

**Board of Education Special Regular Meeting
November 22, 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.

TABLE OF CONTENTS

November 22, 2011
Special Regular Board Meeting – 5:30 p.m.

A.	CALL TO ORDER – President		
B.	PLEDGE OF ALLEGIANCE		
C.	ROLL CALL – Jolene Carter	Page	1
D.	INTRODUCTION OF GUEST – GOOD AWARDS		
E.	ZEА PRESENTATIONS/COMMENTS		
F.	REPORT OF BOARD OF EDUCATION		
	1. Approval of Minutes	Page	1
 LEGISLATIVE AND OTHER TOPICS PUBLIC PARTICIPATION			
G.	REPORT OF TREASURER OF THE BOARD OF EDUCATION – Jolene Carter		
	1. October Financial Reports	Page	1
	2. Reconciliations.....	Page	1
	3. Appropriation Changes/Additional Appropriations.....	Page	2
H.	SUPERINTENDENT’S RECOMMENDATIONS – Terry Martin		
	PERSONNEL RECOMMENDATIONS		
	1. Employment - Classified.....	Page	2
	2. Recall from Reduction in Force - Classified.....	Page	2
	3. Zanesville City Schools SES Staff.....	Page	3
	4. Zanesville City Schools Supplemental Tutoring (Correction).....	Page	3
	5. 21 st Century After School Tutors / Substitute Teachers	Page	4
	6. 21 st Century After School Aides	Page	4
	7. Unpaid Leaves of Absence	Page	5
	8. Supplemental Contracts	Page	5
	9. Employment – Substitutes	Page	5
	10. Temporary Ground Crew	Page	6

TABLE OF CONTENTS

November 22, 2011
Special Regular Board Meeting – 5:30 p.m.

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

11. Mid-East Career & Technology Center Appointment.....	Page	6
12. Dump Truck Purchase.....	Page	6
13. Valuation Engineers, Inc. Agreement.....	Page	7

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

I. REPORT/DISCUSSION ITEMS Page 7

- Architects – Building Update
- Technology Presentation – Lori Lee, Lori Hudson and Brooke Anderson

J. CLOSING COMMENTS Page 7

K. EXECUTIVE SESSION..... Page 7

L. MEETING ADJOURNMENT..... Page 8

C. ROLL CALL – Jolene Carter

_____ Bunting _____ Eppley _____ Hoffer _____ Stewart _____ Swope

D. INTRODUCTION OF GUEST - GOOD AWARDS

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 October 18, 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. 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

G. REPORT OF THE TREASURER OF THE BOARD OF EDUCATION – Jolene Carter (continued)

3. Appropriation Changes/Additional Appropriations

General Fund	001	464,485.00	To match 5 year forecast
Bond Retirement	002	1,438,480.00	To match bond payments & fees
Education Jobs	504	25,548.45	Additional allocation
Race to the Top	506	281,421.72	FY11 carryover allocation

_____ 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. Employment – Classified

Approve Polly Sowers as secretary at Zane Grey Elementary, not more than 19 ½ hours per week, at the rate of \$13.11 per hour, pending background check and proper certification. This position is effective November 7, 2011.

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

_____ Hoffer _____ Stewart _____ Swope _____ Bunting _____ Eppley

2. Recall from Reduction in Force – Classified

Approve the recall from reduction in force of Helen Evans as special education aide at the Center for Child and Family Development effective November 10, 2011. Salary to be step 10 from the appropriate salary schedule.

_____ 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**

3. Zanesville City Schools Supplemental Education Service (SES) Staff

Approve Madge Aronhalt, Diana Donahue, Patricia Cox, Michael Emmert, Julianne Kuchan, Catherine Haynes and Clay Lawyer to provide SES tutoring for Zanesville City Schools SES students for the 2011-2012 school year.

Approved tutors will be required to complete program components including reports to Title I Director and parental components.

Assignment of Zanesville City Schools SES tutors will be based upon parental request for Zanesville City Schools SES. Funding will be through reimbursement of Federal Allocated SES funds to Zanesville city Schools General Funds. Rate of pay will be by requisition at the rate of \$25 plus fringes.

