



HOME of the BUCCANEERS

906 Lakeview Avenue Milford, DE 19963

Phone: (302) 422-1600

**AGENDA FOR MONDAY, DECEMBER 21, 2020 AT 6:00 PM  
REGULAR SCHOOL BOARD MEETING**

*Delaware Governor John Carney issued a proclamation on March 13, 2020 and a subsequent proclamation addressing school boards authorizing public bodies governed by 20 Del. C. §§ 10001 et. seq. to meet electronically due to public health threats caused by COVID-19. As such, the Milford Board of Education will hold this meeting electronically.*

**Public may access this electronic meeting at the following link:**

<https://milford.webex.com/milford/onstage/g.php?MTID=ee8b93dc5e2b6e9d3a35d18eff10de3d6>

**Event password: board**

**To access the meeting via audio conference, members of the public may use the following information:**

**Dial in: 1-415-655-0001**

**Access code: 120 357 3644**

*It is anticipated that the board will open a regular session meeting and adjourn into executive session during the beginning portion of the meeting for the reasons identified below, then return to a regular session meeting at approximately 7:00 pm.*

**1. Call to Order by President**

**2. Roll Call**

\_\_\_\_\_ Mr. R. Baltazar-Lopez

\_\_\_\_\_ Mr. K. Thompson

\_\_\_\_\_ Mr. D. Vezmar

\_\_\_\_\_ Mrs. R. Wiley

\_\_\_\_\_ Mrs. J. Wylie

\_\_\_\_\_ Mr. J. Miller

**3. Adjournment to Executive Session Action Item**

A. Personnel Matters – See 29 Del. C § 10004(b)(9)

1. Discussion of the personnel report and the competencies of staff recommended for hire.

**4. Return to Open Session (anticipated at 7:00 pm) Action Item**

**5. Introduction of Visitors**

6. **Pledge of Allegiance**
7. **Approval of Minutes**
  - A. Regular Meeting Minutes for November 16, 2020 *Action Item*
  - B. Regular Meeting Minutes for December 8, 2020 *Action Item*
8. **Changes to Agenda**
9. **Public Comment**
10. **Superintendent's Report**
  - A. Recognitions
11. **Business – Mrs. Sara Croce**
  - A. Revenue and Expenditure Reports as of November 30, 2020 *Action Item*
  - B. Certificate of Necessity Update
12. **Instruction and Student Programs**
  - A. Director of Student Learning – **Dr. Bridget Amory & Dr. Kate Marvel**
    1. First Read of 1002 Parent Involvement Board Policy
  - B. Director of Student Services – **Ms. Laura Manges**
    1. Disproportionality Findings
    2. December 1<sup>st</sup> Count Overview
13. **Administrative Services – Dr. Glen Stevenson**
  - A. Ross Asbestos Abatement *Action Item*
14. **Board Discussion**
  - A. DSBA Update
  - B. Area D Board Position *Action Item*
15. **Personnel – Dr. Jason Peel**
  - A. Personnel *Action Item*
16. **Adjournment** *Action Item*



MILFORD SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR BOARD MEETING – NOVEMBER 16, 2020

Board Members

Mr. J. Miller – President  
Mr. Baltazar-Lopez –V. President  
Mr. K. Thompson – 6:29PM  
Mr. D. Vezmar  
Mrs. R. Wiley  
Mrs. J. Wylie  
Dr. K. Dickerson, Exec. Secretary

Admin. Present

Dr. Peel  
Dr. Amory  
Mrs. Croce  
Ms. Manges  
Mr. Parsley  
Mrs. Wallace  
Mrs. McKenzie  
Mr. LoBiondo  
Dr. Gaglione  
Mrs. Messick  
Mr. Zoll  
Ms. Alfaro  
Mrs. Forrest  
Dr. Stevenson

Public

S. Whaley  
J. Griffin  
G. Parfitt  
A. Sharp  
S. Puddicombe  
D. Dixon  
K. Mosher  
A. Beisaw  
C. Butasi  
H. Maradiaga  
H. Wilson  
A. McPike  
D. Louis  
C. Bontrager  
C. Conway  
T. Ohrwashel  
S. Bontrager-Thomas  
L. Luff  
A. Aten  
M. Faulkner  
S. Stevenson  
P. Pastor  
D. McKee  
K. Stahl  
K. O'Brien  
J. Ferdirko  
H. Motter  
M. Berningo  
E. Rust

Public

M. Webb  
K. Marvel  
S. Willey  
A. Mahan  
A. Walls  
T. Gerken  
S. Smith  
M. Stone  
J. Dickerson  
S. Geesaman  
J. Rash  
N. Abbate  
J. Lehman  
C. Wise  
L. French  
T. Davis  
C. Henderson  
T. Smith  
T. Hill  
C. Tkach  
T. Pastor  
H. Mantz  
S. Hague  
R. Winkleblech  
L. Lynn-Aladuge  
C. Holleger  
D. Christie

*Media: Brooke Schultz, DE State News*

The Regular Meeting of the Milford Board of Education was called to order by President Miller at 6:01 PM on Monday evening, November 16, 2020.

**ADJOURNMENT TO EXECUTIVE SESSION**

**MOTION MADE BY MR. VEZMAR/SECONDED BY MRS. R. WILEY** to adjourn into Executive Session at 6:03PM. **Motion carried unanimously.**

**Returned to Open Session at 7:06PM.**

**INTRODUCTION OF VISITORS**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

**MOTION MADE BY MR. VEZMAR/SECONDED BY MR. THOMPSON** to approve the Regular Meeting Minutes for October 19, 2020 with correction. **Motion carried unanimously.**

## **SUPERINTENDENT'S REPORT**

### ***Recognitions***

Dr. Dickerson congratulated Summer Davis for being the WBOC Scholar Athlete of the Month for November. Summer is an Honor Roll student and involved in field hockey, tennis, and swimming.

Dr. Dickerson expressed thanks to Yvonne White, Lead Nurse, for her outstanding work as Covid Coordinator and constant contact with Division of Public Health and the students, families and staff in the district.

Thank you to Starkey & Company PA for again sponsoring a family for the holidays; United Church for donating coats to Mispillion Elementary for their Annual Coat Give-A-Way, and Coldwell Bank Resort Realty for holding a toy drive for Milford School District during a Milford Chamber of Commerce event on December 3.

Dr. Dickerson recognized Mrs. Croce for her excellent work on preparing the Certificate of Necessity for the Milford Middle School – Lakeview Avenue Property.

### ***Certificate of Necessity for Milford Middle School – Lakeview Avenue Property***

Mrs. Croce shared that the Milford School District received approval from the Department of Education for the Certificate of Necessity submitted for the Milford Middle School (Lakeview Avenue) project. Due to current state budget constraints, the project will not receive state funding until Fiscal Year 2023 which begins July 1, 2022. The district is working with state officials to extend the approval of the certificate to correspond with the state funding timeline. The district is appreciative that the state recognized the growth the district is experiencing and the need for additional space.

