

**Board of Education Regular Meeting**  
**November 21, 2017**  
**5:30 P.M.**  
**Zane Grey Intermediate**  
**968 Pine St.**  
**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. ZANESVILLE COMMUNITY HIGH SCHOOL REPORTS/UPDATES**

**G. 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 meetings on October 4<sup>th</sup> and October 11, 2017 and the regular on October 17, 2017.

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

\_\_\_\_\_ Bunting \_\_\_\_\_ Coulson \_\_\_\_\_ Curry \_\_\_\_\_ French \_\_\_\_\_ Swope

**H. REPORT OF THE TREASURER OF THE BOARD OF EDUCATION – Mike Young**

BE IT RESOLVED, to approve the following recommendations:

**1. October Financial Reports**

Approve the following financial reports:

- Financial report by fund
- Expenditure report
- Investment report

**2. Reconciliations**

Approve the following reconciliations for October:

- General
- Payroll

**3. Monthly Financials – Zanesville Community High School**

Approve the October 2017 bank reconciliation and financial reports for the Zanesville Community High School.

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

\_\_\_\_\_ Coulson \_\_\_\_\_ Curry \_\_\_\_\_ French \_\_\_\_\_ Swope \_\_\_\_\_ Bunting

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

BE IT RESOLVED, to approve the following personnel recommendations:

**1. Resignation - Certificated**

Approve the resignation of Tabitha S. Grissett, Intervention Specialist at National Road Elementary, effective October 31, 2017. Reason for resignation is personal.

Approve the resignation of Wendy Lowe, teacher at John McIntire Elementary, effective June 1, 2018. Reason for resignation is retirement.

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

\_\_\_\_\_ Curry \_\_\_\_\_ French \_\_\_\_\_ Swope \_\_\_\_\_ Bunting \_\_\_\_\_ Coulson

**2. Employment – Certificated**

Approve the employment of Lois Frame, Intervention Specialist at National Road Elementary, effective October 23, 2017 through the end of the 2017-2018 school year. Rate of pay will be from the appropriate salary schedule, calculated at the master degree, step 11. This position will be 3.5 hours per day, four days per week.

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

\_\_\_\_\_ French \_\_\_\_\_ Swope \_\_\_\_\_ Bunting \_\_\_\_\_ Coulson \_\_\_\_\_ Curry

**3. Math Literacy Coach for 2017-2018**

Resolution to approve Kathy Clapper as Primary Math Literacy Coach effective December 1, 2017 through the remainder of the 2017-2018 academic year. Kathy will be responsible for providing professional development to teachers at National Road Elementary. Her supplemental pay will be \$1,243.00.

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

\_\_\_\_\_ Swope \_\_\_\_\_ Bunting \_\_\_\_\_ Coulson \_\_\_\_\_ Curry \_\_\_\_\_ French

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

**4. Donation of Sick Days**

Approve the transfer of ten (10) sick leave days from Linda Seekatz to Samantha Goodale. This is a non-union employee donating to another non-union employee and is effective October 18, 2017.

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

\_\_\_\_\_ Bunting \_\_\_\_\_ Coulson \_\_\_\_\_ Curry \_\_\_\_\_ French \_\_\_\_\_ Swope

**5. Family Medical Leave of Absence – Certificated**

Approve a paid/unpaid family medical leave of absence, for Rebecca Bracken, Preschool Teacher at Zane Grey Elementary, effective March 29, 2018 through the end of the 2017-2018 school year. Leave of absence is due to birth of a baby.

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

\_\_\_\_\_ Coulson \_\_\_\_\_ Curry \_\_\_\_\_ French \_\_\_\_\_ Swope \_\_\_\_\_ Bunting

**6. Supplemental Contracts**

Approve a change of contract for Sarah Gantzer, drama advisor, to reflect the following: experience level 2, class VII – stipend - \$1,319.00. Position is now a shared position.

Approve the following supplemental contracts for the 2017-2018 school year.

Name	Sport/Bldg.	Position	Exp.	Class	Stipend
Jessica Barnhouse	ZHS	Drama Advisor (1/2)	0	VII	\$1,154.00
Sarah Gantzer	ZHS	Stage Designer	0	VIII	\$1,648.00
Michael Law	Wrestling	8 <sup>th</sup> Grade Coach	0	VIII	\$1,648.00
Justin Joseph	Softball	Volunteer Coach			NA

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

\_\_\_\_\_ Curry \_\_\_\_\_ French \_\_\_\_\_ Swope \_\_\_\_\_ Bunting \_\_\_\_\_ Coulson

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

**7. Employment – Substitutes**

Approve the following substitutes, as and when needed, pending appropriate background checks for the 2017-2018 school year.

Substitute Teachers			
Debbie Kirsch			

Substitute Classroom/Bus Aides			
Louise Bollinger	Shimmerah Coleman	Terry Harris	Kaya Lloyd

Substitute Custodians			
Dustin Foraker			

Substitute Food Services			
Shimmerah Coleman	Michelle Dilley	Kayla Lloyd	

Home Instructors			
Kelsey Shackelford			

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

\_\_\_\_\_ French \_\_\_\_\_ Swope \_\_\_\_\_ Bunting \_\_\_\_\_ Coulson \_\_\_\_\_ Curry

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

**8. 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 2017–2018 school year, continuing through the conclusion of the 2018 school year at an annual cost of \$74,833.41. Contract will be paid through auxiliary foundation and IDEA funds.

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

\_\_\_\_\_ Swope \_\_\_\_\_ Bunting \_\_\_\_\_ Coulson \_\_\_\_\_ Curry \_\_\_\_\_ French



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

**9. 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 Intervention Specialist 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 2017–2018 school year, continuing through the conclusion of the 2018 school year at an annual cost of \$1,242.54. Contract will be paid through auxiliary foundation and IDEA funds.

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

\_\_\_\_\_ Bunting \_\_\_\_\_ Coulson \_\_\_\_\_ Curry \_\_\_\_\_ French \_\_\_\_\_ Swope

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

**10. District Job Description for Approval**

Approve the attached Transportation- Bus Aide job description.

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

\_\_\_\_\_ Coulson \_\_\_\_\_ Curry \_\_\_\_\_ French \_\_\_\_\_ Swope \_\_\_\_\_ Bunting

**11. Policy Items for Adoption:**

Approve the following policies for adoption:

- 5421 Grading
- 5421A Grading
- 5421B Grading Criteria
- 5421C Grading – 7-12 Standards-Based Grading Guideline
- 5430 Class Rank
  
- 5430 Administrative Guidelines
- 5430 Class Rank/Honor Roll

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

\_\_\_\_\_ Curry \_\_\_\_\_ French \_\_\_\_\_ Swope \_\_\_\_\_ Bunting \_\_\_\_\_ Coulson

**J. REPORT/DISCUSSION ITEMS**

Vicky French - 200<sup>th</sup> Anniversary of Zanesville City Schools (2018)

**K. BOARD COMMITTEE UPDATES**

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

**L. CLOSING COMMENTS**

**M. 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

**EXECUTIVE SESSION (continued)**

\_\_\_\_\_ 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

**N. 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