

**Board of Education Regular Meeting  
August 21, 2012  
5:30 P.M.  
Zanesville City Schools  
Administrative Center Board Room  
160 N. Fourth Street  
Zanesville, Ohio**

*Board of Education Members:*

*Brian Swope, President  
Scott Bunting, Vice President  
Lee Eppley  
Anne Hoffer  
Janet Stewart*



*Terry Martin, Superintendent  
Jolene Carter, Treasurer*

# ZANESVILLE CITY SCHOOLS

## VISION STATEMENT

Zanesville City Schools is the premier district in southeastern Ohio providing innovative and progressive educational experiences, where culturally diverse students are engaged in learning and supported by our caring staff in safe and state-of-the-art facilities.

*Zanesville City Schools, the district you will never outgrow!*

## MISSION STATEMENT

Zanesville City Schools provides all students the opportunity to reach their full potential and ultimately become responsible, productive, life-long learners, and contributing citizens of the United States of America in a global society.

## BELIEF STATEMENTS

**WE BELIEVE** the cultural diversity of our community brings strength and unity to the learning environment and that respect for individual differences is critical to the educational process.

**WE BELIEVE** our students can learn at high levels, in different ways and at different times when provided equal opportunities.

**WE BELIEVE** we must provide relevant, meaningful learning experiences so that our students are active, literate and self-directed learners.

**WE BELIEVE** our schools must be safe, child-centered environments with equal access for all to the educational process.

**WE BELIEVE** our staff and community must promote and model lifelong learning for students throughout our school district.

**WE BELIEVE** our students must be prepared to function in and adapt to a changing and diverse society.

**WE BELIEVE** that a superior and well-funded school district is the foundation for student learning and a prosperous community

**WE BELIEVE** strong interaction among the family, school, and community, based on mutual trust, honesty and open communication supports student learning.

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**C. ROLL CALL – Jolene Carter**

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

**D. INTRODUCTION OF GUEST –**

**E. ZEA PRESENTATIONS/COMMENTS**

**F. REPORT OF THE BOARD OF EDUCATION**

**1. Approval of Board Minutes**

BE IT RESOLVED that the Board of Education approve the minutes of the Zanesville Board of Education Regular Meeting on July 17, 2012

\_\_\_\_\_ 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

**3. Donation**

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

**REPORT OF THE TREASURER OF THE BOARD OF EDUCATION – Jolene Carter  
(Continued)**

**4. Health Insurance Renewal**

Approve a 5% increase in our health insurance rates effective September 1, 2012.

**5. Dental Insurance Renewal**

Approve no change in our dental insurance rates effective September 1, 2012.

\_\_\_\_\_ 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 – Certificated**

Accept the resignation of Courtney Kerns, Guidance Counselor at Zanesville High School, effective August 17, 2012. Reason for resignation is personal.

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

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

**2. Employee Buy-Out – Certificated**

Accept the buy-out of 1.74 years of STRS service credit on behalf of Darla Axline, Study Hall Monitor at Zanesville High School, at a cost of \$14,846.40. This buy-out is effective August 17, 2012.

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

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

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

**3. Employment - Certificated**

Approve the following certificated personnel for the 2012-2013 school year pending appropriate certification requirements and background checks.

**Colby A. Childs – Guidance Counselor at Zanesville High School**

Experience: 0 College: Regent University (MA)  
Effective Date: August 20, 2012 Amount: \$33,799.00

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

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

**4. Employment – Assistant Technology Coordinator**

Approve the employment of Jacob Fisher, Assistant Technology Coordinator (12 months, 8 hours per day), pending appropriate certification requirements and background checks, effective August 1, 2012. Rate of pay will be \$40,200.

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

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

**5. Employment – Zanesville Community High School**

Approval to enter into an agreement for the 2012-2013 school year with Kathy Dannemann, Guidance Counselor, for the purpose of providing guidance support for the Zanesville Community High School. This position is a part time position, 3 ½ hours per day for 182 days, effective August 20, 2012. Rate of pay will be \$29,135.87.

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

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

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

**6. Extended Time - Certificated**

Approve Bryan Cramer, music teacher, for an extra period per day for 120 days of the 2012-2013 school year only, at a cost of \$1,200.00.

