agreement without the prior written consent of the other party. Any attempted assignment or delegation in violation of the foregoing shall be void and of no effect.

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- C. Notice. Any notice required or permitted hereunder shall be sent by certified or registered mail, return receipt requested, and shall be deemed given upon deposit thereof in the United States mail, postage prepaid, bearing the following addresses:

To Company:

Genesis Medical Group, LLC
2951 Maple Avenue
Zanesville, Ohio 43701
Attn: Legal Service Department

To Employer:

Attn: _____

- D. Severability. If any provision of the Agreement is found to be void or illegal for any reason the remaining provisions of this Agreement shall continue in full force and effect for the full term of this Agreement.
- E. Waiver. The waiver by either party of any breach of any term, covenant or condition contained herein shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant or condition contained herein.
- G. Headings. The headings used in this Agreement are inserted for convenience of reference only and in no way limit or define the terms hereof.
- H. Governing Law. This Agreement shall be enforced and interpreted in accordance with the laws of the State of Ohio.
- I. Entire Agreement; Amendment. This Agreement constitutes the entire agreement of the parties with respect to the subject matter hereof and may not be amended or modified nor any provisions waived except in a writing signed by the parties hereto.

SIGNATURES

The parties have executed this Agreement as of the dates identified below, but to be effective as of the Effective Date.

COMPANY:

**Genesis HealthCare System and
All Affiliates**

By: _____

Print Name: _____

Title: _____

Date: _____

EMPLOYER:

By: _____

Print Name: _____

Title: _____

Date: _____

MUSKINGUM UNIVERSITY
FIELD EXPERIENCE & STUDENT TEACHING/INTERNSHIP AGREEMENT

This is an agreement between the Zanesville City Schools, herein referred to as School District, and **Muskingum University**, herein referred to as the University, to provide field and student teaching/internship experiences in the schools of the above-named school district.

The purpose of the Muskingum University Educator Preparation Programs is to:

nurture candidates into becoming educators who in turn nurture their students to their fullest potential by (1) encouraging their efforts, increasing motivation, and creating opportunities for developing self-motivation; (2) equipping them with the knowledge and skills they need in order to be successful, professionally and personally; and (3) empowering them to become active participants in their own professions, families, and communities.

Conceptual Framework 2011

The University shall be represented by Dr. Traci Tuttle, Chair, or her designee. The representative of the School District shall be the superintendent or his/her designee.

This agreement is valid from September 1, 2020 through August 31, 2021

The School District Agrees:

The school system shall provide **early field-based experiences** for students taking initial coursework in education, **field-based experiences for education candidates**, and **student teaching/internships** for education candidates from the University. Specific assignment sheets, developed for each course, will be provided to the Cooperating Teachers/Mentors by the University education candidates at the beginning of the experience to guide the Cooperating Teachers/Mentors. This will clarify the activities that the education candidates are expected to complete. The roles and responsibilities of the Student Teacher/Intern, the University Supervisor, and the Cooperating Teacher/Mentor are presented in detail in the Muskingum University Student Teaching Handbook and the Graduate Clinical Practice Handbook, copies of which are available upon request.

Much responsibility for guiding the University students through field and student teaching/internship experiences rests with the Cooperating Teacher/Mentor. Accordingly, the work of the Cooperating Teachers/Mentors is critical to the success of these experiences. Cooperating Teachers/Mentors should be chosen with care and be given all possible support and assistance in their work with University students by both the School District and University.

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Cooperating Teachers/Mentors shall be selected and designated after a collaborative process is concluded between the School District official and the University designated official. All Teachers nominated as Cooperating Teachers/Mentors shall have given their consent for nomination.

If *graduate* students have prior contacts with potential host schools, they may arrange for their own field-based experience placements through the building principal. This applies *only* for field-based experiences; not student teaching. Graduate Student Teacher placements will be arranged by the Field Experience and Clinical Practice Coordinator for Graduate and Continuing Studies. Graduate students are eligible for payment as long as they are still able to complete their student teaching requirements.

To qualify as a Cooperating Teacher, s/he must:

- hold an appropriate bachelor's degree;
- hold a professional teaching license, or permanent teaching certificate in the content area of instruction;
- have a minimum of three years' teaching experience;
- be recommended by his/her building principal as being a Teacher who has command of the subject and is likely to communicate well and properly mentor a University student; and
- have taught for at least one year in his/her current building.

To qualify as a Mentor, s/he must:

- hold an appropriate master's degree;
- hold a professional administrator license, or permanent administrator certificate;
- have a minimum of three years' administrative experience;
- be recommended by district leadership and be willing to support prospective administrators and/or teacher-leaders.

