

**Board of Education Special Regular Meeting
December 20, 2012
5:30 P.M.
Zanesville City Schools
Administrative Center Board Room
160 N. Fourth Street
Zanesville, Ohio**

Board of Education Members:

*Brian Swope, President
Scott Bunting, Vice President
Lee Eppley
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.

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C. ROLL CALL – Jolene Carter

_____ Bunting _____ Eppley _____ Hoffer _____ Stewart _____ 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 approve the minutes of the Zanesville Board of Education Special Regular Meeting on November 27, 2012

_____ 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. 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

_____ 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. Change to Employment – Transportation

Cancel the recently approved employment of Lonnie P. Maley as a van driver, effective November 27, 2012. Approve Lonnie P. Maley, as a substitute van driver, effective November 27, 2012, pending background checks and certification. Rate of pay is \$10.00 per hour.

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

_____ Hoffer _____ Stewart _____ Swope _____ Bunting _____ Eppley

2. 21st Century After-School - Substitute Aide

Approve the Katie McCuen as a 21st Century After-School substitute aide for the 2012-2013 school year. Aide will be funded through Federal Programs, at the rate of \$12 per hour.

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

_____ Stewart _____ Swope _____ Bunting _____ Eppley _____ Hoffer

3. Unpaid Leaves of Absence

Approve the following personnel for unpaid leaves of absence:

Name	Date of Unpaid Leaves	Total Days
Carter, David	10/11/12	1 day
Hoffer, Kristen	11/02/12	1 day
Salsbury, Jennifer	12/07/12	1 day
Zienta, Brenda	12/06/12 - 12/07/12	2 days

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

_____ Swope _____ Bunting _____ Eppley _____ Hoffer _____ Stewart

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

4. Employment – Substitutes

Approve the following substitute driver, as and when needed, pending appropriate certification and background checks for the 2012-2013 school year.

Substitute Bus Driver			
Gary Sheck			

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

_____ Bunting _____ Eppley _____ Hoffer _____ Stewart _____ Swope

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

5. Attendance at Meetings/Events

Approval be granted for the following individuals to attend professional meetings:

Date	Employee Name	Reason	Days
11/1/2012	Anderson, TJ	Miscellaneous Conference - Regular Ed	2 days
11/6/2012	Aronhalt, David	Athletics	1 day
11/8/2012	Bainter, Jodi	Math	2 days
11/16/2012	Bainter, Jodi	Math	1 day
11/2/2012	Baldwin, Eric	Field Trip	1/2 day
11/15/2012	Ball, Deborah	Reading Recovery Meeting	1/2 day
11/2/2012	Bates, Mary	Field Trip	1/2 day
11/1/2012	Bell, Trisha	RttT - Regular Ed	2 days
11/15/2012	Bell, Trisha	Course of Study	1 day
11/30/2012	Bell, Trisha	Course of Study	1 day
11/13/2012	Brock, Karen	Cluster Training - Regular Ed	1 day
11/16/2012	Buchanan, Libby	RttT - New Tech	1 day
11/1/2012	Carter, Jolene	Miscellaneous Conference - Regular Ed	2 days
11/2/2012	Casapini, Cynthia	Field Trip	1/2 day
11/29/2012	Casapini, Cynthia	Field Trip	1 day
11/13/2012	Caw, Caitlynn	Cluster Training - Regular Ed	1 day
11/15/2012	Caw, Caitlynn	Course of Study	1 day
11/30/2012	Caw, Caitlynn	Course of Study	1 day
11/29/2012	Childs, Colby	Field Trip	1/2 day

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

Attendance at Meetings/Events (continued)