## **BUSINESS**

### ***Revenue and Expenditure Report***

**MOTION MADE BY MR. THOMPSON/SECONDED BY MRS. R. WILEY** to approve the Revenue and Expenditure Reports as of October 31, 2020. **Motion carried unanimously.**

### ***Sussex County Impact Fees***

Mrs. Croce shared that there have been ongoing meetings regarding a proposal for Sussex County Impact Fees. This is a legislative issue that, if approved, would provide a percentage of building permits in Sussex County to support school construction.

### ***Class Size and 98% Division I Staffing Waiver***

**MOTION MADE BY MRS. R. WILEY/SECONDED BY MRS. J. WYLIE** to approve the Class Size and 98% Division I Staffing Waiver. **Motion carried unanimously.**

## **INSTRUCTION AND STUDENT PROGRAMS**

### ***Student Learning***

#### ***Hybrid Update***

Dr. Marvel stated the 9<sup>th</sup> grade successfully transitioned into the school setting on November 12. The initial survey results showed the district was 70% hybrid, 30% remote split. As we continue to evolve many of our schools look more like 60% hybrid/40% remote split. Morris and Ross have maintained the 70%/30% breakdown. Daily requests from families are received to change from hybrid to remote and remote back to hybrid. The district is working to honor family requests to change their student from hybrid to remote and remote back to hybrid; however, it does impact the staffing and pacing of instruction. Asynchronous learning opportunities are continuing to be refined as student performance and participation is assessed.

### ***Concurrent Teaching Model***

Concurrent Teaching Model is defined as both remote and in-person students interacting with one another and their teacher at the same time and participating in the same lesson. All MHS staff are working with the concurrent model. Teachers in each of the other schools are piloting concurrent teaching.

***Student Services Update***

Ms. Manges reported Educational Diagnostician, Leads, School Psychologists and Case Managers performed excellent work relative to student data and September 30<sup>th</sup> Unit Count processes.

Teams at Ross, Banneker, Mispillion, and MHS completed the Social/Emotional Screener for their students. The data is being disaggregated and students are being identified as low/moderate/high for externalizing and internalizing needs. Student Support Team (SST) meetings are being conducted to assign appropriate interventions based on individual needs. MCA is conducting their screener the week of November 16.

**ADMINISTRATIVE SERVICES**

***Ross Asbestos Abatement – Part 2***

Dr. Stevenson reported half of the Lulu Ross Elementary School asbestos abatement was completed during the summer and expressed thanks to custodial staff from other schools for helping move furniture.

***Banneker Chiller***

The chiller at Benjamin Banneker Elementary School is beginning to show signs of wear and tear. Dr. Stevenson mentioned that the district is beginning to explore new, more efficient models. Minor cap money would fund any replacement.

Dr. Dickerson commented how beautiful all the schools look.

**BOARD DISCUSSION**

***DSBA Update***

Mr. Miller reported that Christina School District is seeking a virtual setting after the pandemic for meetings. Community involvement has increased with virtual settings. Mr. Baltazar-Lopez stated no waivers will be granted for testing. The Board will discuss the JUUL class action lawsuit at a future meeting.

**PERSONNEL**

***Personnel Report***

**RECOMMEND FOR EMPLOYMENT – TEMPORARY CONTRACT\***

DOUGHERTY, Edward

High School – Special Education Teacher

Effective: December 1, 2020

CARRANZA, Jessenia

District – EL Interventionist

Effective: November 23, 2020

O'HARA, Diane

Morris – Kindergarten Teacher

Effective: October 26, 2020

NORMAN, Ashley

District – Student & Family Interventionist

Effective: December 7, 2020

ROBERTS, Alexandra

Mispillion – Special Education Teacher

Effective: TBD

**RECOMMEND FOR EMPLOYMENT\***

ROACH, Valerie  
High School – 3.0 hr. Child Nutrition Worker  
Effective: TBD

VARICE-DENIS, Sepcia  
Central Academy – World Language Paraprofessional – Part-time  
Effective: TBD

**RECOMMEND FOR TEMPORARY HIRE – CLASSROOM AIDE\***

Recommend for employment contingent upon need.

SOLLIE, Margaret  
High School – Classroom Aide  
Effective: TBD

**RECOMMEND FOR EMPLOYMENT – READING TUTOR\***

Recommend for employment contingent upon funding and enrollment.

Banneker  
MCGRAW, Mary

Mispillion  
LAU, Debbie  
NICHOLS, Andrea

Ross  
PLUMMER, Mark  
BROWN, Jodi

**RECOMMEND FOR EMPLOYMENT – AHOY PROGRAM**

Recommend for employment for AHOY contingent upon funding and enrollment.

Banneker  
PAVLIK, Cole – Coordinator  
VEZMAR, Heather  
REYNA, Yaritza  
AYLLON, Lilliana  
FURHMAN, Lurys

Mispillion  
WARNOCK, Shannon – Coordinator  
WALLACE, Katherine  
SHROCK, Emily  
DILL, Diana  
CAMPBELL, Brittany  
WEILER, Amy  
FRKETIC, Sue

ROSS  
SEKSCINSKI, Kim – Coordinator  
BROOKS, Montessa  
LEE, Courtney  
KNOTTS, Tina



WEBB, Kim  
HAMMOND, Stephanie  
JOHNSON, Brittany

**TRANSFER**

SMITH, Craig  
From MCA Night Lead Custodian to MCA Day/Night Custodian  
Effective: November 23, 2020

WEBB, Jeffrey  
From MCA Night Custodian to MCA Night Custodian Lead  
Effective: November 23, 2020

**RESCIND EMPLOYMENT**

SCHULER-KOLTUK, Tanya  
High School – World Language Teacher

**RESIGNATIONS**

SMITH, Stevi  
Morris – Kindergarten Teacher  
Effective: October 23, 2020  
Service to MSD: 2 weeks

ARTIST, Charity  
Banneker – 3.0 Hour Child Nutrition Worker  
Effective: November 13, 2020  
Service to MSD: 4 months

**RETIREMENTS**

TOWE, Debra  
Banneker – Full-Time Paraprofessional  
Effective: January 31, 2021  
Service to MSD: 3 years

GEESAMAN, Sherrise  
MCA – ELA Teacher  
Effective: February 5, 2021  
Service to MSD: 20 years

FIRCH, Sheri  
District – Instructional Technology Coordinator  
Effective: February 1, 2021  
Service to MSD: 28 years

**RECOMMEND FOR EMPLOYMENT – 2020-2021 LIMITED CONTRACTS**

High	Volleyball, Head Coach	HOWARD, Donovan
High	Basketball, Asst. Coach	KING, Derek
High	Basketball, Asst. Coach	COLEMAN, Antonio
High	Swimming, Asst. Coach	DAVIS, Trisha

**RESIGNATION – 2020-2021 LIMITED CONTRACTS**

High	Volleyball, Head Coach	MOTTER, Heather
High	Volleyball, Asst. Coach	JACOBS, Alyssa



RECOMMEND FOR VOLUNTEER COACH – 2020-2021

High	Wrestling, Volunteer Coach	REID, Will
High	Wrestling, Volunteer Coach	DRUMMOND, Chris
High	Wrestling, Volunteer Coach	MOORE, Josh
High	Basketball, Volunteer Coach	GREEN, Wendelon

\*Employment at Milford School District is contingent upon employment verification, education and other credential verifications, the receipt of satisfactory criminal background and child protection registry checks, and adherence to Milford School District policies.

