

**Board of Education Regular Meeting
September 20, 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.

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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 August 16, 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. August Financial Reports

Approve the following financial reports:

- Financial report by fund
- Expenditure report
- Investment report

2. Reconciliations

Approve the following reconciliations for August:

- General
- Payroll

3. Donation

Accept a donation from John Straker, Jr. in the amount of \$4,000 for use by Dr. Bill Stewart and the ZHS science department.

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

4. Health Insurance Renewal

Approve a 0% increase in our health insurance rates effective September 1, 2011.

5. Dental Insurance Renewal

Approve a 0% increase in our dental insurance rates effective September 1, 2011.

6. Permanent Appropriations

BE IT RESOLVED by the Board of Education of the Zanesville City School District School District, Muskingum County, Ohio, that to provide for the current expenses and other expenditures of said Board of Education during the fiscal year ending June 30th, 2012, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made and during said fiscal year, as follows:

Fund Class/Name	Fund	Appropriations
<i>GENERAL</i>	001	\$32,250,000.00
 <i>Special Revenue</i>		
FOOD SERVICE	006	1,750,000.00
SPECIAL TRUST	007	9,600.00
PUBLIC SCHOOL SUPPORT	018	17,100.00
OTHER GRANT	019	141,100.00
CLASSROOM FACILITIES MAINT.	034	150,000.00
DISTRICT MANAGED ACTIVITY	300	293,400.00
AUXILIARY FUNDS	401	304,822.68
PUBLIC PRESCHOOL GRANT	439	147,089.10
MISC GRANTS	499	62,374.38
EDUCATION JOBS	504	951,846.45
RACE TO THE TOP	506	498,711.00
TITLE VI-B	516	1,237,754.27
TITLE II-D	533	1,844.98
TITLE I SCHOOL IMP A	536	216,851.57
TITLE I	572	2,892,658.80
TITLE IV-A	584	10,000.00
EARLY CHILDHOOD ED-IDEA	587	44,527.45
TITLE II-A	590	692,971.40
21ST CENTURY	599	432,055.35
<i>Total Special Revenue</i>		\$9,854,707.43
 <i>Debt Service</i>		
BOND RETIREMENT	002	\$762,000.00

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

Permanent Appropriations (continued)

<i>Capital Projects</i>		
PERMANENT IMPROVEMENT	003	61,500.00
BUILDING	004	300,000.00
CLASSROOM FACILITIES	010	500,000.00
<i>Total Capital Projects</i>		\$861,500.00
 <i>Enterprise</i>		
UNIFORM SCHOOL SUPPLIES	009	400.00
RECREATION	013	147,646.00
<i>Total Enterprise</i>		\$148,046.00
 <i>Internal Service</i>		
ROTARY-INTERNAL SERVICES	014	897,400.00
EMPLOYEE BENEFITS SELF INS.	024	6,592,850.00
<i>Total Internal Service</i>		\$7,490,250.00
 <i>Agency Fund</i>		
DISTRICT AGENCY	022	1,973.00
STUDENT MANAGED ACTIVITY	200	38,764.00
<i>Total Agency Fund</i>		\$40,737.00
 <i>Total Appropriations - All Fund Types</i>		 \$51,407,240.43

_____ 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. Reduction in Force

Approve Jodi Cooper, MH Aide with LPN at National Road Elementary for reduction in force for the 2011-2012 school year due to non certification:

_____ 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**

2. Employment – Classified

Approve the employment of Jerry Allen as a van driver. Effective date of employment is August 30, 2011. Salary to be Step 0 from the appropriate salary schedule, pending background check.

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

_____ Stewart _____ Swope _____ Bunting _____ Eppley _____ Hoffer

3. Employment – Permanent Substitute Teacher

Approve Douglas F. Baker as a permanent substitute teacher, pending appropriate certification and background checks, for the 2011-2012 school year. Rate of pay will be \$80.00 per day.

