

## MORRIS CENTRAL SCHOOL BOARD OF EDUCATION

**Date of Meeting:** August 24, 2023

**Kind of Meeting:** Regular

**Board Members Present:** Mary Dugan, Russell Tilley, Wendy Moore

**Board Members Absent:** Emily Boss, Theresa DeLaurentiis

**Others Present:** Jamie Maistros, Superintendent; Staff Members Diane Walling, Teresa Kane, Jenna Turner, April Vunk; Students Maddie Coleman, Jessica Walling, Alisandra Farmer, Aislinn Ray

The meeting was called to order by President Mary Dugan at 6:30 p.m.

The minutes of the regular meeting of July 10, 2023 and the re-organizational meeting of July 10, 2023 were approved as presented on the motion of Russell Tilley, seconded by Wendy Moore, and carried 3-0.

**Correspondence:** Mary Dugan shared with the Board thank you notes from Thomas Pondolfino, Yana King, Everett Pondolfino, Jessica Walling, and Lincoln Waffle.

**Public Comment:** None

The Student Council students, Maddie Coleman, Alisandra Farmer, Aislinn Ray, Jessica Walling and Advisor Diane Walling talked to the Board about changing the Dress Code. One of the several changes they would like made is to #1 in the Dress Code that says: Extremely brief garments such as tube tops, net tops, halter tops, spaghetti straps, plunging necklines (front and back) and arm openings, see-through garments and garments that bare midriffs are not appropriate. Shorts and skirts should reach mid-thigh.

They would like it changed to read: Students will ensure that the chest, genitals, buttocks, and undergarments are completely covered with opaque (non-see-through) outer clothing that is fastened appropriately and shows no more than 3 inches of midriff.

Jenna Turner talked to the Board about the Stronger Connections Grant that she is applying for. It is for establishing safe, healthy, and supportive learning environments and to prevent and respond to acts of bullying, violence, and hate that impact our school communities.

### **Superintendent's Reports:**

Public Hearing to discuss the Safety Plans was held at this time. Mrs. Maistros said the Safety Team met in July to revise the plan, including the addition of the Remote Learning Plan to be included with the District plan. Our District Plan is available on the website and our Building Plan, a confidential document, will be provided to law enforcement prior to the October 1<sup>st</sup> deadline. We incorporated recommendations from our safety audit into the plans.

Jamie Maistros talked to the Board about the metal detectors. We are waiting for the grant team to facilitate a meeting between the Sheriff's office and our school representatives. We have some sample policies and a draft of a Board policy. There still needs to be discussions about many of the implementation details surrounding our progress.

Jamie Maistros talked to the Board about our ESSER Funding. Much of August has been spent collecting data on how the money was spent. Mrs. Maistros and Shannon Harrington have collected, reviewed, and scanned more than 100 pages of evidence for the ESSER Funding Audit. We should know soon, if we will need to collect and scan more information.

### **Principal's Reports:**

April Vunk presented the Principal's Reports to the Board.

April Vunk told the Board that 93 students were enrolled in Summer CROP. This year pre-kindergarten students were able to attend Summer CROP because of stimulus money. Jimbo the drummer came to CROP with several different drums for the students to see. Field trips were to Interskate 88, Noah's World (PK-2), Oneonta Sports Park (3-8), Rickey Discovery Zoo, and an opening day walk through at the Otsego County Fair. Friday was water days.

April Vunk gave the Board a Summer School Update. Six students attended summer school in four subject areas. All the students passed and will receive course credit.

April Vunk talked to the Board about the Summer Regents. Ten students took Regents Exams on August 16 and 17. The exams have not been graded, yet. One took the Algebra 1 Regents to pass; four took the English Regents, one to pass three for mastery; two took the US History Regents for mastery; two took the Global History Regents to pass and one took the Algebra 2 Regents to pass.

April Vunk talked to the Board about summer professional development. Teachers came in for a total of 30.5 summer professional development days, so far. They worked on ELA, phonics, centers, websites, social studies and science integration, TC3 course training, STEAM, macro-economics, and the open ed science curriculum.

April Vunk gave the Board a 3-8 Assessment Update. The instructional data for teachers to review has been posted but the overall proficiency data is not yet available.

April Vunk talked to the Board about the teacher aide schedules. The schedules have not been finalized due to a few factors that still need to be considered.

April Vunk talked to the Board about upcoming dates. 8/30 7<sup>th</sup> grade orientation at 9:00 a.m.; 8/31 new teacher orientation; 9/5 and 9/6 Superintendent Conference Days; 9/7 first day of school; 9/15 and 9/16 Homecoming.