**MOTION MADE BY MR. VEZMAR/SECONDED BY MRS. J. WYLIE** that the Board approve the Personnel Report as presented with Executive Session amendment. **Motion carried unanimously.**

**ADJOURNMENT**

**MOTION MADE BY MR. BALTAZAR-LOPEZ/SECONDED BY MR. VEZMAR** that the Regular Meeting of the Milford Board of Education held on Monday, November 16, 2020 adjourn at 7:50PM. **Motion carried unanimously.**

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Kevin Dickerson, Executive Secretary

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Edna Rust, Recording Secretary

MILFORD SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR BOARD MEETING – DECEMBER 8, 2020

Board Members

Mr. J. Miller – President  
Mr. Baltazar-Lopez –V. President  
Mr. K. Thompson  
Mr. D. Vezmar -absent  
Mrs. R. Wiley  
Mrs. J. Wylie  
Dr. K. Dickerson, Exec. Secretary

Admin. Present

Dr. Peel  
Mrs. Croce

Public

S. Whaley  
E. Rust

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The Regular Meeting of the Milford Board of Education was called to order by President Miller at 8:03 AM on Tuesday morning, December 8, 2020.

**INTRODUCTION OF VISITORS**

**PLEDGE OF ALLEGIANCE**

**JUUL CLASS ACTION LAWSUIT**

Discussion was held regarding the contents of the Juul Class Action Lawsuit.

**MOTION MADE BY MR. THOMPSON/SECONDED BY MRS. R. WILEY** to sign the Juul Class Action Lawsuit.  
**Motion carried unanimously.**

**ADJOURNMENT TO EXECUTIVE SESSION**

**MOTION MADE BY MR. K. THOMPSON/SECONDED BY MRS. R. WILEY** to adjourn into Executive Session at 8:14AM. **Motion carried unanimously.**

**MOTION MADE BY MRS. R. WILEY/SECONDED BY MR. K. THOMPSON** to adjourn Executive Session at 9:37AM. **Motion carried unanimously.**

**PERSONNEL**

***Personnel Report***

**RECOMMEND FOR EMPLOYMENT – ADMINISTRATIVE CONTRACT\***

SHARP, Michael

District – Supervisor of Buildings and Grounds

Effective: January 4, 2021

**RECOMMEND FOR EMPLOYMENT – TEMPORARY CONTRACT\***

BRYAN, Erin

Central – English Teacher

Effective: December 9, 2020

SCOTT, Cody

Central – English Teacher

Effective: February 1, 2021

HATCHET, Sheree

Morris – Kindergarten Teacher

Effective: TBD

LEE, Savannah  
Morris – Kindergarten Teacher  
Effective: January 4, 2021

**RECOMMEND FOR EMPLOYMENT\***

OLIVAS, Rocio  
High School – World Language Full-Time Paraprofessional  
Effective: December 9, 2020

KAMIN, Daphne  
High School – One-on-One Full-Time Paraprofessional  
Effective: December 21, 2020

CASSIDY, Hannah  
Morris – Technical Full-Time Paraprofessional  
Effective: December 14, 2020

HARPER, Jeremy  
High School – Night Custodian  
Effective: December 9, 2020

ROSALES, Karla  
Banneker – Educational Support Part-Time Paraprofessional  
Effective: TBD

**RECOMMEND FOR TEMPORARY HIRE – CLASSROOM AIDE\***

Recommend for employment contingent upon need  
KUHNEL, Marissa  
High School – Classroom Aide  
Effective: December 9, 2020

GAJDA, Patricia  
High School – Classroom Aide  
Effective: December 9, 2020

**RECOMMEND FOR EMPLOYMENT – READING TUTOR\***

Recommend for employment contingent upon funding and enrollment

Ross  
PAGDEN, Haley

**TRANSFER**

MILLER, Brad  
From MHS Night Custodian to MCA Night Custodian  
Effective: December 9, 2020

**RESIGNATION**

HOLLOWAY, Samuel  
Central – Social Studies Teacher  
Effective: December 2, 2020  
Service to MSD: 6 years

**RETIREMENT**

LAYTON, Theresa  
Morris – Kindergarten Teacher  
Effective: End of 2020-2021 School Year  
Service to MSD: 18 years

SMITH, Sue  
Mispillion – School Nurse  
Effective: December 31, 2020  
Service to MSD: 25 years

**RESCIND – 2020-2021 LIMITED CONTRACTS**

Central	Boys Lacrosse, Head Coach	HOLLOWAY, Samuel
High	Boys Tennis, Head Coach	WORLEY, Keegan

**ADMINISTRATOR CONTRACT RENEWALS**

Recommend renewal of administrator contracts beginning July 1, 2020.

Administrator Contracts December 2020					
LNAME	FNAME	JOB TITLE	7/2/2021 COMMENCE	6/30/2022 ENDING	SCHOOL
Buford	Seth	Asst. Principal	07/01/21	06/30/22	High
Diaz	Rene	Asst. Principal	07/01/21	06/30/22	High
Gaglione	Amanda	Asst. Principal	07/01/21	06/30/22	Ross
Cooper	Brandy	Asst. Principal	07/01/21	06/30/22	Central

\*Employment at Milford School District is contingent upon employment verification, education and other credential verifications, the receipt of satisfactory criminal background and child protection registry checks, and adherence to Milford School District policies.