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

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

**7. CORE Teacher Leader**

Approve Mark Stallard, Assistant Principal at Zane Grey Elementary, as CORE Teacher Leader for the 2012-2013 school year for grades K & 1 at Zane Grey Elementary. This CORE Teacher Leader Position will be funded through the General Fund, at the rate of \$4,000 plus fringes.

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

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

**8. Employment – Permanent Substitute Teachers**

Approve the following certificated personnel as permanent substitute teachers, pending appropriate certification and background checks for the 2012-2013 school year. Rate of pay will be \$80.00 per day.

<b>Name</b>	<b>Effective Date</b>
Sharon Ambrose	8/22/12
Sarah Gantzer	8/22/12
Aaron Hall	8/22/12
Vince McCallister	8/22/12
Estelle Slater	8/22/12

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

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



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

**9. Local Professional Development Committee Plan of Operation**

Approve the August 2012 revision of the Local Professional Development Committee Plan of Operation.

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

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

**10. Supplemental Contracts**

Approve the removal of Jason Taylor from the LPDC Committee, effective August 1, 2012, due to change in employment position.

Approve the following supplemental contracts for the 2012-2013 school year.

First	Last	Sport/Building	Position	Exp.	Class	Stipend
Judy	Tolley	LPDC	Committee Member	0	VIII	\$1,538
Debbie	Kuntz	ZHS	Varsity Swimming Coach	0	VI	\$2,768
Steve	Shroyer	ZHS	Assistant Athletic Trainer	0	III	\$4,613

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

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

**11. Unpaid Leaves of Absence**

Approve the following personnel for unpaid leaves of absence:

Name	Date of Unpaid Leaves	Total Days
Hall, Jeff	7/18 – 7/31	10 days

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

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

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

**12. Employment – Substitutes**

Approve the following substitute teachers, as and when needed, pending appropriate certification and background checks for the 2012-2013 school year.

<b>Substitute Teachers</b>			
Cassandra Allen	Sharon Ambrose	Greg Bailey	Lori Bailey
Doug Baker	Christopher Balsley	Robert Bednarczuk	Charles Berga
Wesley Bowers	Megan Bowman	Jill Bresock	Amanda Brown
Carolyn Brown	Robert Buchanan	Jane Burns	Amy Byrne
Wayne Caudill	Pamela Detty	Hope Douglas	Beverley Dunworth
Dorothy Durant	Selina Emerson	David Emmons	Ivy Evans
Maria Fink	Becky Flower	Samantha Fowler	Sarah Gantzer
Belinda Green	Cecilia Guss	George Haines	Sharon Haleman
Lydia Hale	Aaron Hall	Mary Hambel	Kylee Hamilton
Linda Hamilton	Sheryle Hardcastle	Morgan Holsky	Ashley Johnson
Kayla Kidwell	Shiloh King	Albert Kinsey	Mary Klemens
Michael Lafferty	Mike Lawson	Laramie Mallory	Jackie Maziar
Vince McCallister	Carol McCann	Staci McKee	Tina McDonald
Tricia Mell	Kimberly Merino	Kaley Mitchell	Sara Neal
John Peters	Rebecca Priest	Cecilia Pritchard	Jane Quinn
Pamela Raines	Timothy Remster	Jolene Roush	James Ruege
Charmaine Ryan	Jennifer Sands	Julie Sands	Maren Schlarb
Stacy Sims	Susan Skinner	Esthela Slater	Candace Smith
Paul Swan	Ginger Swank	Linda Taylor	Theresa Teter
Lloyd Thompson	Megan Tucker	Eric Turner	Frederick Wagner
Gayla Ware	Audrey Watson	Matthew Watson	Jennifer Wilkes
Amanda Wilson	Danny Wilson	Tammy Wilson	Candace Winegar
Neala Young	Adrienne Yow		

Approve the following substitute aides/secretaries/library technician, as and when needed, pending appropriate certification and background checks for the 2012-2013 school year.

<b>Substitute Aides/Secretaries/Library Tech</b>			
Jamie Block	Amanda Brown	Jane Burns	Robin Crawford
Andrea Cunningham	Shaun Jordan	Barbara Kennedy	Brenda Knaup
Mary Kohler	Remington Kyes	Heather Lee	Katie McCuen
Mary Ann Menhorn	Edward Norris	Stephanie Paul	Caroline Pennington
Jolene Roush	Ashley Sallee	Mary Beth Tippie	Amy Walters

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

**Employment – Substitutes (continued)**

Approve the following substitute driver, as and when needed, pending appropriate certification and background checks for the 2012-2013 school year.

