

Board of Education Regular Meeting

March 18, 2025

4:30 P.M.

Zanesville City Schools

Zanesville High School

1701 Blue Ave.

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

Zanesville City Schools, the district you will never outgrow!

VISION STATEMENT

A STRONG FUTURE FOR ALL

MISSION STATEMENT

ZANESVILLE CITY SCHOOLS EMPOWERS ALL STUDENTS TO REACH THEIR
FULL POTENTIAL WITHIN A SAFE AND DIVERSE ENVIRONMENT.

CORE VALUES

COLLABORATION
COMMUNICATION
RESILIENCE
SUPPORTIVE AND TRUSTING RELATIONSHIPS

GOALS

FINANCIAL STABILITY
ACADEMIC PROGRAMMING
STUDENT WELL-BEING AND SERVICES
COMMUNITY RELATIONS

We are Blue Devils! We are Family! We are One!

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Student Achievement Liaison – Lori Buchanan
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Business Advisory Council – Mindy Waite, Lori Buchanan

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C. ROLL CALL – Mike Young

_____ Baldwin _____ Buchanan _____ Clark _____ Lee _____ Waite

D. INTRODUCTION OF GUEST

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
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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 February 18, 2025.

_____ 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. February Financial Reports

Approve the following financial reports:

Financial report by fund
Expenditure report
Investment report

2. Reconciliations

Approve the following reconciliations for February:

General
Payroll

3. Monthly Financials – Zanesville Community High School

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

4. Unclaimed Funds - Transfer

Approve the transfer of \$14,214.28 from the Unclaimed Money Fund to the General Fund. These funds have gone unclaimed for over five years and should a claim be made on these funds in the future it will be paid from the General Fund.

**I. REPORT OF THE TREASURER OF THE BOARD OF EDUCATION – Mike Young
(con’t)**

5. Donations/Grants

Accept the following grants:

\$150,000.00 from The J.W. and M.H. Straker Charitable Foundation to be used for the Athletic Performance Center project.

\$7,875.00 from The J.W. and M.H. Straker Charitable Foundation to be used by Zane Grey Elementary for the Dedicated Devil Program.

6. Workers’ Compensation Group Rating Program

Approve the enrollment in the 2026 Workers’ Compensation Group Retrospective Program sponsored by Ohio SchoolComp (a program of OASBO & OSBA) administered by Sedgwick. The reenrollment fee is \$3,845.

_____ 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 - Administrative

Approve the resignation of Jeffrey Moore, Executive Director/Principal at Zanesville Community High School, effective July 31, 2025. Reason for resignation is retirement.

Approve the resignation of Charles(Doug) Baker, Supervisor of Community School Compliance and Operations, effective July 1, 2025. Reason for Resignation is retirement.

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

_____ Clark _____ Lee _____ Waite _____ Baldwin _____ Buchanan

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

2. Resignations - Certificated

Approve the resignation of Molly Denton, Teacher at Zanesville Middle School, effective June 1, 2025.
Reason for resignation is retirement.

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

_____ Lee _____ Waite _____ Baldwin _____ Buchanan _____ Clark

3. Resignations - Classified

Approve the resignation of Patty West, Food Service at Zanesville High School, effective July 31, 2025.
Reason for resignation is retirement.

Approve the resignation of Lisa Arter, Building Secretary at Zane Grey Intermediate, effective July 1, 2025. Reason for resignation is retirement.

Approve the resignation of Mark Wilson, Custodian at Zanesville High School, effective February 28, 2025. Reason for resignation is personal.

Approve the resignation of Chad Mumaw, Head Maintenance/Grounds Crew Chief from the position of Grounds Crew Chief effective February 28, 2025. He will remain in the Head Maintenance position.

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

_____ Waite _____ Baldwin _____ Buchanan _____ Clark _____ Lee

4. Employment - Classified

Approve the employment of Zachary Elson as a part-time bus driver effective March 17, 2025 through the end of the 2024-25 school year. Hourly rate of pay will be Step 0 from the Transportation Salary Schedule.

_____ 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. Employment - Substitutes

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

Aide/Bus Aide		
Janice Moody		

Maintenance		
Pamela Paul	Tricia Reilly	

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

_____ Buchanan _____ Clark _____ Lee _____ Waite _____ Baldwin

6. Employee Transfers

Approve the transfer of Rick Foraker, Grounds Crew Worker to reflect Grounds Crew Chief, effective February 19, 2025 pending required certification and background check. Rate of pay to be Maintenance II, Step 13 from the appropriate salary schedule.

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

_____ Clark _____ Lee _____ Waite _____ Baldwin _____ Buchanan

7. Volunteers

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

Name	Building	Type
Johnathan Travis	ZGE/ZGI	Parent
Megan Lansing-Travis	ZGE/ZGI	Parent
Jericha Carpenter	ZHS/Band	Community

_____ 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)**

8. 21st Century After School Program - Teachers

Approve the following personnel as listed as After-School Program teachers at a rate of \$30 per hour as and when needed for a portion of the 2024-2025 school year: Teachers will be funded by 21st Century Grants.

