

Board of Education Regular Meeting

December 17, 2024

4:30 P.M.

**Zanesville City Schools
Administrative Building
956 Moxahala Avenue
Zanesville, Ohio 43701**

Board of Education Members:

Valencia Clark - President

Lori Lee - Vice President

Kyle Baldwin

Lori Buchanan

Mindy Waite



*Laura Tompkins M. Ed.
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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Audit Committee – Mike Young, Valencia Clark, Lori Buchanan
Insurance Committee – Valencia Clark
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Business Advisory Council – Lori Buchanan, Mindy Waite

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C. ROLL CALL – Mike Young

_____ Baldwin _____ Buchanan _____ Clark _____ Lee _____ Waite

D. INTRODUCTION OF GUEST

Touch Boards - Roger Imhoff, TouchPros Representative

E. ZEA PRESENTATIONS/COMMENTS

F. STUDENT REPORTS/UPDATES

G. ZANESVILLE COMMUNITY HIGH SCHOOL REPORTS/UPDATES

1. Enrollment Updates
2. Financial Updates
3. Recommendations and Feedback - School to Sponsor
4. Recommendations and Feedback - Sponsor to School

H. 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 of the Regular Meeting on November 19, 2024 and Work Sessions on November 19, 2024 and November 20, 2024.

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

_____ Baldwin _____ Buchanan _____ Clark _____ Lee _____ Waite

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

BE IT RESOLVED, to approve the following recommendations:

1. November Financial Reports

Approve the following financial reports:

Financial report by fund
Expenditure report
Investment report

2. Reconciliations

Approve the following reconciliations for November:

General
Payroll

3. Monthly Financials – Zanesville Community High School

Approve the November 2024 minutes, bank reconciliation and financial reports for Zanesville Community High School.

4. Grants

Accept the following grant:

\$30,000.00 from the Taylor-McHenry Memorial Fund to be used to purchase a piano for the new auditorium.

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

_____ Buchanan _____ Clark _____ Lee _____ Waite _____ Baldwin

**J. SUPERINTENDENT’S RECOMMENDATIONS – Laura Tompkins
PERSONNEL RECOMMENDATIONS**

BE IT RESOLVED, to approve the following personnel recommendations:

1. Resignations - Classified

Approve the resignation of Donald Mayle, Head Custodian at National Road Elementary effective January 31, 2025. Reason for resignation is retirement.

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

_____ Clark _____ Lee _____ Waite _____ Baldwin _____ Buchanan

2. Employment - Substitutes

Approve the following substitutes as listed, as and when needed, pending appropriate certification and background checks for the 2024-2025 school year:

Teachers	
Emily Mullikin	
Maintenance	
Kaden Stallard	Jayden Harris
Secretaries	
Lisa Cronin	Jennifer Stewart

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

_____ Lee _____ Waite _____ Baldwin _____ Buchanan _____ Clark

**J. SUPERINTENDENT'S RECOMMENDATIONS – Laura Tompkins
PERSONNEL RECOMMENDATIONS (con't)**

3. Employee Transfers

Approve the transfer of Jennifer Myers, Educational Aide at Zanesville Community High School to reflect Administrative Assistant to the Athletic Department at Zanesville High School effective December 2, 2024 pending required certification and background check. Rate of pay to be Administrative Assistant, 12 months, 260 days, step 10 from the appropriate salary schedule.

Approve the transfer of Erica Van Kirk, Student Services Secretary-Enrollment at the Administration Office to reflect EMIS Coordinator/PowerSchool at the Administration Office effective December 2, 2024 pending required certification and background check. Rate of pay to be FM(0-4) step 0, under a 2 year contract.

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

_____ Waite _____ Baldwin _____ Buchanan _____ Clark _____ Lee

4. Supplemental Contracts

Approve the resignation of Tyron J. (TJ) Carper as Head Football Coach as Zanesville High School. This resignation applies to any and all other supplemental positions he holds. Effective November 25, 2024. Reason for resignation is personal.