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

_____ Swope _____ Bunting _____ Eppley _____ Hoffer _____ Stewart

**4. Zanesville City Schools Supplemental Tutoring (correction from October 18, 2011
BOE meeting)**

Approve Mark Stallard as a Supplemental Tutor as and when needed for the 2011-2012 school year at Zane Grey Elementary. Originally hired as an SES tutor. Funding will be through general fund intervention.

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

_____ Bunting _____ Eppley _____ Hoffer _____ Stewart _____ Swope

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

5. 21st Century After School Tutors

Approve the following personnel as 21st Century After School tutors for the 2011-2012 school year. Tutors will be funded through Federal Programs, at the rate of \$25 per hour plus fringes. Program operations will be for 2.5 hours a day per schedule. 21st Century Coordinator will develop schedule of operation.

Teachers:

Lauren France	Melissa Nelson	Trevor Myers	Lois Frame
Jim Baker	Autumn Wilden	Hillary Starner	Cindy Martin
Jan Rawlins	Karen McKee	Summer Bendle	

Substitute Teachers (as and when needed):

Clay Lawyer Sharon Ambrose

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

_____ Eppley _____ Hoffer _____ Stewart _____ Swope _____ Bunting

6. 21st Century After School Aides

Approve the following personnel as 21st Century After School aides for the 2011-2012 school year. Aides will be funded through Federal Programs, at the rate of \$12 per hour plus fringes. Program operations will be for 2.5 hours a day per schedule. 21st Century Coordinator will develop schedule of operation.

Aides:

Kathy Foster	Florece Atkins	Lou Ann Baker	Deb Davis
Becky McGee	Kathy Anderson	Diana Martin	Peggy Miller
Sally Haser	Patricia Morgan		

_____ 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)**

7. Unpaid Leaves of Absence

Approve the following personnel for unpaid leaves of absence:

Name	Date of Unpaid Leaves	Total Days
Carol Bollinger	10/21, 10/24, 10/25, 10/26, 10/27	5 days

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

_____ Stewart _____ Swope _____ Bunting _____ Eppley _____ Hoffer

8. Supplemental Contracts

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

First Name	Last Name	Building	Position	Exp	Class	Stipend
Matthew	Smart	ZMS	Wrestling Coach	0	VIII	\$1,538
Mike	Casapini	ZHS	Track – Varsity Assistant Coach	28	VIII	\$2,152

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

_____ Swope _____ Bunting _____ Eppley _____ Hoffer _____ Stewart

9. 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			
Hope Douglas	Ashley Johnson	Tina McDonald	Adrienne Yow

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

_____ Bunting _____ Eppley _____ Hoffer _____ Stewart _____ Swope

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

10. Temporary Grounds Crew

Approve Dale Harry as temporary ground crew, effective October 24, 1011. Salary to be \$15.88 per hour.

_____ 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**

BE IT RESOLVED, to approve the following business recommendations:

11. Mid-East Career & Technology Center Appointment

Appoint _____ for a two-year term on the Mid-East Board of Education effective January 1, 2012 and expiring December 31, 2013.

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

_____ Hoffer _____ Stewart _____ Swope _____ Bunting _____ Eppley

12. Dump Truck Purchase

Approve the purchase of a 1991 GMC Dump Truck for district use in the field and building maintenance. Total purchase price is \$11,000 and also includes a Swenson Salt Spreader, 10 foot Gledhill Snow Plow and Cradle and Rollgate Spreader. Funds will be taken from general fund.

_____ 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 (continued)**

13. Valuation Engineers, Inc. Agreement

Be it resolved to enter into an agreement with Valuation Engineers, Inc. for the purpose of providing the District with an updated initial fixed asset appraisal at a one-time cost of \$7,950. In addition, Valuation Engineers will provide annual revaluation service at a cost of \$795 per year for five years and annual accounting supplements at a cost of \$595 per year for five years.

_____ 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

- Architects – Building Update
- Technology Presentation – Lori Lee, Lori Hudson and Brooke Anderson

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