Zane Grey Intermediate
Misty Baird

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

_____ Waite _____ Baldwin _____ Buchanan _____ Clark _____ Lee

9. Supplemental Contracts

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
Tiana	Young	Spring	ZHS Drama Club	Advisor (pro-rated effective 3.12.2025)	VII
Garrett	Young	Spring	ZMS Track	Coach	VIII
Melena	Moore	Spring	ZMS Track	Coach	VIII

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

_____ Baldwin _____ Buchanan _____ Clark _____ Lee _____ Waite

10. Field Maintenance

Approve a stipend for Derek Reed in the amount of \$10,000 for the maintenance of the baseball and softball fields at Zanesville High School for the 2025 calendar year.

_____ 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 (con't)**

11. Contracts and Salary Notifications - Administrative/Admin Support

Approve the following Administrative and Administrative Support Contracts and Salary Notifications as listed for the 2025-2026 school year:

Classification	Last Name	First Name	Department	Contract Issued 2025-2026	Class	Step 2025-2026
Administrative	Achauer	Abbey	Principal	3	EP11(5-9)	8
Administrative	Amspaugh	Alyssa	Principal	SN	EP11(0-4)	4
Administrative	Appleman	Kevin	Executive Director of Operations	SN	NLED(20-24)	22
Administrative	Bunting	Carrie	Director of Student Services/EMIS	3 yr	NLD(0-4)	3
Administrative	Delbrugge	James	JROTC-Commissioned	1 yr	CJO(25+)	29
Administrative	Emmert	Michael	Director of Human Resources/Curriculum 7-12	SN	LD(10-14)	11
Administrative	Fisher	Jacob	Director of Technology	SN	NLD(10-14)	11
Administrative	Gruey	Samantha (Pete)	Psychologist/Virtual	1 yr	SP(5-9)	7
Administrative	Harris	Cedric	Assistant Principal/SpEd Supervisor 7-12	2 yr	AP12(5-9)	5
Administrative	Hilliard	Stephanie	Assistant Principal	2 yr	AP10(0-4)	3
Administrative	Hitchens	Mary (Libby)	Principal	SN	HSP(10-14)	10
Administrative	Hittle	Matthew	Director of Facilities/Services	SN	NLD(15-19)	17
Administrative	Hoskinson	Michelle	Special Education Supervisor	SN	AP12(0-4)	4
Administrative	Johnson	Curtis	JROTC-Non-Commissioned	1 yr	NJO(0-4)	1
Administrative	Jordan	Michelle	Director of Exceptional Education	3 yr	LD(15-19)	18
Administrative	Lawyer	Clay	Associate Assistant Principal	2 yr	AP10(0-4)	2
Administrative	Omen	Erin	Assistant Principal	2 yr	AP10(15-19)	19
Administrative	Seekatz	Linda	School Psychologist	SN	SP(25+)	27
Administrative	Seekatz	Nate	Dean of Students	2 yr	DS(15-19)	15
Administrative	Stallard	Mark	Dir.of Title I/Federal Programs/K-6 Curriculum	3 yr	LD(25+)	26
Administrative	Tolley	Judy	Assistant Principal	SN	AP11(0-4)	4
Administrative	Tonnous-Hoff	Mercedes	Assistant Principal	SN	AP10(0-4)	1
Administrative	Vogelsang	Stephen	Certified District Chef	2 yr	CDC(20-24)	21
Administrative	Weingart	Megan	Principal	SN	EP11(5-9)	6
Administrative	White	Aaron	Assistant Principal	SN	AP10(5-9)	9
Administrative	Williams	Adrian	Principal	SN	MSP(5-9)	5
Administrative	Williams	Kevin	Food Service Manager	2 yr	NLM(5-9)	6