**Be It Resolved** upon recommendation of the Superintendent, that the Board of Education of the Morris Central School District approve the following:

**The following business items 1 through 13 were approved as presented on the motion of Wendy Moore, seconded by Russell Tilley, and carried 3-0:**

1. Approval of Claim Auditor's Reports and Warrants # 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, and 17 as presented.
2. Approval of the Treasurer's Report for the month of July 2023, as presented. The bank statements did not arrive in time for the Board meeting.
3. Approval of the Central Treasurer's Report for the month of July 2023, as presented.
4. **Be It Resolved** that the Board of Education of the Morris Central School District approves the Final AS-7 Contract for the 2022-2023 BOCES Educational Services at a cost of \$1,200,954.95, retroactive to August 8, 2023.
5. **Be It Resolved** that the Board of Education of the Morris Central School District approves the Budget Transfer Report of \$1,819.33, retroactive to June 30, 2023.
6. **Be It Resolved** that the Board of Education of the Morris Central School District approves the contract with Access Therapy for Physical Therapy Services for the 2023-2024 school year. The services will be 2 days a week (7 hours a week) for 10-months, September 6, 2023 through June 21, 2024, at a cost of \$20,700. The District will be billed monthly. If additional services are required, the District will be charged \$75 per hour and billed monthly.
7. **Be It Resolved** that the Board of Education of the Morris Central School District approve increasing school lunches by five cents for the 2023-2024 school year. PK-5 is \$2.30 and 6-

12 is \$2.55. Breakfast prices will remain at the 2022-2023 rates. PK-5 is \$1.50 and 6-12 is \$1.75. We received a grant and all students' meals are free this year. They will be charged for any extra items they purchase.

8. **Be It Resolved** that the Board of Education of the Morris Central School District approves the Morris Educational Support Staff Association Contract starting on July 1, 2023 through June 30, 2026, as presented.
9. **Be It Resolved** that the Board of Education of the Morris Central School District accepts the State of New York Office of the State Comptroller Audit for the period of July 1, 2019 through December 31, 2022 and the Letter of Response that was sent to the Comptroller's Office on June 23, 2023.
10. **Be It Resolved** that the Board of Education of the Morris Central School District approves the creation of the position of Instructional Support and Student Success Leader, as attached. (See Attachment #1)
11. **Be It Resolved** that the Board of Education of the Morris Central School District approves the creation of the position of Dean of Students, as attached. (See Attachment #2)
12. **Be It Resolved** that the Board of Education of the Morris Central School District approves the Tax Warrant for the 2023-2024 school year in the amount of \$3,232,901. The amount of the Library Tax is \$65,000, as attached. (See Attachment #3)
13. **Be It Resolved** that the Board of Education of the Morris Central School District approves the Memorandum of Agreement between the Morris Central School District and the Morris Teachers Association stating the Instructional Support and Student Success Leader is a non-union position. It also allows April Vunk to take a one year leave from teaching without losing her seniority credit.

**The following personnel items 1 through 17 were approved as presented on the motion of Russell Tilley, seconded by Wendy Moore, and carried 3-0:**

1. Approval of the resignation of Brian Breck as the probationary principal, retroactive to August 4, 2023.
2. Approval of Katharine Smith as Interim Principal, retroactive to August 9, 2023. Ms. Smith will be paid \$500 per diem or \$100 per hour if she needs to work for less than half a day.
3. Approval of Taryn Ostroff as a long-term substitute for Caitlin Smith's maternity leave, September 5 through approximately October 13, 2023. Ms. Ostroff will be paid \$205.00 per diem. When Ms. Smith returns, Ms. Ostroff will return to her position as permanent substitute for the remainder of the 2023-2024 school year, she will be paid \$139.00 per diem and is eligible for individual health insurance at 20% contribution.
4. Approval of Alexandra Stankowitz as a permanent substitute for the 2023-2024 school year. Ms. Stankowitz will be paid \$134 per diem and is eligible for individual health insurance at a 20% contribution.
5. Approval of Mollie Gray as a one-year long-term substitute as a Spanish teacher for the 2023-2024 school year. Ms. Gray's salary is \$52,000.
6. Approval of Brianne Thompson as a one-year long-term substitute as a vocal music teacher for the 2023-2024 school year. Ms. Thompson's salary is \$41,000 and is eligible for family health insurance at the MTA rate. Ms. Thompson is working on getting her teaching certification.
7. Approval of Brianne Thompson as Choral Director with a stipend of \$1,000.

