

Board of Education Regular Meeting
October 18, 2016
5:30 p.m.
Zanesville Middle School
1428 Blue 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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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 special meeting on September 1, 2016 and the regular board meeting on September 20, 2016.

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

_____ Bunting _____ Coulson _____ Curry _____ French _____ Swope

LEGISLATIVE AND OTHER TOPICS

PUBLIC PARTICIPATION

PRINCIPAL’S REPORT Jason Taylor

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

BE IT RESOLVED, to approve the following recommendations:

1. September Financial Reports

Approve the following financial reports:

- Financial report by fund
- Expenditure report
- Investment report

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

2. Reconciliations

Approve the following reconciliations:

General
Payroll

3. Monthly Financials – Zanesville Community High School

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

4. Five-Year Forecast

Approve the five-year forecast for the period of July 1, 2016 through June 30, 2021.

5. Budget – Zanesville Community High School

Approve the 2016-2017 budget for the Zanesville Community High School.

6. Five-Year Forecast – Zanesville Community High School

Approve the five-year forecast for the Zanesville Community High School for the period of July 1, 2016 through June 30, 2021.

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

_____ Coulson _____ Curry _____ French _____ Swope _____ Bunting

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

BE IT RESOLVED, to approve the following personnel recommendations:

1. Extended Day Program - Administrators

Approval for the following to receive stipend as listed, to be paid from a grant through 21st Century, for administering the Extended Day Program for the 2016-2017 school Year:

TBD -	John McIntire Elementary	\$6,000
Michelle Jordan-	National Road Elementary	\$6,000
Mark Stallard -	Zane Grey Elementary	\$6,000
Jason Taylor -	Zanesville Middle School	\$6,000
Steven Foreman -	Zanesville City School District	\$6,000

Administrators will meet with teachers, by grade level, to help identify (select) students that need help improving their reading and/or math skills by using STARS and teacher recommendations. Teachers will assist with identifying students that have difficulty functioning (behavior) during the school day and whether or not two additional hours would be beneficial. This meeting will take place during the weeks of September 19 and September 26, 2016.

Monitor teacher delivery of differentiated lesson plans at least once per week after school.

Attend bi-weekly PLC planning meetings at the grade levels.

Meet with after school staff every two weeks to provide/discuss STARS results, use of other computer assisted materials, student behavior, regular after school attendance, student progress by subject, etc. Document the meetings by date, time and those attending, and include what was discussed regarding students.

Prepare a monthly report: Progress with PLC planning and quality of differentiated lesson plans at each grade level; teacher and aide interaction with students; program strengths and/or weaknesses, etc.

Be available on February 1-3, 2017 to monitor the after school program. The coordinator will be at a required Ohio Department of Education 21st Century meeting in Columbus, OH.

_____ 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)**

2. Extended Time – Summer 2016

Approve extended time for the individuals listed, prior to the 2016-2017 school year. Rate of pay will be at per diem rate.

Name	Title	Not to Exceed	Rate of Pay
Bev Guinsler	Head School Nurse	2 days	Per Diem
Cheryl Martin	Vision/Hearing Technician	5 days	Per diem plus \$2.00 per hour

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

_____ French _____ Swope _____ Bunting _____ Coulson _____ Curry

3. 21st Century After-School Tutors and Substitutes

Approve the following personnel as 21st Century After-School tutors for a portion of the 2016-2017 school year. Tutors will be funded through the 21st Century Grants, at the rate of \$30 per hour plus fringes. Program operates from 3:30 – 5:30 each day per schedule, plus one hour paid planning time per day. 21st Century Coordinator will develop schedule of operation.

Teresa Anderson	Summer Bendle	Jim Baker	Kim Farmer
Ashley Fisher	Lauren France	Sarah Gantzer	Jenny Hammersley
Trudi Hardcastle	Kristen Hoffer	Danielle Kinsey	Heather Krause
Ashley Lucas	Hillary McGee	Kim Miller	Brianna Mullett
Melissa Nelson	Jodi Riggle	Kathy Stilwell	Mercedes Tonnous
Taylor Vaughn			

Approve Substitute Teachers as and when needed:

Clay Lawyer	Jennifer Myers	Judy Tolley
Valerie Toothman	Cindy Weaver	

_____ 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)**

4. 21st Century After-School Aides and Substitutes

Approve the following personnel as 21st Century After-School tutors for a portion of the 2015-2016 school year. Tutors will be funded through the 21st Century Grants, at the rate of \$12 per hour plus fringes. Program operates from 3:30 – 5:30 each day per schedule. 21st Century Coordinator will develop schedule of operation.

Kathy Anderson	Tammy Besser	Dawn Dailey	Deb Davis
Mary Fenton	Becky Forsythe	Kathy Foster	Sally Haser
Joyce Horton	Teanna Hrinko	Toni James	Janie Lewis
Diana Martin	Gayla Ware		

Approve Substitute Aides as and when needed:

Tina McDonald	Jennifer Myers
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_____ moved and _____
seconded the adoption of the motion, and roll call resulted.