Substitute Bus Driver			
William Adair			

Approve the following technology intern, as and when needed, pending appropriate certification and background checks for the 2012-2013 school year.

Technology Intern			
Colin Wilson			

Approve the following home instructors, as and when needed, pending appropriate certification and background checks for the 2012-2013 school year.

Home Instructors			
Susan Abele	Nancy Adams	James Baker	Lucy Bates
Robert Bednarczuk	Paul Bowers	Tom Brown	Ann Burkhart
Karen Dunn	Michael Emmert	Kimberly Farmer	Lorna Ferguson
Tami Fike	Elaine Fonseca	Kelly Foster	Lois Frame
Greg Gaumer	Chad Grandstaff	Sharon Halderman	Ben Harlan
Doyle Harple	Sheryl Hartman	Wilma Jean Hayes	Susan Hershberger
Michelle Huston	Chad Jackson	Albert Kinsey	Wilma Lawn
Pat Lawson	Martha Mitchell	Herb Perry	Joe Robinson
Todd Rock	Mindy Rush	Jennifer Salsbury	Katie Sites
Chris Sobolewski	Mark Stallard	Kathleen Stilwell	Ginger Swank
Jason Taylor	Lloyd Thompson	Laura Tompkins	Katrina Vandegriff
Linda Vaughn	Heather Ward	Cindy Weaver	Jennifer Wilkes
Matt Winland	Dan Zakany		

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

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

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

**13. Extended Time - Administrative**

Approve Don Green to be paid for 60 extra days worked (31 for ZCS, 29 for ZCHS) for the 2011-2012 school year at his daily per diem rate. The extra time was needed due to ongoing EMIS software problems at ODE.

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

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

**14. OSBA Annual Business Meeting**

Appoint \_\_\_\_\_ as delegate to the 2012 OSBA Annual Business Meeting on Monday, November 12, 2012. In the event the appointed delegate cannot serve, \_\_\_\_\_ will serve as the alternate.

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

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

**15. Agreement between Zanesville City Schools and Sharon Graves, Ph. D., Educational Consultant – Strategic Reading Trainings**

BE IT RESOLVED, to enter into an agreement with Sharon Graves, Ph. D., Educational Consultant, to provide the following during the 2012-2013 school year:

Component #1 – *Content Literacy Training*  
Middle and High School

Component #2 – *Coaching and Follow-Up Sessions*  
Middle and High School

Total training and consultation cost \$7,000. Meeting to be scheduled during CORE PLC and Waiver times. Federal School Improvement funds will be used.

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

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

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

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

Approval to enter into an agreement with Brenda Wolfe, LPN, to provide nursing service for a student at Muskingum County DD (Starlight). Rate of pay to be \$24.75 per hour for six hours per day, five days a week for the 2012-2013 school year.

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

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

**17. Jobs for Ohio’s Graduates Program (JOG)**

Approve an agreement with Jobs for Ohio’s Graduates Program (JOG) for the 2012-2013 school year. This new agreement reflects an increase in cost from \$7,500 to \$10,000.

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

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

**18. Attendance at Meetings/Events**

Approval be granted for the following individuals to attend professional meetings:

Employee Name	School Name	Absence Reason		Date
Green, Don	Administrative Center	Power School Training	1 day	7/11/12
Hittle, Matt	Administrative Center	Miscellaneous Conference	2 days	7/19/12
Humphrey, Shelly	Zanesville Community HS	Miscellaneous Conference	1 day	7/16/12
Lee, Margie	Administrative Center	Power School Training	5 days	7/23/12
McCullough, James	Zanesville Middle School	Miscellaneous Conference	2 days	7/16/12

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

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

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

**I. REPORT/DISCUSSION ITEMS**

**J. CLOSING COMMENTS**

**K. EXECUTIVE SESSION**

WHEREAS board of education and other governmental bodies are required by statute “to take official action and to conduct all deliberations upon official business only in open meetings, unless the subject matter is specifically exempted by law”;

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.

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

**L. MEETING ADJOURNMENT**

BE IT RESOLVED, that the Zanesville City Schools Board of Education meeting is adjourned.

Time: \_\_\_\_\_ a.m./p.m.

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

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