8. Approval of Patrick Harmer and Jenna Turner as Senior Class Advisors. Mr. Harmer's stipend will be \$959 and Ms. Turner's stipend will be \$929.
9. Approval of Elizabeth Bubadias as a probationary Head Bus Driver, retroactive to August 7, 2023. Mrs. Bubadias' salary is \$42,000, prorated August 7, 2023 through June 30, 2024.
10. Approval of the resignation of Stephani Mitcham as a teacher aide effective September 4, 2023.
11. Approval of Stephani Mitcham as a probationary LTA effective September 5, 2023. Ms. Mitcham's salary will be \$22,882 plus \$165 for 5 years' longevity stipend for a total of \$23,047.
12. Approval of April Turnbull Vunk as a probationary Instructional Support of Student Success Leader effective August 25, 2023. Mrs. Vunk's salary will be \$90,000, prorated August 25, 2023 through June 30, 2024, as per Mrs. Vunk's Terms of Employment, as attached. (See Attachment #4)
13. Approval of the following mentors for the 2023-2024 school year:  
  
Kelly Catella for Ryan Mason with a stipend of \$225  
Jody Bolton for Eileen Hartnett with a stipend of \$225  
Julene Waffle for Brianne Thompson with a stipend of \$250
14. Approval of Heather Grant as mentor for Kyle Szokoli for the 2023-2024 school year. Mrs. Grant's stipend will be \$225.
15. Approval of the resignation of Reece Thorsland as a probationary elementary teacher effective August 31, 2023.
16. Approval of Lisa Coyle as a probationary teacher aide effective September 5, 2023. Mrs. Coyle's salary will be \$19,143.
17. Approval of Bryan Schechner as a long-term substitute to cover the maternity leave of Carly Norton starting on September 5 through October 31, 2023. Mrs. Norton expects to return to work on November 1, 2023.

**The following Administrative 1 through 6 were approved as presented on the motion Wendy Moore, seconded by Russell Tilley, and carried 3-0:**

1. **Be It Resolved** that the Board of Education of the Morris Central School District approves the second reading and approval of the revisions of the following policy:  
  
Policy #5680 – District Wellness Policy
2. **Be It Resolved** that the Board of Education of the Morris Central School District approves the Code of Ethics for the 2023-2024 school year.
3. **Be It Resolved** that the Board of Education of the Morris Central School District approves the revisions to the Code of Conduct for the 2023-2024 school year.
4. **Be It Resolved** that the Board of Education of the Morris Central School District approves the revisions to the Building Safety Plan for the 2023-2024 school year. This is a Confidential document.
5. **Be It Resolved** that the Board of Education of the Morris Central School District approves the revisions to the District Safety Plan, Pandemic Plan, and Remote Learning Plan for the 2023-2024 school year.

6. **Be It Resolved** that the Board of Education of the Morris Central School District approves the transportation request for Levi and Kaedin VanEchaute to be transported to the Otsego Christian Academy in Otego, New York for the 2023-2024 school year.

**Public Comment:** April Vunk said the Dress Code presentation was very professionally done. Students said if the bus garage was demolished they would like to see a volleyball court or badminton court. They also said they would like to have the weight room opened two or three nights a week.

The Board went into executive session at 7:44 p.m. to discuss personnel Issues, and CSE/CPSE on the motion of Russell Tilley, seconded by Wendy Moore, and carried 3-0.

The Board came out of executive session at 9:00 p.m. on the motion of Russell Tilley, seconded by Wendy Moore and carried 3-0.

On the motion Russell Tilley, seconded by Wendy Moore, and carried 3-0: the IEP's of the specified CSE students' plans #2995, 2999, 3001, 2759, 2680, 3000, 2979, 3063, 2743, 2892, 3202, 3201, 2574, 2927, 2566, 2658, 2569, 2656, 2690, 3286, 3012, 3102, 2876, 2939, 3094, 2988, 3166, 3195, 3049, 2905, 2642, 2616, 2886, 2955, 2756, 2823, 2928, 2750, 2482, 3113, 2857, 2802, 3128, 2857, and 2680 were approved as presented. Students' Individual Education Plans (IEP) was viewed online, in executive session, on an as needed basis.

On the motion of Russell Tilley, seconded by Wendy Moore, and carried 3-0: the IEP's of the specified CPSE students' plan #3248 was approved as presented. Students' Individual Education Plans (IEP) was viewed online, in executive session, on an as needed basis.

The Board adjourned at 9:01 p.m. without further discussion on the motion of Wendy Moore, seconded by Russell Tilley and carried 3-0.