Date	Employee Name	Reason	Days
11/1/2012	Coleman, Jenny	RttT - Regular Ed	1 day
11/14/2012	Cooper, Jodi	OCALI	3 days
11/1/2012	Cottrill, Kacey	RttT - Regular Ed	2 days
11/7/2012	Cronin, Lisa	Miscellaneous Conference - Regular Ed	1 day
11/8/2012	Cronin, Lisa	Miscellaneous Conference - Regular Ed	1 day
11/2/2012	Deavers, Stacie	Field Trip	1/2 day
11/2/2012	Decker, Krista	Early Learning - Preschool	1/2 day
11/16/2012	Decker, Krista	Early Learning - Preschool	1/2 day
11/30/2012	Decker, Krista	Early Learning - Preschool	1/2 day
11/1/2012	Denton, Ron	RttT - Regular Ed	1 day
11/13/2012	Dodge, Stephen	Cluster Training - Regular Ed	1 day
11/29/2012	Dodge, Stephen	Field Trip	1 day
11/1/2012	Donahue, Diana	RttT - Regular Ed	2 days
11/2/2012	Duffy, Melissa	Field Trip	1/2 day
11/16/2012	Dumolt, Marian	Miscellaneous Conference - Regular Ed	1 day
11/29/2012	Dunn, Laura	Field Trip	1 day
11/8/2012	Flick-Grandstaff, Sara	Miscellaneous Conference - Special Ed	1 day
11/14/2012	Flick-Grandstaff, Sara	OCALI	3 days
11/1/2012	Foreman, Steven	Miscellaneous Conference - Regular Ed	2 days
11/7/2012	Foreman, Steven	Miscellaneous Conference - Regular Ed	1 day
11/13/2012	Foreman, Steven	Miscellaneous Conference - Regular Ed	1 day
11/19/2012	Fowls, Judy	Field Trip	1 day
11/27/2012	Fowls, Judy	Field Trip	1 day
11/14/2012	France, Lauren	OCALI	3 days
11/14/2012	Gardner, Jere	OCALI	3 days
11/30/2012	Grandstaff, Chad	Athletics	1 day
11/1/2012	Green, Don	Miscellaneous Conference - Regular Ed	2 days
11/14/2012	Green, Don	Power School Training	1 day
11/2/2012	Hansgen, Stephanie	Field Trip	1/2 day
11/16/2012	Harlan, Benjamin	RttT - New Tech	1 day
11/14/2012	Haudenschild, Candace	RttT - Regular Ed	3 days
11/15/2012	Heagen, James	RttT - New Tech	1 day
11/30/2012	Heagen, James	Athletics	1/2 day
11/15/2012	Heins, Katherin	Reading Recovery Meeting	1 day
11/2/2012	Helser, Renee	Early Learning - Preschool	1/2 day

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

Attendance at Meetings/Events (continued)

Date	Employee Name	Reason	Days
11/16/2012	Helser, Renee	Early Learning - Preschool	1/2 day
11/30/2012	Helser, Renee	Early Learning - Preschool	1/2 day
11/8/2012	Hershberger, Susann	Miscellaneous Conference - Special Ed	1 day
11/1/2012	Hickman, Lori	RttT - Regular Ed	2 days
11/8/2012	Higgins, Diane	Field Trip	1 day
11/7/2012	Hittle, Matt	Miscellaneous Conference - Regular Ed	1 day
11/14/2012	Hodges, Jane	OCALI	2 days
11/16/2012	Hudson, Lori	RttT - New Tech	1 day
11/15/2012	Huey, Marianne	Course of Study	1 day
11/30/2012	Huey, Marianne	Course of Study	1 day
11/15/2012	Jackson, Amy	New Tech	1 day
11/27/2012	Jackson, Amy	Field Trip	1 day
11/30/2012	Jackson, Chad	Athletics	1 day
11/1/2012	Jordan, Michelle	RttT - Regular Ed	2 days
11/15/2012	Karling, Bryan	Prof Development	1 day
11/14/2012	Knight, Charleita	OCALI	3 days
11/15/2012	Kuchan, Julianne	Miscellaneous Conference - Regular Ed	1 day
11/1/2012	Lawyer, Clay	RttT - Regular Ed	2 days
11/15/2012	Lawyer, Clay	Course of Study	1 day
11/30/2012	Lawyer, Clay	Course of Study	1 day
11/7/2012	Lee, Margie	Power School Training	1 day
11/14/2012	Lee, Margie	Power School Training	1 day
11/2/2012	Lewis, Janie	Field Trip	1/2 day
11/30/2012	Lucas, John	Athletics	1 day
11/15/2012	Lyon, Linda	Reading Recovery Meeting	1/2 day
11/14/2012	Magelaner, Katherine	OCALI	3 days
11/2/2012	Martin, Cheryl	Field Trip	1/2 day
11/7/2012	Martin, Flora	Miscellaneous Conference - Special Ed	1/2 day
11/27/2012	Martin, Flora	Miscellaneous Conference - Special Ed	1/2 day
11/14/2012	Martin, Kimberly	OCALI	3 days
11/2/2012	McCall, Sara	Field Trip	1/2 day
11/8/2012	McCoy, Kelly	Miscellaneous Conference - Special Ed	1 day
11/15/2012	McGlade, Jean	Course of Study	1 day
11/30/2012	McGlade, Jean	Course of Study	1 day
11/7/2012	McKee, Jim	Miscellaneous Conference - Regular Ed	1/2 day