Administrative	Winland	Matthew	Assistant Principal	SN	AP10(0-4)	1
Administrative	Young	Garrett	Dean of Students	2 yr	DS(0-4)	2
Admin/Support Staff	Brown	Michael	Professional Security Guard	1 yr	PSG(10-14)	12
Admin/Support Staff	Curry	Fred	Attendance Officer / Professional Security Guard	SN	PSG(20-24)	21
Admin/Support Staff	Curry	Teresa	Assistant Treasurer - Budgetary	2 yr	NLS(5-9)	9
Admin/Support Staff	Dodson	Joyce	Benefits Coordinator	2 yr	NLS(5-9)	9
Admin/Support Staff	Elswick	Paul	Coordinator of Systems & Networking	2 yr	FM(20-24)	24
Admin/Support Staff	Ford	Jane	Transportation Manager	2 yr	FM(0-4)	1
Admin/Support Staff	Grimmett	Kelvin	Professional Security Guard	SN	PSG(10-14)	11
Admin/Support Staff	Hardesty	James	Computer Technician	2 yr	CTB(5-9)	7
Admin/Support Staff	Henthorne	Aaron	Computer Technician	2 yr	CTA(5-9)	9
Admin/Support Staff	Lawler	Kelly	Assistant Treasurer - Payroll Manager	2 yr	NLM(0-4)	1
Admin/Support Staff	Phillips	Marvin	Computer Technician	2 yr	CTB(5-9)	5
Admin/Support Staff	Riley	Johanna	Admin Assistant to the Superintendent	SN	NLS(20-24)	20
Admin/Support Staff	Rudloff	James	Public Information Officer	SN	FM(10-14)	10
Admin/Support Staff	Rutter	Austin	Coordinator of Instructional Support	2 yr	FM(5-9)	9
Admin/Support Staff	VanKirk	Erica	EMIS Coordinator/Powerschool	SN	FM(0-4)	1

_____ 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

12. Zane State College CCP MOU and Data Sharing Agreement

Approve the attached 2025-2026 Memorandum of Understanding (MOU) and Data Sharing Agreement between Zanesville High School/Zanesville City Schools and Zane State College which enables high school students to enroll in public college on a full or part-time basis and complete non-sectarian, non-remedial courses for post-secondary credit or for high school and post-secondary credit.

_____ 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. District Job Description

Approve the attached High School Athletic Director job description.

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

_____ Waite _____ Baldwin _____ Buchanan _____ Clark _____ Lee

14. Memorandum of Understanding - Zanesville-Muskingum County Health Department

Approve a Memorandum of Understanding with the Zanesville-Muskingum County Health Department to provide funding in the amount of \$12,246.91 to be used for the creation of a crosswalk and/or a safe route to school project at National Road Elementary.

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

_____ Baldwin _____ Buchanan _____ Clark _____ Lee _____ Waite

15. Sports Medicine Services Agreement - Muskingum Valley Health Centers

Approve the attached Sports Medicine Services Agreement with Muskingum Valley Health Services, Inc., to provide sports medicine services effective March 17, 2025 through June 1, 2025 at a cost of \$11,700.00.

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

_____ Buchanan _____ Clark _____ Lee _____ Waite _____ Baldwin

J. SUPERINTENDENT'S RECOMMENDATIONS – Laura Tompkins
OTHER RECOMMENDATIONS

16. Policies Items for Adoption:

Approve the following policies for adoption:

Policy - 0131.1	Technical Corrections
Policy - 1422.01	Drug-Free Workplace NEW
Policy - 2271	College Credit Plus Program
Policy - 2340	Field and Other District Sponsored Trips
Policy - 2431	Interscholastic Athletics
Policy - 2460	Special Education
Policy - 5113	Inter-District Open Enrollment
Policy - 5120	Assignment Within District
Policy - 5131	Student Transfers
Policy - 5136.01	Electronic Equipment
Policy - 5223	Released Time for Religious Instruction During the School Day
Policy - 5330	Use of Medications
Policy - 5350	Student Health, Well-Being, and Suicide Prevention
Policy - 5460	Graduation Requirements
Policy - 5610	Removal, Suspension, Expulsion, and Permanent Exclusion of Students
Policy - 5751	Parental Status of Students
Policy - 5780.01	Parents' Bill of Rights NEW
Policy - 6151	Insufficient Funds Checks
Policy - 6460	Vendor Relations
Policy - 7421	Restrooms, Locker Rooms, Shower Rooms and Changing Rooms NEW
Policy - 7440.01	Video Surveillance and Electronic Monitoring
Policy - 8142	Criminal History Record Check for Contracted School Services
Policy - 8452	Automated External Defibrillators ("AED") and Cardiopulmonary Resuscitation
Policy - 8500	Food Service

Policies/Guidelines for Deletion:

Policy 0171 Review of Policy

Guideline 2260.02 Single Gender Classes and Activities

Guideline 5113V1 Admission of Students Participating Under Inter-District Open Enrollment

Guideline 5113V2 Admission of Students Participating Under Inter-District Open Enrollment

_____ 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 (con’t)**

17. Resolution - S.B. 29 Corrections & Special Education Model

Approve the attached resolution pertaining to S.B. 29 Corrections & Special Education Model Policies and Procedures that were released by the Ohio Department of Education and Workforce (ODEW) in December 2024.

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

_____ Lee _____ Waite _____ Baldwin _____ Buchanan _____ Clark

K. REPORT/DISCUSSION ITEMS

L. BOARD COMMITTEE UPDATES

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

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

N. EXECUTIVE SESSION (con't)

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.

_____ Waite _____ Baldwin _____ Buchanan _____ Clark _____ Lee

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.

_____ Baldwin _____ Buchanan _____ Clark _____ Lee _____ Waite