Respectfully submitted,



Judy B. Matson  
District Clerk

# Morris Central School

# 1

## Vacancy Notice

### Instructional Support and Student Success Leader

#### Job Description

**Assignment:** One-year, full-time, 12-month Leadership Position

**Reports To:** Superintendent

#### Qualifications:

1. Tenured faculty appointment
2. Possesses valid teaching certification
3. Minimum five (5) years of successful teaching experience
4. Leadership/administrative experience preferred
5. Progression toward school-building leadership certification is preferred

#### General Responsibilities

The Instructional Support and Student Programs Leader will assist in the general operations of the PK-12 programming, supervision, and instructional support. He/she will also fulfill the role of the Building Principal upon their absence.

#### Roles and Responsibilities

- Understands and promotes the district's mission, vision, and goals.
- Aids in the development and promotion of high standards and achievement for faculty, staff, and students.
- Assists in the evaluation, revision, and implementation of district curriculum.
- Leads and attends faculty/support staff/instructional leader/RTI/BOE meetings as needed.
- Assists in the administration of all NYS assessments.
- Works collaboratively to monitor and support the effective implementation of AIS and RTI services.
- Evaluates the professional development needs of the faculty and staff and works to recruit and implement PD opportunities and support faculty in continued growth.
- Assists the principal in the effective supervision of the K-12 student body.
- Supports the supervision of student programming, including after-school activities.
- Ensures the implementation of the Student Code of Conduct, administering student consequences in a fair, equitable, and logical manner.
- Develops student management plans in consultation with parents to support positive student growth.
- Monitors student attendance and works with families to reduce the barriers to consistent attendance.
- Coordinates the student activity program with advisors by developing fundraising schedules, community service plans, and building events.
- Supervises, trains, and evaluates all support staff, including substitutes.
- Assists in the review and updating of the faculty and staff handbook.
- Promotes and encourages the communication of positive school news.
- Assists with daily operations of the school building, including arrival, dismissal, and lunch.
- Assists with other tasks assigned by the Superintendent.

# 2

## **Morris Central School**

### **Vacancy Notice**

### **Dean of Students**

#### **Job Description**

**Assignment:** One-year, part-time, 10-month (+10 Days) Leadership Position

**Reports To:** Building Principal

#### **Qualifications:**

1. Possesses valid teaching certification
2. Successful teaching experience at Morris Central School
3. Leadership/administrative experience preferred
4. Progression toward school-building leadership certification preferred

#### **General Responsibilities**

The Dean of Students will assist in the general operations of the PK-12 programming by supporting students and staff.

#### **Roles and Responsibilities**

- Counsel students, administer progressive discipline under the supervision of an administrator, and monitor student attendance.
- Oversee student in-school suspensions, detentions, restorative practices, determinations for issuing out-of-school suspensions, and Superintendent's Hearings.
- Supervise/attended after-school extracurricular activities.
- Attend faculty/support staff/instructional leader/RTI/BOE meetings as needed.
- Assist with required testing, including schedules, procedures, protocol, security, proctoring, and grading.
- Work collaboratively with staff to improve student outcomes.
- Maintain high standards of student conduct through a focus on prevention, communication with parents, RTI program, and high expectations.
- Assist with grants in order to positively impact student opportunities.
- Establish effective communication and maintain positive relationships with district stakeholders, students, staff, parents, and the community.
- Be aware of and sensitive to issues of diversity and inclusion.
- Assist in planning and providing professional development to meet a variety of needs.
- Assist in the supervision, safety, and well-being of all students, including participation in the safety team, wellness committee, and disaster preparedness drills.
- Assist with other tasks as assigned by the Building Principal.

**MOTION CONCERNING TAX WARRANT**

**(Collector Appointed to Serve on a Salary Basis)**

Motion made by Wendy Moore Seconded by Russell Tilley  
Resolved

To the collector of Morris Central school district No. 1 Town(s) of Morris, New Lisbon, Pittsfield, and Laurens County(ies) of Otsego  
New York State.

You are hereby commanded:

