

Board of Education Regular Meeting

November 18, 2025

4:30 P.M.

**Zanesville City Schools
Zane Grey Intermediate
968 Pine Street
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
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

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C. ROLL CALL – Mike Young

_____ Baldwin _____ Buchanan _____ Clark _____ Lee _____ Waite

D. INTRODUCTION OF GUEST

Zane Grey Intermediate - 5th and 6th Grade Project Presentations

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
5. Walk Through

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 Special Meeting on October 6, 2025, Regular Meeting on October 21, 2025 and Special Meeting on October 30, 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. October Financial Reports

Approve the following financial reports:

Financial report by fund
Expenditure report
Investment report

2. Reconciliations

Approve the following reconciliations:

General
Payroll

3. Monthly Financials – Zanesville Community High School

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

4. 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.

_____ 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. Resignation - Administrative

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.

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

_____ Clark _____ Lee _____ Waite _____ Baldwin _____ Buchanan

2. Resignation - Certificated

Approve the resignation of Shannon Tabler, Intervention Specialist at Zane Grey Elementary, effective November 28, 2025. Reason for resignation is personal.

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

_____ Lee _____ Waite _____ Baldwin _____ Buchanan _____ Clark

3. Resignation - Classified

Approve the resignation of Almeda Tabler, District Preschool Secretary, effective January 30, 2026.
Reason for resignation is retirement.

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

_____ Waite _____ Baldwin _____ Buchanan _____ Clark _____ Lee

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

4. Employment - Classified

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 Building: John McIntire Elementary
Salary Schedule: MD Aide Step: 1 Effective Date: November 19, 2025

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

_____ Baldwin _____ Buchanan _____ Clark _____ Lee _____ Waite

5. Employment - Substitutes

Approve the following Substitutes as listed, as and when needed, pending appropriate certification and background checks for the 2025-2026 school year:

Maintenance		
Mandy Samson		

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

_____ Buchanan _____ Clark _____ Lee _____ Waite _____ Clark

6. Supplemental Contracts

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.

_____ 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)**

7. Volunteers

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

_____ 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**

8. Board Member - Mid East Career and Technology Center

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.

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

_____ Waite _____ Baldwin _____ Buchanan _____ Clark _____ Lee

9. MVHC Clinic ZGI - Change Order

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

_____ 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**

10. Vehicle Disposal

Approve scrapping the 2007 Ford F2S pickup truck to Just Junk It for \$350.

_____ 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**

11. Policy Items for Review:

Policy 6830 Audit

Policy 6109 Acceptance of Payment by a Credit Card

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

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.

_____ Clark _____ Lee _____ Waite _____ Baldwin _____ Buchanan

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.

_____ Lee _____ Waite _____ Baldwin _____ Buchanan _____ Clark