**MOTION MADE BY MR. R. BALTAZAR-LOPEZ/SECONDED BY MRS. R. WILEY** that the Board approve the Personnel Report as presented in Executive Session. **Motion carried unanimously.**

**ADJOURNMENT**

**MOTION MADE BY MR. BALTAZAR-LOPEZ/SECONDED BY MR. K. THOMPSON** that the Regular Meeting of the Milford Board of Education held on Tuesday, December 8, 2020 adjourn at 9:39AM. **Motion carried unanimously.**

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Kevin Dickerson, Executive Secretary

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Edna Rust, Recording Secretary

**MILFORD SCHOOL DISTRICT**  
**Fiscal Year 2021 Monthly Revenue Report**  
**As of November 30, 2020**  
**41.7% of the Fiscal Year completed**

<b>REVENUE SOURCE</b>	<b>Preliminary FY 2021 Budget</b>	<b>Actual to date</b>	<b>% received</b>
<b>STATE FUNDS</b>			
Formula Salaries	26,730,305.05	27,468,642.00	102.76%
Cafeteria Salaries	594,271.00	594,271.00	100.00%
Division II, All Other Costs	182,770.00	137,966.00	75.49%
Division II, All Other Costs - VOC	103,868.00	77,901.00	75.00%
Division II, Energy	777,159.00	699,443.00	90.00%
Division III, Equalization	5,639,274.00	5,017,453.00	88.97%
State Transportation	3,075,579.02	2,893,867.61	94.09%
Homeless Transportation	393,131.98	196,566.00	50.00%
Foster Care Transportation	61,377.00	30,689.00	50.00%
Transportation Supply	1,000.00	1,000.00	100.00%
Related Services Cash Option	-	88,794.00	
Drivers' Education	16,172.00	14,555.00	90.00%
Unique Alternatives	394,996.88	177,403.00	44.91%
Professional Development	-	41,904.00	
Delaware Sustainment Fund	782,899.46	717,857.00	91.69%
Academic Excellence Cash Option	-	-	
Technology Block Grant	106,916.00	96,072.00	89.86%
Educator Accountability (CPR)	1,044.58	-	0.00%
World Language Expansion	30,000.00	30,820.00	102.73%
Education Opportunity Grant	906,951.00	453,476.00	50.00%
Education Opportunity Grant - Mental Health	255,225.00	114,802.00	44.98%
Student Success Block Grant - K-3	119,274.00	119,274.00	100.00%
Student Success Block Grant - Reading	159,276.00	162,134.00	101.79%
Child Safety Awareness	-	5,062.00	
School Safety and Security	-	-	
Substitute Reimbursement- Paid Parental Leave	-	-	
Year Long Residency	-	83,622.15	
Minor Capital Improvements	369,211.00	-	0.00%
Major Capital Improvements	-	-	
<b>TOTAL STATE FUNDS</b>	<b>40,700,700.97</b>	<b>39,223,573.76</b>	<b>96.37%</b>
<b>LOCAL FUNDS</b>			
Current Expense (tax rate)	8,200,000.00	8,066,670.00	98.37%
Current Expense (capitations)	200.00	37.80	18.90%
Athletics	40,000.00	-	0.00%
Interest	325,000.00	201,230.32	61.92%
Building Rental	36,000.00	850.00	2.36%
Other Local Revenue	18,500.00	6,113.09	33.04%
Sol - Systems	1,500.00	330.75	22.05%
Energy Curtailment	15,000.00	-	0.00%
CSCRCP	35,000.00	3,838.25	10.97%
Indirect Costs	85,000.00	31,272.06	36.79%
Cafeteria	2,070,000.00	316,763.67	15.30%
Net Choice Billings	(95,969.94)	-	0.00%
Net Charter Billings	(130,070.62)	(59,163.71)	45.49%
Tuition Billings	(1,960,000.00)	(846,311.43)	43.18%
Social Studies Coalition/Donations	107,000.00	47,778.40	44.65%
Debt Service	1,260,000.00	1,238,119.93	98.26%
Debt Service - County Impact Fees	78,343.00	62,702.13	80.04%
Tuition	2,825,000.00	2,689,514.28	95.20%
Minor Capital Improvements	246,141.00	263,213.87	106.94%
E-Rate	9,350.00	-	0.00%
Education Opportunity Match	-	-	
Extra Time Local Match	-	-	
Reading and Match Specialist Match	-	-	
Technology Maintenance Match	-	-	
Major Capital Improvements	-	-	
<b>TOTAL LOCAL FUNDS</b>	<b>13,165,993.44</b>	<b>12,022,959.41</b>	<b>91.32%</b>
<b>FEDERAL FUNDS</b>			
IDEA Part B	1,086,566.00	1,126,652.00	103.69%
IDEA - Preschool	53,718.00	55,709.00	103.71%
Title I	1,909,792.00	1,973,009.00	103.31%
Title II	351,701.00	353,387.00	100.48%
Title III English Acquisition	54,120.00	64,917.00	119.95%
Education for the Homeless	-	-	
Perkins	162,937.21	125,895.00	77.27%
<b>TOTAL FEDERAL/OTHER FUNDS</b>	<b>3,618,834.21</b>	<b>3,699,569.00</b>	<b>102.23%</b>
<b>GRAND TOTAL ALL FUNDS</b>	<b>57,485,528.62</b>	<b>54,946,102.17</b>	<b>95.58%</b>