1. To give notice and start collection on September 1, 2023  
(in accordance with the provisions of \_\_\_\_\_ Date  
Section 1322 of the Real Property Tax Law)
2. To give notice that tax collection will end on October 31, 2023  
Date
3. To collect taxes in the total sum of \$3,232,901 in the same manner that  
collectors are authorized to collect town and county taxes in accordance with the  
provisions of Section 1318 of the Real Property Tax Law.
4. To collect taxes in the total sum of \$65,000 and pay over such monies to the trustees of  
the Village Library of Morris.
5. To make no changes or alterations in the tax warrant or the attached tax rolls but shall  
return the same to the Board of Education. The board may recall its warrant and tax roll  
for corrections of errors or omissions in accordance with the provisions of Section 1316  
of the Real Property Tax Law.
6. To forward by mail to each owner of real property listed on the Tax rolls within ten days  
after the start of collection a statement of taxes due on his property on press-numbered  
tax bill forms provided by the school district in accordance with the provisions of Section  
922 of the Real Property Tax Law. To forward by mail, without interest penalties, to the  
office of the county treasurer a detailed tax bill of all state land parcels liable for taxes on  
the school tax rolls in accordance with provisions of sections 540 and 544 of the Real  
Property Tax Law.
7. To receive from each of the taxable corporations and natural persons the sums listed on  
the attached tax rolls without interest penalties when such sums are paid before the end of  
the first month of the tax collection period. To add two per cent interest penalties to all  
taxes collected during the second month of the tax collection and to add three per cent  
interest penalties to all taxes collected during any part of the third month of the tax  
collection period and to account for such sums as income due the school district.
8. To issue press-numbered receipts only on forms provided by the school district in  
acknowledgment to receipt of payments of taxes and to retain, preserve and file exact  
carbon copies of all such receipts issued as required by Section 987 of the Real Property  
Tax Law.



9. To promptly return the warrant at its expiration and if any taxes on the attached tax rolls shall be unpaid at the time, deliver an accounting thereof on forms showing by town the total assessed valuation, tax rate, the total tax levy, the total amounts collected and the total amounts remaining uncollected as required by Section 1330 of the Real Property Tax Law.

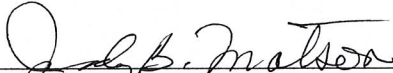
The warrant is issued pursuant to Sections 940, 912, and 914 of the Real Property Tax Law and is delivered in accordance with Sections 1306 and 1318 of this law. It is effective immediately after it is properly signed by a majority of the members of the board of education. The warrant shall expire on the date stated above unless a renewal or extension has been endorsed on the face of this warrant in writing in accordance with Section 318, subdivision 2 of the Real Property Tax Law.

Ayes   3  

Nays   0  

Two Board members were absent.

Motion Carried

  
\_\_\_\_\_  
Judy B. Matson, District Clerk

  8/24/23    
Date

#4

August 25, 2023

April Turnbull Vunk



Dear April:

On August 24, 2023, the Morris Central School Board of Education approved your terms of employment as Instructional Support and Student Success Leader (ISSSL) for the 2023-2024 school year, effective August 25, 2023.

If you agree with the following terms of employment, please sign and return to Mrs. Matson.

Sincerely,

Jamie E. Maistros  
Superintendent

JEM/jbm

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<b>Employment Benefits:</b>	<b>2023-2024</b>
Salary:	\$90,000 (Prorated 8/25/23-6/30/23)
Sick Days:	12 (accumulate up to the maximum of 215 days) Employee will bring in 59.5 sick days as of August 25, 2023
Personal Days:	3 (unused convert to sick days)
Vacation Days:	20 (Allowed to carry-over 5 unused vacation days to a maximum of 25 days.)
Working Schedule:	12-months
Paid Holidays:	14
Hire Date:	August 25, 2023

**Health, Dental, and Vision Insurance Contribution:** Insurance will be provided at retirement as per the MTA Contract.

**Buy Out:** Should the employee provide written notification of intent not to participate in the insurance plan, they shall receive \$2,500 per year.

**Bereavement:** 5 days per year. The superintendent may grant additional bereavement days.

**Professional Organization Membership:** District will pay for two memberships into educationally relevant professional organizations agreed upon by employee and superintendent.

**Longevity Stipend:** A longevity stipend will be given after achieving incremental landmarks of service in the District. These landmarks will be at 10, 15, 20, 25, and 30 years of service. Longevity stipends will be added to the base salary after the percentage increase for that year has been calculated. Longevity stipends consist of the following: \$300 (10 and 15 years); \$600 (20, 25, and 30 years).

**Retirement Benefits:** Should the Principal retire from active service from Morris Central School District (after 10 years of service) under conditions which enable her to retire and receive full retirement benefits under the New York State Teachers Retirement System, the District shall pay the same contribution as agreed to in the Morris Central School's Teachers' Association contract for health insurance family coverage.

Should the ISSSL retire from active service from the Morris Central School District (after 10 years of service) she will receive \$75 for each unused sick day not to exceed two hundred fifteen (215) days for a total sum not to exceed \$15,000.

Upon retirement unused vacation days will be paid at the rate of 1/240 of his salary.

Dental and Vision Insurance will be provided at retirement as per the MTA contract.

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Signature

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Date