Approve the following Supplemental contracts as listed for the 2024-2025 school year pending required certification and background check:

First Name	Last Name	Season	Sport	Position	Class
Angela	Swingle	Winter	Archery	ZHS/ZMS Assistant Varsity Coach	VII
Rian	Burrell	Winter	Basketball - Boys	Coach - 8th Grade	VIII

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

_____ Baldwin _____ Buchanan _____ Clark _____ Lee _____ Waite

**J. SUPERINTENDENT'S RECOMMENDATIONS – Laura Tompkins
PERSONNEL RECOMMENDATIONS (con't)**

5. Volunteers

Approve the following volunteers as listed for the Zanesville City Schools for the 2024-2025 school year pending appropriate backgrounds checks:

Name	Building	Type
Cathy Matson	ZMS	Community
Jennifer Conrad	ZGI	Community
Tiffany Hittle	ZGE	Parent
Holly Hendershot	JME, NRE, ZGE	Community
Becca Absten	JME,NRE, ZGI	Community
Michael Absten	JME, NRE, ZGI	Community
Rachella Roessler	ZGE, ZGI	Parent
Sarah Preiner	ZGE, ZGI	Parent
Martha Farmer	ZGE, ZGI	Community
Marti Staley	ZGE, ZGI	Community
Cheri Gray	JME, ZGE, ZGI	Community
C. Avery Parmer	ZHS	Athletics

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

_____ Buchanan _____ Clark _____ Lee _____ Waite _____ Baldwin

6. Stipend - Media Events

Approve a stipend for Jason Dille to manage and operate the production of Media events at ZHS in the amount of \$2,500.00 for the 2024-2025 school year.

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

_____ Clark _____ Lee _____ Waite _____ Baldwin _____ Buchanan

**J. SUPERINTENDENT’S RECOMMENDATIONS – Laura Tompkins
BUSINESS RECOMMENDATIONS**

7. Learn Well Agreement

Approve to enter into agreement with LearnWell to provide educational services for a student while placed in a private facility. Five hours of educational services will be provided each week at the rate of \$51.00 per hour of instruction. An additional charge of 33% for every 3 hours of teaching which generates 1 hour of administrative and prep time. Ref-352632

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

_____ Lee _____ Waite _____ Baldwin _____ Buchanan _____ Clark

8. Learn Well Agreement

Approve to enter into an agreement with LearnWell to provide educational services for a student while placed in a private facility. Five hours of educational services will be provided each week at the rate of \$51.00 per hour of instruction. An additional charge of 33% for every 3 hours of teaching which generates 1 hour of administrative and prep time. Ref-355100

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

_____ Waite _____ Baldwin _____ Buchanan _____ Clark _____ Lee

**9. Memorandum of Understanding with the Corporation for Ohio Appalachian
Development(COAD) Foster Grandparent Program/Senior Companion Program**

Approve the January 1, 2025 through December 31, 2027 Memorandum of Understanding(MOU) between Zanesville City Schools and Corporation for Ohio Appalachian Development Foster Grandparent Program/Senior Companion Program (COAD FGP/SCP).

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

_____ Baldwin _____ Buchanan _____ Clark _____ Lee _____ Waite

**J. SUPERINTENDENT’S RECOMMENDATIONS – Laura Tompkins
BUSINESS RECOMMENDATIONS (con’t)**

10. REACH Educational Services Contract

Approve to enter into agreement with Reach Educational Services to provide educational services to 1 student beginning on December 9, 2024 and ending on May 22, 2025. The monthly amount will range from \$4,200.00 to \$8,820 and shall not exceed the applicable amount without advanced approval.

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

_____ Buchanan _____ Clark _____ Lee _____ Waite _____ Baldwin

11. Zanesville Community High School Sponsor’s Annual Report 2023-2024

Approve the Zanesville Community High School Sponsor’s Annual Report for 2023-2024.

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

_____ Clark _____ Lee _____ Waite _____ Baldwin _____ Buchanan

12. Jefferson County ESC Agreement

Approve to enter into an agreement with Jefferson County Educational Service Center (ESC) for the purposes of using their Virtual Learning Academy. This will be a 2 year agreement, July 1, 2024 to June 30, 2026, for the cost of \$2,000.00.

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

_____ Lee _____ Waite _____ Baldwin _____ Buchanan _____ Clark

**J. SUPERINTENDENT’S RECOMMENDATIONS – Laura Tompkins
BUSINESS RECOMMENDATIONS (con’t)**

13. FishTank Plus ELA Curriculum

Approve the adoption from the Ohio Department of Education and Workforce’s (ODEW) list of approved curriculum materials of FishTank PLUS ELA as the elementary core ELA curriculum.