**Milford School District**  
**Monthly Report of Expenditures**  
**For the month ended November 30, 2020**

		Final Budget		Encumbered	Expended	Budget Remaining	% Remaining
Operating Unit	Budget Line	Amount					
9180668A	Benjamin Banneker Elementary School	\$ 51,943.50		4,002.75	2,741.91	\$ 45,198.84	87.02%
9180670A	Evelyn I. Morris Early Childhood Center	\$ 51,167.45		2,325.78	8,733.05	\$ 40,108.62	78.39%
9180672A	Lulu M. Ross Elementary School	\$ 69,666.00		3,999.19	10,327.83	\$ 55,338.98	79.43%
9180673A	Mispillion Elementary School	\$ 53,412.30		294.50	6,209.74	\$ 46,908.06	87.82%
9180675A	Milford Central Academy	\$ 110,199.10		2,886.58	19,208.48	\$ 88,104.04	79.95%
9180678A	Milford Senior High School	\$ 134,600.13		15,379.22	14,417.33	\$ 104,803.58	77.86%
99900000	Board Of Ed/District Expenses	\$ 9,000.00		-	7,831.00	\$ 1,169.00	12.99%
	School Resource Officer	\$ 165,000.00		-	150,261.00	\$ 14,739.00	8.93%
99900100	Legal Services, Audit and Insurance Premiums	\$ 180,000.00		35,725.64	7,152.37	\$ 137,121.99	76.18%
99900300	District Expenditures	\$ 35,000.00		-	2,089.79	\$ 32,910.21	94.03%
	School Safety and Security	\$ -				\$ -	
	Public Relations and Communication	\$ 3,000.00			6,086.00	\$ (3,086.00)	-102.87%
	Copy Center (District Wide)	\$ 98,500.00	65,087.52		31,667.28	\$ 1,745.20	1.77%
	Student Emergency Fund	\$ 4,000.00				\$ 4,000.00	100.00%
99910100	Superintendent	\$ 1,500.00	331.32		271.95	\$ 896.73	59.78%
99920000	World Language Immersion (State Grant)	\$ 30,000.00	-		-	\$ 30,000.00	100.00%
	Educator Accountability (State Grant)	\$ 1,044.58	-		-	\$ 1,044.58	100.00%
	Student Success Block Grant (Reading)	\$ 159,276.00	-		69,055.87	\$ 90,220.13	56.64%
	Opportunity Grant Mental Health	\$ 255,225.00	-		22.39	\$ 255,202.61	99.99%
	Education Opportunity Grant	\$ 906,951.00	-		-	\$ 906,951.00	100.00%
	Summer School	\$ 30,000.00	-		21,859.83	\$ 8,140.17	27.13%
	Translators	\$ 20,000.00	-		2,341.18	\$ 17,658.82	88.29%
	Extra Time Programs	\$ 30,000.00	-		-	\$ 30,000.00	100.00%
	Curriculum and Instruction	\$ 244,200.00	-		26,099.96	\$ 218,100.04	89.31%
99920700	Athletics - High School	\$ 170,000.00	2,615.51		19,937.68	\$ 147,446.81	86.73%
	Athletics - Milford Central Academy	\$ 30,000.00	-		4,735.40	\$ 25,264.60	84.22%
99920800	Driver's Education	\$ 16,172.00	-		14,379.35	\$ 1,792.65	11.08%
99930200	Tuition - Special Services	\$ 584,500.00	19,683.50		62,264.37	\$ 502,552.13	85.98%
	Tuition - Special Services - ILC	\$ 285,500.00	846.89		117,591.34	\$ 167,061.77	58.52%
	Unique Alternatives (State Funds)	\$ 394,996.88	45,594.80		112,915.52	\$ 236,486.56	82.83%
99930300	Special Services	\$ 49,000.00	17,379.96		15,296.08	\$ 16,323.96	33.31%
	Student Success Block Grant (K-3 Basic)	\$ 119,274.00	-		-	\$ 119,274.00	
	Special Services - State Related Services	\$ -	62,312.00		10,299.92	\$ (72,611.92)	
99940100	Contingencies and One-Time Items	\$ 300,000.00	-		-	\$ 300,000.00	100.00%
99940200	Division I/Formula Salaries	\$ 26,730,305.05	-		12,913,772.98	\$ 13,816,532.07	51.69%
99940300	Division II - Vocational	\$ 103,868.00	-		686.43	\$ 103,181.57	99.34%
99940400	Division III/Local Salaries	\$ 10,750,000.00	-		4,261,358.04	\$ 6,488,641.96	60.36%
	Union agreed Limited Contracts	\$ 365,000.00	-		34,077.44	\$ 330,922.56	90.66%
99940500	Title I	\$ 1,909,792.00	4,726.38		131,901.05	\$ 1,773,164.57	92.85%
	Title II	\$ 351,701.00	-		-	\$ 351,701.00	100.00%
	Title III	\$ 54,120.00	-		-	\$ 54,120.00	100.00%
	IDEA Part B	\$ 1,086,566.00	-		-	\$ 1,086,566.00	100.00%
	IDEA Preschool	\$ 53,718.00	-		-	\$ 53,718.00	100.00%
	Perkins	\$ 162,937.21	21,435.53		13,444.59	\$ 128,057.09	78.59%
	Homeless	\$ -	-		-	\$ -	
	Other Federal Grants	\$ -	-		-	\$ -	
99940600	Insurance Expense	\$ 94,324.00	-		15,474.00	\$ 78,850.00	83.59%
99940700	Social Studies Coalition/Donations	\$ 107,000.00	-		19,132.69	\$ 87,867.31	82.12%
99940810	Technology Equipment & Repair	\$ 272,800.00	10,427.18		121,518.21	\$ 140,854.61	51.63%
	Technology Block Grant	\$ 106,916.00	-		12,555.00	\$ 94,361.00	88.26%
99940900	Tuition Reimbursement - Administration	\$ 15,000.00	-		-	\$ 15,000.00	100.00%
	Tuition Reimbursement	\$ 60,000.00	-		-	\$ 60,000.00	100.00%
99950000	Personnel/Human Resources	\$ 10,000.00	331.32		1,169.02	\$ 8,499.66	85.00%
99960000	Child Nutrition Operations	\$ 2,070,000.00	75,873.60		676,702.14	\$ 1,317,424.26	63.64%
	Cafeteria Salaries	\$ 594,271.00	-		248,407.90	\$ 345,863.10	58.20%
99960100	Facilities Maintenance	\$ 90,000.00	1,020.48		20,524.12	\$ 68,455.40	76.06%
	Custodial Services and Supplies	\$ 90,000.00	7,760.01		14,568.32	\$ 67,671.67	75.19%
99960200	Operations and Utilities	\$ 304,500.00	16,288.02		76,666.51	\$ 211,545.47	69.47%
	Energy Division II	\$ 777,159.00	228,191.97		97,458.03	\$ 451,509.00	58.10%
99960300	State Transportation	\$ 3,075,579.02	644,709.14		882,140.86	\$ 1,548,729.02	50.36%
	State Homeless Transportation	\$ 393,131.98	175,527.27		6,985.53	\$ 210,619.18	53.57%
	State Foster Transportation	\$ 61,377.00	19,669.50		5,330.50	\$ 36,377.00	59.27%
	Transportation Supplies	\$ 1,000.00	506.16		254.16	\$ 239.68	23.97%
99960400	Transportation Internal Budget (Local)	\$ 23,000.00	-		20,972.29	\$ 2,027.71	8.82%
	Local Activities Transportation	\$ 3,000.00	-		-	\$ 3,000.00	100.00%
	Local Homeless Transportation Match	\$ 43,681.33	19,503.03		776.17	\$ 23,402.13	53.57%
	Local Transportation Match	\$ 341,251.14	71,634.35		98,015.65	\$ 171,601.14	50.29%
<b>Total Operating Budget</b>		<b>\$ 54,695,125.67</b>	<b>\$ 1,576,069.10</b>	<b>\$ 20,417,688.25</b>	<b>\$ 32,701,368.32</b>	<b>59.79%</b>	
99970000	Local Debt Service	\$ 1,225,976.67	-		663,922.50	\$ 562,054.17	45.85%
99970200	Minor Capital Improvements	\$ 615,352.00	-		-	\$ 615,352.00	100.00%
<b>Total Capital Budget</b>		<b>\$ 1,841,328.67</b>	<b>\$ -</b>	<b>\$ 663,922.50</b>	<b>\$ 1,177,406.17</b>	<b>63.94%</b>	
<b>Grand Total</b>		<b>\$ 56,536,454.34</b>	<b>\$ 1,576,069.10</b>	<b>\$ 21,081,610.75</b>	<b>\$ 33,878,774.49</b>	<b>59.92%</b>	