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

_____ Swope _____ Bunting _____ Eppley _____ Hoffer _____ Stewart

4. Family Medical Leave of Absence – Certificated

Approve a two week family medical leave of absence, with pay, for Michael Emmert, Intervention Specialist at Zane Grey Elementary, effective date will be the birth of the child.

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

_____ Bunting _____ Eppley _____ Hoffer _____ Stewart _____ Swope

5. Employment – Classified

Approve Tammy Harris, Intervention Room Monitor at Zanesville High School, effective August 24, 2011. Salary to be step 10 from the appropriate salary schedule.

Approve Drema Rhodes as Preschool Bus Aide (2 hours per day) for the Zanesville Preschool, effective August 29, 2011. Salary to be step 6, from the appropriate salary schedule. .

Approve Billie Bird as Special Education Bus Aide (3 hours per day), effective August 29, 2011. Salary to be step 0, from the appropriate salary schedule.

_____ 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**

6. Salary Adjustments – Certificated

Approve the following personnel to be granted salary adjustments effective with the 2011-2012 school year. Reason for the adjustment is due to having completed requirements for a new classification on the salary schedule by virtue of additional study.

Eric Baldwin	Masters+ 45
Kimberly Baldwin	Masters+ 30
Kathy Clapper	Masters+ 45
Molly Denton	Masters+ 15
Laura Dunn	Masters+ 45
Michael Emmert	Masters
Mark Haven	Masters+ 15
Diane Higgins	Masters+ 30
Lori Lee	Masters+ 45

Tara Neptune	Masters+ 30
Holly Norris	Masters+ 15
Deanna Peyton	Masters+ 15
Stephanie Rudloff	Masters+ 30
Jennifer Stewart	Masters+ 15
Kathy Stilwell	Masters
Ashley Wilson	Masters
Marcia Thompson	Masters
Jennifer Wahl	Masters+ 30

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

_____ Hoffer _____ Stewart _____ Swope _____ Bunting _____ Eppley

7. Master Teacher Committee

Approve the following teachers to serve on the Master Teacher Committee for the 2011-2012 school year. Requirements for members will be to attend at least four (4) meetings during the school year. Members will receive a stipend of \$80.00 per meeting. Following the required start-up meeting, required meetings will be called to review and take action on master teacher applications. Funding source will be Federal Fund II-A.

Diana Donahue
Kendra Sampsel

Tom Downard
Heather Taylor

Rosemary McGinnis
Jason Taylor

_____ 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)**

8. Extended Time – Certificated

Approve Rhonda Pennington for extended time, no more than seven (7) days prior to the 2011-2012 school year, to assist Zanesville Middle School.

Approve Carlotta Workman and Elizabeth Kleinknecht for extended time, no more than five (5) days prior to and five (5) days following the 2011-2012 school year.

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

_____ Swope _____ Bunting _____ Eppley _____ Hoffer _____ Stewart

9. Agreement with Bethany Harris, LPN - Correction

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 35 hours per week at \$23.55 per hour, effective August 23, 2011. This agreement was originally approved at approximately 24 hours at \$23.35 per hour.

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

_____ Bunting _____ Eppley _____ Hoffer _____ Stewart _____ Swope

10. Recall from Reduction in Force – Certificated/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 appropriate salary schedule

Name	Position	Building	Effective
Krista Decker	Teacher/Aide	Zanesville Preschool	8/24/2011
Janice Moore	Teacher/Aide	Zanesville Preschool	8/24/2011

_____ 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)**

11. Home Instructors

Approve the following home instructors, as and when needed, pending appropriate certification and background checks for the 2011-12 school year.

Home Instructors			
Susan Abele	Nancy Adams	James Baker	Robert Bednarczuk
Paul Bowers	Tom Brown	Ann Burkhart	Karen Dunn
Kimberly Farmer	Lorna Ferguson	Tami Fike	Elaine Fonseca
Kelly Foster	Lois Frame	Greg Gaumer	Chad Grandstaff
Sharon Halderman	Ben Harlan	Doyle Harple	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
Christ Sobolewski	Mark Stallard	Kathleen Stilwell	Ginger Swank
Jason Taylor	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.