_____ Bunting _____ Coulson _____ Curry _____ French _____ Swope

5. T-1 After-School Tutors

Approve the following personnel as T-1 After-School Tutors for a portion of the 2016-2017 school year. Tutors will be funded through Federal Programs, at the rate of \$30 per hour plus fringes. Program operates from 3:30 – 5:30 each day per schedule. Building principals will develop schedule of operation. Project funds will be from Title I federal funding.

Tammy Fike	Catherine Haynes	Kayla Jones	Maria Hoffer
Trevor Myers	Ashley Ross	Katie Sites	Wendy Winland

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

_____ Coulson _____ Curry _____ French _____ Swope _____ Bunting

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

8. Development of On-Line Writing Rubrics for K-6

Resolution to approve Lori Lee to put the approved K-6 writing rubrics online. There are three types of writing for each grade level, for a total of 21 rubrics. This supports our K-12 focus of students writing using technology by allowing all content areas to access and score these on-line. Her stipend will be \$2000.

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

_____ Swope _____ Bunting _____ Coulson _____ Curry _____ French

9. Resignation – Administrative

Accept the resignation of Kacey Cotrill, Principal at John McIntire Elementary, effective December 31, 2016. Reason for resignation is other employment.

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

_____ Bunting _____ Coulson _____ Curry _____ French _____ Swope

10. Employment – Substitutes

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

Substitute Teachers			
Karen McKee			

Home Instructors			
Pamela Coffey	Karen McKee		

Substitute Nurse			
Shannon L. Bell			

Substitute Aides & Bus Aides			
Shannon L. Bell	Amanda Cockran	Ashley Draughn	Teria Lewis
Ashley Rowen			

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

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

_____ Bunting _____ Coulson _____ Curry _____ French _____ Swope

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

11. Agreement between Zanesville City Schools and PSI Affiliates, Inc. / PSI Associates, Inc. for Bishop Fenwick School

BE IT RESOLVED, to enter into an agreement with Zanesville City Schools and PSI Affiliates, Inc. /PSI Associates, Inc. for the purpose of providing intervention specialist services and educational aide services to students of Bishop Fenwick School as and when needed. Term of service agreement will be for a one (1) year term starting in the 2016–2017 school year, continuing through the conclusion of the 2017 school year at an annual cost of \$67,617.18. Contract will be paid through auxiliary funds.

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

_____ Coulson _____ Curry _____ French _____ Swope _____ Bunting

12. Agreement between Zanesville City Schools and PSI Affiliates, Inc. / PSI Associates, Inc. for Rosecrans High School

BE IT RESOLVED, to enter into an agreement with Zanesville City Schools and PSI Affiliates, Inc. /PSI Associates, Inc. for the purpose of providing educational aide services to students of Rosecrans High School as and when needed. Term of service agreement will be for a one (1) year term starting in the 2016–2017 school year, continuing through the conclusion of the 2017 school year at an annual cost of \$486.00. Contract will be paid through auxiliary funds.

_____ 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 (continued)**

13. Class Trip

Approve the 5th grade classes from John McIntire Elementary School to take overnight trips to the Wilds on the following dates, May 16-17, 2017, May 17-18, 2017 and May 18-19, 2017. Funding of the trip to be provided by the parent/guardian and fundraisers held at John McIntire Elementary

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

_____ French _____ Swope _____ Bunting _____ Coulson _____ Curry

14. Big Day for PreK

Approve the Big Day for PreK curriculum, schedule and pacing guide to be used by the Zanesville City School Preschool staff beginning the 2016/2017 school year. Professional Development of the curriculum will be provided by Houghton Mifflin Harcourt. The Big Day for PreK curriculum provides Big Experiences with integrated learning opportunities that introduce children to new vocabulary, concepts, and skills. The curriculum provides intentional instruction in the following learning domains:

- Social-Emotional Development
- Oral Language and Vocabulary
- Emergent Reading
- Emergent Writing
- Mathematics
- Science
- Social Studies
- Fine Arts
- Physical Development
- Technology

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

_____ Swope _____ Bunting _____ Coulson _____ Curry _____ French

15. Board Member – Mid-East Career and Technology Center

Approve the the appointment of Mike Coulson to serve on the Board of Education of the Mid-East Career and Technology Center for a three year term effective January 1, 2017 and expiring December 31, 2019.

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

_____ Bunting _____ Coulson _____ Curry _____ French _____ Swope

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

16. Electric Service RFP

Authorize the purchase of competitive retail electric service from the lowest responsible bid submitted to META Solutions for the billing period commencing with the June 2017 billing cycle and terminating no later than the May 2020 billing cycle.

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

_____ Coulson _____ Curry _____ French _____ Swope _____ Bunting

17. Professional Development Transformation

Approve a request to submit a Professional Development Transformation Grant of \$43,862 to the Cora E. Rogge Foundation. A Cora E. Rogge Foundation match with the Jennings Foundation will train all teachers and administrators in the 3 P (Problem/Project/Product) instructional delivery providing for higher levels of student engagement with a career focus.

_____ 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**

18. Items for Review

Staff Handbooks

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.

_____ French _____ Swope _____ Bunting _____ Coulson _____ Curry

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.

_____ Swope _____ Bunting _____ Coulson _____ Curry _____ French