*Note: Budgets are based on the preliminary budget allocations as voted by the MSD Board of Education*  
*Items highlighted in blue are restricted expenditures. Funds must be used for specific purpose per funding guidelines.*

## **PARENTAL INVOLVEMENT**

### **PART I. GENERAL EXPECTATIONS**

~~• It is the intention of Milford School District to comply with all parent involvement requirements, as stipulated in Title I regulation. This includes the development of parent-school compacts, inclusion of parents with limited English proficiency, parents with disabilities, and parents of migratory children. It also includes the annual utilization of a minimum of 1% of Title I funds in support of parent involvement activities.~~

~~~ Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—~~

~~(A) that parents play an integral role in assisting their child's learning;~~

~~(B) that parents are encouraged to be actively involved in their child's education at school;~~

~~(C) that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;~~

~~(D) the carrying out of other activities, such as those described in section 1118 of the ESEA.~~

### **PART II. HOW DISTRICT WILL IMPLEMENT REQUIRED DISTRICT WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS**

~~1. The Milford School District will take the following actions to involve parents in the joint development of its district wide parental involvement plan under section 1112 of the ESEA:~~

~~~ Inclusion of parents in the development of the district policy~~

~~~ Joint parent teacher administrator task force meeting, held annually to review and update the district parent involvement policy~~

~~~ Inclusion of parent involvement policy in student handbook~~

~~2. The Milford School District will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:~~



- ~~- Annual parent survey, conveying parent satisfaction levels/school climate issues~~
  - ~~- Parent participation in school strategic planning, for every school. Meetings are held in the winter/spring of each year. A minimum of 8-12 parents for each school participate in the process.~~
- ~~- Monthly meetings of Parent Advisory Council~~
- ~~- Involvement of parent in advisory task forces, such as Positive Behavior Supports committees, district dress code task force, Parent Information Center (PIC) grant activities, and other new initiatives~~

3. ~~The Milford School District will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:~~

- ~~- District-level leadership of elementary committees~~
- ~~- District-level oversight of Title I budget and usage of 1% for parent involvement~~
- ~~- Monthly strategic planning with building leaders to align building strategic plan actions with district-wide initiatives~~

4. ~~The Milford School District will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs: [Insert programs, such as: Head Start, Reading First, Early Reading First, Even Start, Parents As Teachers, Home Instruction Program for Preschool Youngsters, and State-operated preschool programs], by:~~

- ~~- Ongoing Child Find activities~~
- ~~- Parents as Teachers, with active group on site at the Early Childhood Center~~
- ~~- Coordination and consultation with HeadStart~~
- ~~- Reading Assist partnership, offering literacy classes to parents~~
- ~~- Read Aloud activities to support parents~~
- ~~- Partnership with ECAP~~

~~5. The Milford School District will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.~~

- ~~- Annual data collection for the consolidated grant, relative to parent participation, collected by the building principals and consolidated at the district level for an annual report~~
- ~~- Annual review of this current policy, led by Director and including parents (consistent with #1, bullet #2 above)~~
- ~~- Presentations by building administrators to Parent-Teacher-Partnership (PTP) groups~~
- ~~- Building level Title I meetings, in conjunction with PTP, Open House, and Family Night meetings~~

~~- Parent satisfaction survey, completed at superintendent level~~

~~6. The Milford School District will build the schools' and parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:~~

~~A. The Milford School District will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph--~~

- ~~-- the State's academic content standards,~~
- ~~-- the State's student academic achievement standards,~~
- ~~-- the State and local academic assessments including alternate assessments,~~
- ~~-- the requirements of Part A,~~
- ~~-- how to monitor their child's progress, and~~
- ~~-- how to work with educators:~~
- ~~-- Open Houses, and Meet the teacher activities~~
- ~~-- Parent-teacher conferences, with varied times available~~
- ~~-- Active PTP groups in each school~~

~~—Creative Family Nights, related to curricular initiatives~~

~~—Title I informational meetings, incorporated into PTP and Open Houses~~

~~B. The Milford School District will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement, by:~~

~~—Agenda books purchased for each student~~

~~—Monthly newsletters~~

~~—Weekly e-mail notices~~

~~—Website updates, both school and teacher~~

~~—Parent resource libraries~~

~~—Reading Assist partnership and training sessions~~

~~—Purchase of parent support materials, as part of curricular adoptions~~

~~—Purchase of parent support materials, in Spanish, when available~~

~~—Provision of translation of Student Handbook and other parent notices~~

~~C. The Milford School District will, with the assistance of its schools and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:~~

~~—Training of staff at regular staff meetings~~

~~—Guest speakers~~

~~—Family Night activities~~

~~—Formal bus driver training~~

~~—Annual paraprofessional inservice training~~

~~—Inclusion of parent communication and involvement in RtI process and planning~~

~~D. The Milford School District will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:~~

- ~~— *Parent Resource Center at Morris Early Childhood Center*~~
- ~~— *Programming with 2 teachers in Early Childhood program, an increase over past practices, and established specifically for community and parent outreach*~~
- ~~— *Parents as Teachers, with active group on site at the Early Childhood Center*~~
- ~~— *Consultation with HeadStart*~~
- ~~— *Reading Assist partnership, offering literacy classes to parents*~~
- ~~— *Read Aloud activities to support parents*~~
- ~~— *Partnership with ECAP*~~

~~E. The Milford School District will take the following actions to ensure that information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:~~

- ~~— *Inclusion of Parent Involvement Policy in Board policy and in Student Handbooks*~~
- ~~— *Spanish/English translator on staff and available for parents*~~
- ~~— *Student handbook in Spanish*~~
- ~~— *Creole translator available on a contractual basis*~~
- ~~— *Documents translated into Spanish and Creole as much as possible*~~

### **PART III. DISCRETIONARY DISTRICT WIDE PARENTAL INVOLVEMENT COMPONENTS**

- ~~— *Providing literacy training for parents using Title I, Part A and other appropriate funds*~~
- ~~— *Providing transportation and child care costs to enable parents to participate in school-related meetings and training sessions*~~
- ~~— *Arranging school meetings at a variety of times, or conducting telephone conferences with parents*~~
- ~~— *Adopting and implementing “best practices” in terms of approaches to improve parental involvement;*~~

~~Establishing a Milford Parent Advisory Council to engage parents in shaping educational policy and to represent parent voices to provide input for district decisions.~~

## ***PARENT AND FAMILY ENGAGEMENT***

In support of strengthening student academic achievement, Milford School District receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by Section 1116(a)(2) of the Every Student Succeeds Act (ESSA). The policy establishes the Local Education Area's (LEA) expectations and objectives for meaningful parent/family engagement and describes how the LEA will implement a number of specific parent/family engagement activities, and it is incorporated into the LEA's plan submitted to the Delaware Department of Education.