_____ Hoffer _____ Stewart _____ Swope _____ Bunting _____ Eppley

12. Supplemental Contracts

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

First Name	Last Name	Sport/Building	Position	Exp	Class	Stipend
Shane	Hollins	Football –ZMS	Coach – 8 th Grade	0	VIII	1,538
Eric	Baldwin	Basketball-ZMS	Coach – 8 th Grade	0	VIII	1,538
Marc	Blatt	Basketball- ZMS	Coach – 7 th Grade	0	VIII	1,538

_____ 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)**

13. Employment – Substitutes

Approve the following substitute teachers, as and when needed, pending appropriate certification and background checks for the 2011-2012 school year.

Substitute Teachers			
Charles Berga	Carolyn Brown	Robert Buchanan	Pam Detty
Becky Flower	Aaron Hall	Doyle Harple	Courtney Kerns
Jennifer Luallen	Paul Swan	Ginger Swank	

Approve the following substitute driver, as and when needed, pending appropriate certification and background checks for the 2011-2012 school year.

Substitute Bus Driver			
Jerry Allen	Marjorie Hayes		

_____ 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**

BE IT RESOLVED, to approve the following business recommendations:

14. Employment – School Dentist

Approve Dr. Robert L. Curry, DDS, to work eighteen (18) days from the period of September 1, 2011, through May 30, 2012, as school dentist at the rate of \$200 for each day of dental service (total cost of \$3,600). Dental services to be provided to include fillings, sealants, extractions, dental examinations, anesthetic, x-ray, crowns review of records, and monitoring of Dental Hygienist cleanings, fluoride treatment, and sealants. Work to be conducted in the Zanesville City Schools Mobile Dental Unit. Days of work will be cooperatively scheduled in cooperation with the Dental Hygienist.

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

_____ Bunting _____ Eppley _____ Hoffer _____ Stewart _____ Swope

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

15. Agreement between Zanesville City Schools and the following school districts for Title I Non Public Service: East Muskingum Local, Franklin Local, Maysville Local, West Muskingum Local, and Tri-Valley Local Schools.

BE IT RESOLVED, to enter into agreements with the following school districts: East Muskingum Local, Franklin Local, Maysville Local, West Muskingum Local, and Tri-Valley Local to provide Title I education services and benefits on a consortium basis to Bishop Fenwick based on the Title I per pupil allocation of qualifying students in the public schools in the public school districts having allocations for Title I service. Time and amount of service will be allocated and rated based on federal funds allocated for this purpose. Billing and documentation will be coordinated with the Coordinator of Federal Programs in conjunction with the treasurer.

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

_____ Eppley _____ Hoffer _____ Stewart _____ Swope _____ Bunting

16. Transportation Fee Increase

Approve a change to the transportation fee structure for extracurricular activities, field trips and after school activities to reflect \$3.50 per mile and \$20.00 per hour for the driver, effective with the 2011-2012 school year.

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

_____ Hoffer _____ Stewart _____ Swope _____ Bunting _____ Eppley

17. Agreement with Interim Healthcare of Zanesville

Approval to enter into an agreement with Interim Healthcare of Zanesville and the Zanesville City Schools for the period of the 2011-2012 school year, for the purpose of providing one-on-one nursing services for a special education student of Zanesville City Schools. The cost for LPN nursing care to be \$38.00 per hour and RN nursing care to be at \$45.00 per hour.

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

_____ Stewart _____ Swope _____ Bunting _____ Eppley _____ Hoffer

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

18. Policy Items for Adoption

Approve the following policy items for adoption:

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

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

_____ Swope _____ Bunting _____ Eppley _____ Hoffer _____ Stewart

J. REPORT/DISCUSSION ITEMS

- Guidance Counselors – Elizabeth Kleinknecht & Carlotta Workman
- Architects – Building Update
- School Fees – Terry Martin
- PowerSchool – Margie Lee

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:

EXECUTIVE SESSION (continued)

- X 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

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.

_____ Eppley _____ Hoffer _____ Stewart _____ Swope _____ Bunting