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

Attendance at Meetings/Events (continued)

Date	Employee Name	Reason	Days
11/15/2012	McPherson, Shelley	Reading Recovery Meeting	1/2 day
11/15/2012	Melsheimer, Lisa	Course of Study	1 day
11/30/2012	Melsheimer, Lisa	Course of Study	1 day
11/1/2012	Mercer, Matthew	RttT - Regular Ed	1 day
11/15/2012	Mohler, Stacey	Course of Study	1 day
11/30/2012	Mohler, Stacey	Course of Study	1 day
11/2/2012	Moore, Janice	Early Learning - Preschool	1/2 day
11/16/2012	Moore, Janice	Early Learning - Preschool	1/2 day
11/30/2012	Moore, Janice	Early Learning - Preschool	1/2 day
11/2/2012	Morgan, Patricia	Early Learning - Preschool	1/2 day
11/16/2012	Morgan, Patricia	Early Learning - Preschool	1/2 day
11/30/2012	Morgan, Patricia	Early Learning - Preschool	1/2 day
11/5/2012	Morrison, Steven	Miscellaneous Conference - Regular Ed	1/2 day
11/2/2012	Neal, Michelle	Field Trip	1/2 day
11/16/2012	Near, Heather	RttT - New Tech	1 day
11/15/2012	Nelson, Melissa	Reading Recovery Meeting	1/2 day
11/15/2012	Neptune, Tara	Reading Recovery Meeting	1/2 day
11/15/2012	Newton, Samantha	Course of Study	1 day
11/30/2012	Newton, Samantha	Course of Study	1 day
11/7/2012	Nichols, Michelle	Miscellaneous Conference - Regular Ed	1 day
11/13/2012	Nichols, Michelle	Cluster Training - Regular Ed	1 day
11/28/2012	Nichols, Michelle	Miscellaneous Conference - Regular Ed	1 day
11/15/2012	Norris, Holly	Reading Recovery Meeting	1/2 day
11/2/2012	Norris, Timothy	Field Trip	1/2 day
11/15/2012	O'Neal, Letitia	Course of Study	1 day
11/30/2012	O'Neal, Letitia	Course of Study	1 day
11/27/2012	Pennington, Rhonda	Field Trip	1 day
11/29/2012	Pennington, Rhonda	Field Trip	1 day
11/2/2012	Radcliff, Vicki	Field Trip	1/2 day
11/15/2012	Reynolds, Inzie	Course of Study	1 day
11/30/2012	Reynolds, Inzie	Course of Study	1 day
11/9/2012	Riley, Todd	Athletics	1/2 day
11/1/2012	Ripple, Brooke	RttT-Regular Ed	1 day
11/16/2012	Robinson, Matthew	RttT - New Tech	1 day
11/15/2012	Rollison, Sarah	New Tech	1 day

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

Attendance at Meetings/Events (continued)