The Milford School District agrees to implement the following requirements as outlined by Section 1116 of the ESSA:

The school district will put into operation programs, activities, and procedures for the engagement of parents/family members in all its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents/family members of participating children.

The school district will work with its schools to ensure that the required school-level parent/family engagement policies meet the requirements of Section 1116(b) of the ESSA, and each include as a component a school-parent/family compact consistent with federal law.

In carrying out the Title I, Part A parent/family engagement requirements to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents/families with limited English proficiency, limited literacy, disabilities, of migratory children, who are economically disadvantaged, or are of any racial or ethnic minority background, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format including alternative formats upon request and, to the extent practicable, in a language parents/families understand.

If the LEA plan for Title I, Part A, developed under Section 1112 of the ESSA, is not satisfactory to the parents/families of participating children, the school district will submit any comments with the plan when the school district submits the plan to the state Department of Education.

The school district will be governed by the following definition of parental/family involvement and engagement and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition in Section 8101 of the ESSA:

Parent/Family engagement means the participation of parents/families in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- (A) Parents/Families play an integral role in assisting their child's learning
- (B) Parents/Families are encouraged to be actively involved in their child's education at school
- (C) Parents/Families are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child
- (D) Other activities are carried out, such as those described in Section 1116 of the ESSA

**REQUIRED LEA PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS include:**

- Annual parent / family survey available in multiple languages
- Parent / family participation in school strategic planning, for every school on an annual basis.
- Regular meetings of District Family Engagement Committee members
- Involvement of parent / family members in advisory task forces, such as Positive Behavior Supports committees, strategic planning, school calendar, district dress code task force, and other initiatives

**JOINTLY DEVELOPED**

The Milford School District will involve parents/family members in jointly developing its LEA plan under Section 1112, and the development of support and improvement plans under paragraphs (1) and (2) of Section 1111(d) of the ESSA:

- (A) Establish effective communication methods between home and school
- (B) Share and receive feedback from volunteer parents/family members representative of our district population
- (C) Offer surveys as a vehicle to share voice and collect data
- (D) Provide opportunities for parents/families to solicit ideas and support regarding engagement with our schools

**TECHNICAL ASSISTANCE**

The Milford School District will provide the following coordination, technical assistance, and other support necessary to assist and build capacity of all Title I, Part A schools in planning and implementing effective parent/family engagement activities to improve student academic achievement and school performance, which may include meaningful consultation with employers, business leaders, and philanthropic organizations, or individuals with expertise in effectively engaging parents and family members in education:

- (E) Provide ongoing learning opportunities for parents/family members to learn about programs

- (F) Provide ongoing opportunities to showcase student work and performances
- (G) Provide opportunities to engage with community organizations

## **ANNUAL EVALUATION**

The Milford School District will take the following actions to conduct, with the meaningful engagement of parents/family members, an annual evaluation of the content and effectiveness of this parent/family engagement policy in improving the academic quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents/families in activities (with attention to those who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The evaluation will also include identifying the needs of parents/family members to assist with the learning of their children, including engaging with school personnel and teachers and strategies to support successful school and family interactions. The school district will use the findings of the evaluation about its parent and family engagement policy to design evidence-based strategies for more effective parental/familial engagement, and to revise, if necessary, its parent/family engagement policies. Strategies include:

- (H) Share and receive feedback from volunteer parents/family members representative of our district population
- (I) Offer surveys as a vehicle to share voice and collect data
- (J) Provide opportunities for parents/families to solicit ideas and support regarding engagement with our schools

## **RESERVATION OF FUNDS**

The Milford School District will involve the parents/family members of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent and will ensure that not less than 90 percent of the 1 percent reserved goes directly to Title I schools.

- (K) An annual joint meeting with the district Budget Oversight Committee will provide opportunity to report out budget priorities and requirements of all federal title programs
- (L) Regular monthly reports regarding the district revenue and expenditures are shared at regular school board meetings

## **COORDINATION OF SERVICES**

The Milford School District will coordinate and integrate parent/family engagement strategies with parent/family engagement strategies, to the extent feasible and appropriate, with other relevant Federal, State, and local laws and programs that encourage and support parents in more fully participating in the education of their children by:

- (M) Engage early childhood centers throughout our community
- (N) Engage adult education programming opportunities throughout our community
- (O) Foster dual enrollment partnerships with higher education institution
- (P) Foster community partnerships to support student internships and future employment



## BUILDING CAPACITY OF FAMILIES

The Milford School District will, with the assistance of its Title I schools, build family capacity for strong family engagement by providing materials and training on such topics as literacy training and using technology (including education about the harms of copyright piracy) to help parents/families work with their children to improve their children's academic achievement. Assistance will also be provided to parents/families in understanding the following topics:

- The challenging academic standards
- The required academic assessments including alternate assessments
- The requirements of Title I, Part A
- How to monitor their child's progress
- How to work with educators

## BUILDING CAPACITY OF SCHOOL STAFF

The Milford School District, with the assistance of its schools and parents/families, will educate and engage its district wide staff on specialized instructional support and other methods to engage with parents/families using parent/family expertise and skill sets, to contribute to the overall success of every student by:

- (Q) Sharing and receiving feedback from volunteer parents / family members representative of our district population via meetings, surveys, workshops, webinars, etc.
- (R) Providing annual meeting opportunity for parents / families to engage with members of Milford Education Association (MEA)
- (S) Establishing effective communication methods between home and school

## ***ADOPTION***

*This LEA parent and family engagement policy has been developed jointly and agreed on with parents and family members of children participating in Title I, Part A programs, as evidenced by [REDACTED].*

This policy was adopted by the Milford School District on mm/dd/yy and will be in effect for the period of the remaining 2020 school year. The school district will distribute this policy to all parents of participating Title I, Part A children on or before                     .

