

**ZANESVILLE BOARD OF EDUCATION
REGULAR MEETING**

November 21, 2017

Mr. Swope called the meeting to order @ 5:30 p.m. Those answering roll call: Mr. Bunting, Mr. Coulson, Mr. Curry, Mr. Swope. Mrs. French was absent. Also present were Mr. Baker, Superintendent and Mr. Young, Treasurer.

#17-285 APPROVAL OF BOARD MINUTES

Mr. Bunting moved and Mr. Curry seconded that the Board of Education approves the minutes of the Zanesville Board of Education special meetings on October 4th and October 11, 2017 and the regular on October 17, 2017.

Those voting aye: Mr. Bunting Mr. Coulson, Mr. Curry, Mr. Swope. Vice President declared motion carried.

#17-286 REPORT OF THE TREASURER

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

October Financial Reports

Approve the following financial reports:

- Financial report by fund
- Expenditure report
- Investment report

Reconciliations

Approve the following reconciliations for October:

- General
- Payroll

Monthly financials – Zanesville Community High School

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

Those voting aye: Mr. Coulson, Mr. Curry, Mr. Swope, Mr. Bunting. Vice President declared motion carried.

:#17-287 RESIGNATION - CERTIFICATED

Mr. Bunting moved and Mr. Curry seconded to 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.

Those voting aye: Mr. Curry, Mr. Swope, Mr. Bunting, Mr. Coulson. Vice President declared motion carried.

**ZANESVILLE BOARD OF EDUCATION
REGULAR MEETING**

November 21, 2017

#17-288 EMPLOYMENT - CERTIFICATED

Mr. Coulson moved and Mr. Swope seconded to 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. Those voting aye: Mr. Swope, Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

#17-289 MATH LITERACY COACH FOR 2017-2018

Mr. Bunting moved and Mr. Swope seconded 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. Those voting aye: Mr. Swope, Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

#17-290 DONATION OF SICK DAYS

Mr. Curry moved and Mr. Coulson seconded to 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. Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry, Mr. Swope. Vice President declared motion carried.

#17-291 FAMILY MEDICAL LEAVE OF ABSENCE – CERTIFICATED

Mr. Bunting moved and Mr. Swope seconded to 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. Those voting aye: Mr. Coulson, Mr. Curry, Mr. Swope, Mr. Bunting. Vice President declared motion carried.

#17-292 FAMILY MEDICAL LEAVE OF ABSENCE – CERTIFICATED

Mr. Bunting moved and Mr. Swope seconded to approve a paid/unpaid family medical leave of absence, for Maureen Montgomery, teacher at Muskingum County JDC and Zanesville Community High School, effective November 30, 2017 through February 4, 2018. Leave of absence is due to birth of a baby. Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry, Mr. Swope. Vice President declared motion carried.

#17-293 EMPLOYMENT – SUBSTITUTES

Mr. Curry moved and Mr. Coulson seconded to approve the following substitutes, as and when needed, pending appropriate background checks for the 2017-2018 school year.

Substitute Teachers			
Samantha Dallessio	Debbie Kirsch	Cassandra Lee	

**ZANESVILLE BOARD OF EDUCATION
REGULAR MEETING**

November 21, 2017

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			
--------------------	--	--	--

Those voting aye: Mr. Swope, Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

#17-294 AGREEMENT BETWEEN ZANESVILLE CITY SCHOOLS AND PSI AFFILIATES, INC. / PSI ASSOCIATES, INC. FOR BISHOP FENWICK SCHOOL

Mr. Coulson moved and Mr. Bunting seconded 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.

Those voting aye: Mr. Swope, Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

#17-295 AGREEMENT BETWEEN ZANESVILLE CITY SCHOOLS AND PSI AFFILIATES, INC. / PSI ASSOCIATES, INC. FOR ROSECRANS HIGH SCHOOL

Mr. Swope moved and Mr. Coulson seconded 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.

Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry, Mr. Swope. Vice President declared motion carried.

#17-296 DISTRICT JOB DESCRIPTION FOR APPROVAL

Mr. Bunting moved and Mr. Curry seconded to approve Transportation- Bus Aide job description.

TRAINING QUALIFICATIONS

- High School diploma.
- Meets all mandated health requirements (e.g., a negative tuberculosis test, etc.).
- Current BCI and FBI background check.
- Complies with drug-free workplace rules and board policies.
- Self-directed and able to learn required skills for the position.