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

_____ Waite _____ Baldwin _____ Buchanan _____ Clark _____ Lee

14. Mid-East Career and Technology Center Certificate Ceremony

Approve the use of the Zanesville High School Facility by Mid-East Career and Technology Center for their Certificate Ceremony on May 20, 2025 with rain dates of May 21st and 22nd, 2025.

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

_____ Baldwin _____ Buchanan _____ Clark _____ Lee _____ Waite

15. ZHS Concession Stipends

Approve the following stipends as listed to manage concessions at Zanesville High School for the 2024-2025 school year:

Allison Doyle	\$9,000
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_____ moved and _____
seconded the adoption of the motion, and roll call resulted.

_____ Buchanan _____ Clark _____ Lee _____ Waite _____ Baldwin

16. District Job Description

Approve the attached Administrative Assistant job description.

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

_____ Clark _____ Lee _____ Waite _____ Baldwin _____ Buchanan

J. SUPERINTENDENT’S RECOMMENDATIONS – Laura Tompkins
OTHER RECOMMENDATIONS

17. Policies/Guidelines for Adoption/Deletion:

Policies for Adoption:

Group A

Policy 1130	Conflict of Interest
Policy 3113	Conflict of Interest
Policy 4113	Conflict of Interest
Policy 6110	Grant Funds
Policy 6111	Internal Controls
Policy 6112	Cash Management of Grants
Policy 6114	Cost Principles - Spending Federal Funds
Policy 6325	Procurement - Federal Grants&Funds
Policy 6550	Travel Payment & Reimbursement-Relocation Costs
Policy 7310	Disposition of Surplus Property
Policy 7450	Property Inventory

Group B

Policy 0100	Definitions
Policy 0142.1	Oath
Policy 0152	Officers
Policy 0155	Committees
Policy 0163	Presiding Officer
Policy 0164	Notice of Meetings
Policy 0165	Board Meetings
Policy 0166	New Agendas
Policy 0167.2	Executive Session
Policy 0167.7	Use of Personal Communication Devices
Policy 4120.08	Employment of Personnel for Co-Curricular-Extra-Curricular Activities
Policy 4121	Criminal History Record Check
Policy 5131	Student Transfers
Policy 5136	Personal Communication Devices
Policy 5136.01	Electronic Equipment
Policy 5500	Student Conduct
Policy 5780	Student - Parents Rights
Policy 6460	Vendor Relations
Policy 7540.03	Student Technology Acceptable Use and Safety
Policy 7540.04	Staff Technology Acceptable Use and Safety
Policy 7540.09	Artificial Intelligence (AI)
Policy 8310	Public Records
Policy 9160	Public Attendance at School Events

Policies/Guidelines for Deletion:

Policy 0165.1 Regular Meetings
Policy 0165.2 Special Meetings
Policy 0173 Board Officers
Policy 7530.01 V1 Cellular Telephone Allowance
Guideline 5136 Personal Communication Devices

_____ moved and _____
seconded the adoption of the motion, and roll call resulted.
_____ Lee _____ Waite _____ Baldwin _____ Buchanan _____ Clark

Policies for Review

Policy 2265 Protections of Individual Beliefs, Affiliations, Ideals, or Principles of
 Political Movements and Ideology
Policy 5200 Attendance

K. REPORT/DISCUSSION ITEMS

L. BOARD COMMITTEE UPDATES

Legislative Liaison – Lori Lee
Student Achievement Liaison – Lori Lee
Audit Committee – Mike Young, Valencia Clark, Lori Buchanan
Insurance Committee – Valencia Clark
Buildings & Grounds Committee – Valencia Clark, Mindy Waite
Business Advisory Council – Lori Buchanan, Mindy Waite

M. CLOSING COMMENTS

N. 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

N. EXECUTIVE SESSION (con't)

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.

_____ Waite _____ Baldwin _____ Buchanan _____ Clark _____ Lee

2025 ORGANIZATION MEETING AND JANUARY 2025 REGULAR MEETING

Approve the 2025 Organizational Meeting to be held on January 9, 2025 at 4:30PM at the Administration Center Board Room. The Regular January 2025 Meeting will immediately follow the Organizational Meeting.

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

_____ Baldwin _____ Buchanan _____ Clark _____ Lee _____ Waite

O. 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.

_____ Buchanan _____ Clark _____ Lee _____ Waite _____ Baldwin