

**ZANESVILLE BOARD OF EDUCATION
REGULAR BOARD MEETING**

November 18, 2025

Mrs. Clark, President called the meeting to order @ 4:30 p.m. Those answering roll call: Mr. Baldwin, Mrs. Buchanan, Mrs. Clark, Mrs. Lee, Mrs. Waite. Also present were Ms. Tompkins, Superintendent and Mr. Young, Treasurer.

#25-365 APPROVAL OF BOARD MINUTES

Mr. Baldwin moved and Mrs. Waite seconded that the Board of Education approves the minutes of the Zanesville Board of Education of the Special Meeting on October 6, 2025, Regular Meeting on October 21, 2025 and Special Meeting on October 30, 2025.

Those voting aye: Mr. Baldwin, Mrs. Buchanan, Mrs. Clark, Mrs. Lee, Mrs. Waite. President declared motion carried.

#25-366 REPORT OF THE TREASURER OF THE BOARD OF EDUCATION

Mrs. Buchanan moved and Mr. Baldwin 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:

- General
- Payroll

Monthly Financials – Zanesville Community High School

Approve the October 2025 minutes, bank reconciliation and financial reports for Zanesville Community High School.

Donations/Grants

Accept the following donation:

\$260.00 from Texas Roadhouse to be used for the PBIS at the middle school.

Accept the following grants:

\$14,722.60 from the The J.W. and M.H. Straker Charitable Foundation to be used for the library updates at Zane Grey Intermediate.

\$738.58 from the Muskingum County Community Foundation to be used for FAFSA expenses at ZHS.

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Those voting aye: Mrs. Buchanan, Mrs. Clark, Mrs. Lee, Mrs. Waite, Mr. Baldwin. President declared motion carried.

#25-367 RESIGNATION – ADMINISTRATIVE

Mrs. Clark moved and Mrs. Buchanan seconded to approve the resignation of James Rudloff, Public Information Officer, effective December 31, 2025. Reason for resignation is retirement.

Approve the resignation of Matthew Hittle, Director of Facilities/Services, effective December 31, 2025. Reason for resignation is personal.

Those voting aye: Mrs. Clark, Mrs. Lee, Mrs. Waite, Mr. Baldwin, Mrs. Buchanan. President declared motion carried.

#25-368 RESIGNATION – CERTIFICATED

Mrs. Lee moved and Mrs. Clark seconded to approve the resignation of Shannon Tabler, Intervention Specialist at Zane Grey Elementary, effective November 28, 2025. Reason for resignation is personal.

Those voting aye: Mrs. Lee, Mrs. Waite, Mr. Baldwin, Mrs. Buchanan, Mrs. Clark. President declared motion carried.

#25-369 RESIGNATION – CLASSIFIED

Mrs. Waite moved and Mrs. Lee seconded to approve the resignation of Almeda Tabler, District Preschool Secretary, effective January 30, 2026. Reason for resignation is retirement.

Those voting aye: Mrs. Waite, Mr. Baldwin, Mrs. Buchanan, Mrs. Clark, Mrs. Lee. President declared motion carried.

#25-370 EMPLOYMENT – CLASSIFIED

Mr. Baldwin moved and Mrs. Waite seconded to approve the following Classified personnel as listed for the 2025-2026 school year, pending appropriate certification requirements and background checks:

Brooke Berry – Special Education Aide 1:1
Salary Schedule: MD Aide – Step 1

Building: John McIntire Elementary
Effective Date: November 19, 2025

Those voting aye: Mr. Baldwin, Mrs. Buchanan, Mrs. Clark, Mrs. Lee, Mrs. Waite. President declared motion carried.

#25-371 EMPLOYMENT – SUBSTITUTES

Mrs. Buchanan moved and Mrs. Clark seconded to approve the following Substitutes as listed, as and when needed, pending appropriate certification and background checks for the 2025-2026 school year:

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Maintenance

Mandy Samson

Those voting aye: Mrs. Buchanan, Mrs. Clark, Mrs. Lee, Mrs. Waite, Mr. Baldwin. President declared motion carried.

#25-372 SUPPLEMENTAL CONTRACT

Mrs. Clark moved and Mrs. Buchanan seconded to approve the resignation of Chelsea Vincent, Junior Varsity (1/2) and Varsity (1/2) Cheerleading Advisors for Winter session 2025-2026 effective November 11, 2025. Reason for resignation is personal.

Those voting aye: Mrs. Clark, Mrs. Lee, Mrs. Waite, Mr. Baldwin, Mrs. Buchanan. President declared motion carried.

#25-373 VOLUNTEERS

Mrs. Lee moved and Mrs. Clark seconded to approve the following volunteers as listed for the Zanesville City Schools for the 2025-2026 school year pending appropriate backgrounds checks:

Name	Building	Type
Randal Clark	ZGE	Community
Becky Salahub	JME	Parent

Those voting aye: Mrs. Lee, Mrs. Waite, Mr. Baldwin, Mrs. Buchanan, Mrs. Clark. President declared motion carried.

#25-374 BOARD MEMBER – MID EAST CAREER AND TECHNOLOGY CENTER

Mrs. Waite moved and Mrs. Lee seconded to approve the appointment of Lori Lee to serve on the Board of Education of the Mid-East Career and Technology Center for a three-year term effective January 1, 2026 and expiring December 31, 2028.

Those voting aye: Mrs. Waite, Mr. Baldwin, Mrs. Buchanan, Mrs. Clark. Mrs. Lee Abstained. President declared motion carried.

#25-375 MVHC CLINIC ZGI – CHANGE ORDER

Mr. Baldwin moved and Mrs. Waite seconded to approve the following change order with Paul Construction Company related to the remodeling of the new MVHC clinic at Zane Grey Intermediate.

Change Order	Description	Amount
CO-004	Mezzanine Railing Replacement	\$4,280.00

Those voting aye: Mr. Baldwin, Mrs. Buchanan, Mrs. Clark, Mrs. Lee, Mrs. Waite. President declared motion carried.

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#25-376 VEHICLE DISPOSAL

Mrs. Buchanan moved and Mr. Baldwin seconded to approve scrapping the 2007 Ford F2S pickup truck to Just Junk It for \$350.

Those voting aye: Mrs. Buchanan, Mrs. Clark, Mrs. Lee, Mrs. Waite, Mr. Baldwin. President declared motion carried.

#25-377 EXECUTIVE SESSION

Mrs. Clark moved and Mrs. Buchanan seconded to enter into executive session @5:32 p.m.

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 Personnel matters

 X to consider the dismissal, discipline, or demotion of employee(s)
or students

 X conference with an attorney

Those voting aye: Mrs. Clark, Mrs. Lee, Mrs. Waite, Mr. Baldwin, Mrs. Buchanan. President declared motion carried.

#25-378 RETURN FROM EXECUTIVE SESSION

Mrs. Clark moved and Mrs. Buchanan seconded to return from executive session @6:14 p.m.

Those voting aye: Mrs. Clark, Mrs. Lee, Mrs. Waite, Mr. Baldwin, Mrs. Buchanan. President declared motion carried.

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#25-379 ADJOURNMENT

Mrs. Lee moved and Mrs. Clark seconded that the Zanesville City Schools Board of Education meeting is adjourned @ 6:14 p.m.

Those voting aye: Mrs. Lee, Mrs. Waite, Mr. Baldwin, Mrs. Buchanan, Mrs. Clark. President declared motion carried.



President



Treasurer