Date	Employee Name	Reason	Days
11/19/2012	Rudloff, Stephanie	Field Trip	1 day
11/1/2012	Sampsel, Kendra	RttT - Regular Ed	1 day
11/2/2012	Sampsel, Kendra	RttT - Regular Ed	1 day
11/16/2012	Schmid, Kathleen	Miscellaneous Conference - Regular Ed	1 day
11/5/2012	Seevers, Patricia	Miscellaneous Conference - Special Ed	1/2 day
11/8/2012	Seevers, Patricia	Miscellaneous Conference - Special Ed	1 day
11/14/2012	Seevers, Patricia	OCALI	3 days
11/8/2012	Sites, Katrina	Miscellaneous Conference - Special Ed	1 day
11/30/2012	Smith, Douglas	Field Trip	1/2 day
11/2/2012	Stafford, Roberta	Field Trip	1/2 day
11/30/2012	Stallard, Mark	Athletics	1 day
11/1/2012	Taylor, Heather	Miscellaneous Conference - Regular Ed	1 day
11/2/2012	Tolley, Judy	Field Trip	1/2 day
11/29/2012	Tolley, Judy	RttT - Regular Ed	1 day
11/30/2012	Tolley, Judy	RttT - Regular Ed	1 day
11/8/2012	Tompkins, Laura	Athletics	2 days
11/15/2012	Turner, Jo Ann	Reading Recovery Meeting	1/2 day
11/16/2012	Twiggs, Howard	Miscellaneous Conference - Special Ed	1/2 day
11/30/2012	Tysinger, Jeffrey	Athletics	1 day
11/1/2012	Tysinger, Laloni	RttT - Regular Ed	1 day
11/14/2012	Ulbrich, Mark	Miscellaneous Conference - Regular Ed	1 day
11/15/2012	Ulbrich, Mark	Miscellaneous Conference - Regular Ed	1 day
11/16/2012	Ulbrich, Mark	Miscellaneous Conference - Regular Ed	1 day
11/15/2012	Vandenbark, Gay	Course of Study	1 day
11/30/2012	Vandenbark, Gay	Course of Study	1 day
11/15/2012	Wahl, Darla	RttT - New Tech	1 day
11/8/2012	Waite, Mindy	Field Trip	1/2 day
11/27/2012	Waite, Mindy	Field Trip	1 day
11/14/2012	Williams, Jenny	Field Trip	1 day
11/1/2012	Wilson, Ashley	RttT - Regular Ed	2 days
11/2/2012	Zorne, Doug	Field Trip	1/2 day

_____ 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**

6. Organizational Meeting Date

Approve the Organizational Meeting be held on January _____, 2013 at _____ p.m.
The regular monthly meeting of the Board of Education will meet on January _____, 2013
at _____ p.m.

_____ 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**

Policy Items for Consideration:

- 1220 Employment of the Superintendent
- 1310 Employment of the Treasurer
- 1411 Whistleblower Protection
- 1422 Non Discrimination and Equal Employment Opportunity
- 1520 Employment of Administrators
- 2260 Non Discrimination and Access to Equal Educational Opportunity
- 2340 Field and Other District-Sponsored Trips
- 2623 Student Assessment and Academic Intervention Services
- 2623.02 Third Grade Reading Guarantee
- 3120 Employment of Professional Staff
- 3120.04 Employment of Substitute Teachers
- 3120.05 Employment of Professional Staff Members in Summer School and
Adult Education Programs
- 3120.06 Selecting Student Teachers/Administrative
- 3120.07 Employment of Casual Resource Personnel
- 3120.08 Employment of Personnel for Co-Curricular/Extra-Curricular Activities
- 3122 Non Discrimination and Equal Employment Opportunity
- 3142 Non-Renewal of a Teacher Contract
- 3211 Whistleblower Protection
- 4120 Employment of Classified Staff
- 4120.04 Employment of Substitutes
- 4120.08 Employment of Personnel for Co-curricular/Extra-Curricular Activities
- 4122 Non Discrimination and Equal Employment Opportunity
- 4211 Whistleblower Protection

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

Policy Items for Consideration (continued)

5112	Entrance Requirements
5136	Personal Communication Devices
5410	Promotion, Academic Acceleration, Placement and Retention
5460	Graduation Requirements
6107	Authorization to Accept and Distribute Electronic Records and to use Electronic Signatures
6320	Purchases
6440	Cooperative Purchasing
6450	Local Purchasing
6460	Vendor Relations
7300	Disposition of Real Property/Personal Property
7530.01V2	Board-Owned Personal Communication Devices
7530.02	Staff Use of Personal Communication Devices
7542	Access to District Technology Resources from Personal Communication Devices
8210	School Calendar
8800	Religious/Patriotic Ceremonies and Observances
8900	Anti-Fraud
5111.01	Homeless Students

I. REPORT/DISCUSSION ITEMS

- **Steve Foreman – RttT Updates**

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.

K. EXECUTIVE SESSION (continued)

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 statues 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