ADOPTED: 8/17/70; 7/19/82

REVISÉD: 3/22/10; \_\_\_\_\_

## MSD Special Education Child Count 2020-2021

|  |  |   |   |   |
|--|--|---|---|---|
| <b>Autism</b><br><i>118 Students</i><br><b>14.7%</b>                     | <b>Developmental Delay</b><br><i>87 Students</i><br><b>10.8%</b>             | <b>Emotional Disturbance</b><br><i>58 Students</i><br><b>7.2%</b> | <b>Hearing Impairment</b><br><i>9 Students</i><br><b>1.1%</b>         | <b>Learning Disability</b><br><i>260 Students</i><br><b>32.4%</b>   |
| <b>Mild Intellectual Disability</b><br><i>32 Students</i><br><b>3.9%</b> | <b>Moderate Intellectual Disability</b><br><i>25 Students</i><br><b>3.1%</b> | <b>Orthopedic Impairment</b><br><i>5 Students</i><br><b>0.6%</b>  | <b>Other Health Impairment</b><br><i>107 Students</i><br><b>13.3%</b> | <b>Pre-School Speech Delay</b><br><i>10 Students</i><br><b>1.2%</b> |
| <b>Severe Intellectual Disability</b><br><i>1 Student</i><br><b>0.1%</b> | <b>Speech/Language</b><br><i>84 Students</i><br><b>10.4%</b>                 | <b>Traumatic Brain Injury</b><br><i>5 Students</i><br><b>0.6%</b> | <b>Total Students In District</b><br><b>801</b>                       | <b>Out of District</b><br><i>56 Students</i><br><b>6.9%</b>         |

# AIA® Document A101® – 2017

## ***Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum***

AGREEMENT made as of the Thirtieth day of November in the year Two Thousand Twenty  
*(In words, indicate day, month and year.)*

**BETWEEN** the Owner:  
*(Name, legal status, address and other information)*

Milford School District  
906 Lakeview Ave.  
Milford, DE 19963

and the Contractor:  
*(Name, legal status, address and other information)*

Shade Enviromental, LLC  
623 Cutler Ave.  
Maple Shade, NJ 08052

for the following Project:  
*(Name, location and detailed description)*

Specification 939419A  
Asbestos abatement/decontamination of classroom carpet and floor tile at Lulu Ross  
Elementary School  
310 Lovers Lane Milford, DE 19963

The Architect:  
*(Name, legal status, address and other information)*

Batta Enviromental Associates, Inc  
6 Garfield Way  
Newark, DE 19713

The Owner and Contractor agree as follows.

### **ADDITIONS AND DELETIONS:**

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101®–2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init.

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User Notes:

(3B9ADA34)

(Check one of the following boxes and complete the necessary information.)

☒ Not later than Fourteen ( 14 ) calendar days from the date of commencement of the Work.

☐ By the following date:

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

| Portion of Work | Substantial Completion Date |
|-----------------|-----------------------------|
| N/A             |                             |

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

#### ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Forty Nine Thousand nine Hundred Dollars and Zero Cents (\$ 49,900.00 ), subject to additions and deductions as provided in the Contract Documents.

#### § 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

| Item | Price |
|------|-------|
| N/A  |       |

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement. (Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

| Item | Price | Conditions for Acceptance |
|------|-------|---------------------------|
| N/A  |       |                           |

§ 4.3 Allowances, if any, included in the Contract Sum: (Identify each allowance.)

| Item | Price |
|------|-------|
| N/A  |       |

§ 4.4 Unit prices, if any:

(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

| Item                         | Units and Limitations | Price per Unit (\$0.00) |
|------------------------------|-----------------------|-------------------------|
| See attached unit price list |                       |                         |

§ 4.5 Liquidated damages, if any:

(Insert terms and conditions for liquidated damages, if any.)

N/A

§ 4.6 Other:

(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

N/A

Init.

§ 5.1.7.1.1 The following items are not subject to retainage:  
(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)

N/A

§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:  
(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)

N/A

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:  
(Insert any other conditions for release of retainage upon Substantial Completion.)

Receipt of waste manifests must be submitted in order to release retainage payments.

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201-2017.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

## § 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201-2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

## § 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

(Insert rate of interest agreed upon, if any.)

N/A %

## ARTICLE 6 DISPUTE RESOLUTION

### § 6.1 Initial Decision Maker

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201-2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.  
(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

Batta Environmental Associates, Inc.  
6 Garfield Way

Init.

§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

#### § 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

Performance Bond 100% of Bid

Payment Bond 100% of Bid

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™-2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201-2017, may be given in accordance with AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:

*(If other than in accordance with AIA Document E203-2013, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)*

§ 8.7 Other provisions:

#### ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

- .1 AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor
- .2 AIA Document A101™-2017, Exhibit A, Insurance and Bonds
- .3 AIA Document A201™-2017, General Conditions of the Contract for Construction

*(Paragraph Deleted)*

#### .5 Drawings

| Number                          | Title | Date |
|---------------------------------|-------|------|
| Included in specification (one) |       |      |

#### .6 Specifications

| Section     | Title  | Date          | Pages |
|-------------|--|---------------|-------|
| BEA# 939419 | Specification - Asbestos abatement/decontamination Lulu Ross Elementary School Classroom carpet and floor tile | July 31, 2019 | N/A   |

#### .7 Addenda, if any:

| Number | Date       | Pages |
|--------|------------|-------|
| #1     | 10/16/2019 | 3     |

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract

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User Notes:

(3B9ADA34)

*Asbestos Abatement / Decontamination at  
Milford School District – Lulu Ross Elementary School- Classrooms - Carpet & Floor Tile  
BEA # 939419*

**BID FORM**

**UNIT PRICES**

Unit prices conform to applicable project specification section. Refer to the specifications for a complete description of the following Unit Prices:

|  | <u>ADD / DEDUCT</u>     |
|--|-------------------------|
| UNIT PRICE No. 1: <u>Carpet, Floor Tile and Mastic</u> | \$ <u>8.00</u> per SF   |
| UNIT PRICE No. 2: <u>Floor Tile Only</u>               | \$ <u>4.00</u> per SF   |
| UNIT PRICE No. 3: <u>Floor Tile Mastic Only</u>        | \$ <u>3.00</u> per SF   |
| UNIT PRICE No. 4: <u>Carpet Only</u>                   | \$ <u>1.30</u> per SF   |
| UNIT PRICE No. 5: <u>Cove Base Mastic</u>              | \$ <u>10.00</u> per LF  |
| UNIT PRICE No. 6: <u>Three Stage Decon</u>             | \$ <u>750.00</u> per EA |
| UNIT PRICE No. 7: <u>Two Stage Decon</u>               | \$ <u>600.00</u> per EA |

**UNIT PRICE No. 8: Containment Pricing (PAPR)**

|  |          |    |                         |
|--|----------|----|-------------------------|
| <u>Price to be added to abatement &amp; decon price.</u> | 1-10     | SF | \$ <u>100.00</u> per SF |
| Reflects construction and decontamination of             | 11-100   | SF | \$ <u>50.00</u> per SF  |
| affected areas. Price based on square footage of         | 101-200  | SF | \$ <u>50.00</u> per SF  |
| containment floor area.                                  | 201-500  | SF | \$ <u>20.00</u> per SF  |
|  | 501-1000 | SF | \$ <u>10.00</u> per SF  |
|  | > 1000   | SF | \$ <u>10.00</u> per SF  |

**UNIT PRICE No. 9: Mobilization Price**

If Contractor is called back to site, after completion  
of contracted work, for additional work.

\$ 1000.00 EA