**ZANESVILLE BOARD OF EDUCATION
REGULAR MEETING**

November 21, 2017

- Ability to manage students with physical and mental disabilities.
- Congenial disposition and strong diplomacy skills.

REQUIRED SKILLS AND ABILITIES

- Communication Skills: Must be able to read, analyze, and interpret information relevant to the position, including being able to speak effectively to small and large groups of people, and to communicate clearly and concisely both orally and in writing.
- Leadership Ability: Must be able to articulate a vision and mission for the district and provide the appropriate direction, guidance, and management skills to achieve them.
- Mathematics Skills: Must have the ability to work with basic mathematical and computational concepts.
- Reasoning Ability: Must be able to define problems, collect data, establish facts, and draw valid conclusions.
- Technology Skills: Able to effectively use, as it applies to your specific job function, typical office applications and computer programs such as word processing, spreadsheets, and presentations; must be able to use email.

PERSONAL QUALIFICATIONS

- Demonstrates enthusiasm and a sincere desire to aide and ensure the safety of all.
- Is able to accept constructive criticism/feedback.
- Demonstrates professional tact and diplomacy with administrators, staff, teachers, students, parents and the diverse community.
- Is conscientious and assumes responsibility for one's own work performance.
- Anticipates problems and unforeseen events and deals with them in an appropriate manner.
- Demonstrates an ability to make proper decisions when required.
- Demonstrates loyalty to the administrative team.
- Possesses high moral character and a good attendance record.
- Promotes good social relationships as well as promoting good public relations by personal appearance, attitude and conversation.
- Participates in appropriate professional organizations and their activities.
- Maintains a calm attitude and sense of control at all times.
- Maintains a high level of ethical behavior and confidentiality of information.
- Possesses the ability to be flexible and adaptable to changing situations.

JOB GOAL

- The job of bus aide was established for the purpose/s of providing support within the student transportation services area with specific responsibilities for assisting students during transport to and from school and/or special activities; ensuring orderly entering and leaving of the bus.

Those voting aye: Mr. Coulson, Mr. Curry, Mr. Swope, Mr. Bunting. Vice President declared motion carried.

**ZANESVILLE BOARD OF EDUCATION
REGULAR MEETING**

November 21, 2017

#17-297 POLICY ITEMS FOR ADOPTION

Mr. Curry moved and Mr. Swope seconded to approve the following policies for adoption:

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

Those voting aye: Mr. Curry, Mr. Swope, Mr. Bunting, Mr. Coulson. Vice President declared motion

#17-298 EXECUTIVE SESSION

Mr. Bunting moved and Mr. Coulson 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 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
- X preparing for, conducting, or reviewing negotiations or bargaining sessions with Employees

Time entered executive session: 6:20 p.m.

Time returned to public session: 8:10 p.m.

Those voting aye: Mr. Swope, Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.

#17-299 SUPPLEMENTAL CONTRACTS

Mr. Coulson moved and Mr. Swope seconded to 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.

**ZANESVILLE BOARD OF EDUCATION
REGULAR MEETING**

November 21, 2017

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 th Grade Coach	0	VIII	\$1,648.00
Justin Joseph	Softball	Volunteer Coach			NA
Rian Burrell	Basketball	Volunteer Coach			NA

Those voting aye: Mr. Curry, Mr. Swope, Mr. Bunting, Mr. Coulson. Vice President declared motion carried.

#17-300 CANCELTION OF SALE OF REAL PROPERTY


Mr. Bunting moved and Mr. Curry seconded to approve cancelling board resolution #17-256, public auction for the sale of real property located at 2256 Dresden Road, Zanesville, Ohio. The auction was scheduled for Friday, December 15, 2017.

Those voting aye: Mr. Bunting, Mr. Coulson, Mr. Curry, Mr. Swope. Vice President declared motion carried.

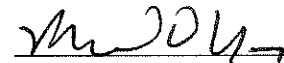
#17-301 MEETING ADJOURNMENT

Mr. Bunting moved and Mr. Curry seconded that the Zanesville City Schools Board of Education meeting is adjourned @8:12 p.m.

Those voting aye: Mr. Swope, Mr. Bunting, Mr. Coulson, Mr. Curry. Vice President declared motion carried.



President



Treasurer