Cooperating Teachers/Mentors will be expected to evaluate the University students, University Supervisor (for student Teachers only), and the overall experience with the University in writing based on the guidelines supplied by the University.

Muskingum University Agrees:

Specific assignment sheets, developed for each course, will be provided to the Cooperating Teachers/Mentors by the University students/educator candidates at the beginning of the experience. This will clarify the activities that the students/educator candidates are expected to complete.

In addition to the specific course assignments, students participating in **early field-based experiences** will be available to assist Cooperating Teachers/Mentors in routine duties. For classroom placements these could include limited supervised teaching, helping grade papers, taking attendance, keeping records, assisting in duties, and giving instructional help to students. These University students shall not serve as substitute Teachers when the regular Teachers are absent. For Teacher-leader and administration candidates these could include experiences related to the Ohio Standards for Principals such as continuous improvement planning, supporting standard-based instruction and assessment, learning about school operations, resources and building a safe, productive learning environment, collaborating to promote shared leadership, and engaging parents and the broader community.

Passing a BCI and FBI background check is one of the University requirements of students in order to become a Teacher/Educator candidate.

As students continue in the educator preparation program with method courses, **field-based experiences** will be connected to specific course assignments. Teacher candidates will be available to assist Cooperating Teachers in routine duties related to teaching. These could include limited supervised teaching, collaborating in lesson development, helping grade papers, taking attendance, keeping records, assisting in duties, and giving instructional help to students. These Teacher candidates shall not serve as substitute Teachers when the regular Teachers are absent.

Student Teachers will be available to assist Cooperating Teachers in routine duties related to instruction. These duties are to include teaching under the supervision of the Cooperating Teacher, developing lesson plans, selecting instructional materials, creating assessments, monitoring student progress, and providing tutorial instruction for students who need special assistance. Additionally, the Student Teachers are to have the opportunity to participate in school-related meetings, and other typical responsibilities of Teachers.

Teacher-leader and administrator candidates will be available to assist Mentors in routine duties related to leadership and job responsibilities. These duties are to align with the Standards for Ohio Educators, specifically those for Principals and Professional Development which are relevant to the educator preparation program at Muskingum University. Teacher-leader and administrator candidates and individuals in the Masters programs are assigned to the Clinical Practices Coordinator for Graduate

and Continuing Studies who shall carefully assist and advise on matters related to graduate level experiences.

Early field-based students and field-based teacher candidates are assigned to the Field Experience and Clinical Practice Coordinator at the University, who shall carefully assist and advise on matters related to the field-based experiences at the undergraduate level.

The Field Experience and Clinical Practice Coordinator at the University shall provide an orientation for the Cooperating Teachers of **Student Teachers**. The Cooperating Teachers will be provided with written guidelines concerning the duties of each student Teacher placed in his/her classroom. The University Supervisor shall be responsible for submitting the grades to the Field Experience and Clinical Practice Coordinator.

Should a problem arise, the Cooperating Teacher/Mentor should contact the Student Teacher's University Supervisor to resolve the problem. If no solution can be reached by these individuals, the Cooperating Teacher/Mentor, or the University Supervisor should contact Mrs. Linda Huston, Field Experience and Clinical Practice Coordinator at lhuston@muskingum.edu or 740-826-8037 or Dr. Traci Tuttle, Chair, Department of Education, Head of Educator Preparation Unit, ttuttle@muskingum.edu or 740-826-8031. After a careful review of available options, a decision will be made by all parties regarding withdrawal or continuation of a particular student teacher/candidate in the placement.

The Parties Mutually Agree:

This agreement represents a unified School District position regarding arrangements to provide field-based and student teaching/internship experiences for University students/educators (i.e., unified implies positions on which teachers and administrators are in agreement).

Funds will be sent to the School District fiscal office once the student teaching experience has been concluded and reports received according to the following: MAT/MAP/Post Baccalaureate 12 weeks \$145; MAE 5 weeks \$75; undergraduate Student Teacher 6 weeks \$87.50, or 12 weeks \$175; and one-year Principal Internship \$500.00.

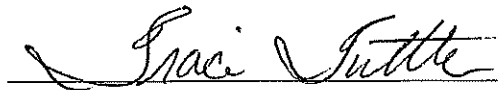
In the event of a strike or other related job action in the Cooperating School District, University Teacher candidates shall not report to school, nor be in or near the building(s) of assignment.

We accept the conditions of this agreement and authorize the placement of Muskingum University educator preparation candidates for field-based and student teaching/internship placements in our school system.

Effective date of this agreement: Entered into this 19th day of August, 2020.

Superintendent (or Designee)

School District Name



Chair, Department of Education, Muskingum University