



HOME of the BUCCANEERS

906 Lakeview Avenue Milford, DE 19963

Phone: (302) 422-1600

**AGENDA FOR TUESDAY, FEBRUARY 19, 2019 AT 6:15 PM
PUBLIC SCHOOL BOARD MEETING
MILFORD CENTRAL ACADEMY**

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

_____ Mrs. Dennehy

_____ Mr. Evans

_____ Mr. Miller

_____ Mrs. Purcell

_____ Mr. Schelhouse

_____ Mr. Vezmar

_____ Mrs. Wiley

3. Adjournment to Executive Session

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

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

B. Student Matters – See 29 Del. C § 810004(b)(6)

1. Pupil Files

4. Introduction of Visitors

5. Pledge of Allegiance

6. Approval of Minutes

A. Regular Meeting Minutes for January 22, 2019 Action Item (Attachment 1)

B. Regular Meeting Minutes for January 28, 2019 Action Item (Attachment 2)

7. Changes and Additions to the Agenda (items that arose after posting and cannot be deferred, if any)

8. Public Comment

9. Recognition and Accomplishments

10. Superintendent Reports – Dr. Kevin Dickerson

- A. Reports from School Administrators
 - 1. Evelyn I. Morris Early Childhood Center
 - 2. Benjamin Banneker Elementary School
 - 3. Lulu M. Ross Elementary School
 - 4. Mispillion Elementary School
 - 5. Milford Central Academy
 - 6. Milford High School
 - 7. Athletics
- B. Upcoming Events
- C. Milford Middle School (Lakeview Property) Committee Update

11. Business – Mrs. Sara Croce

- A. Revenue and Expenditure Report as of January 31, 2019 Action Item (Attachment 3)
- B. Request Deletion of Board Policy 3404 – High School/Home Activity Buses Action Item (Attachment 4)
- C. Request Approval of Board Policy 4332 – Federal Family and Medical Leave Policy Action Item (Attachment 5)
- D. Request Approval of Board Policy 4339 – Paid Leave for Birth or Adoption of a Child Action Item (Attachment 6)

12. Personnel – Dr. Jason Peel

- A. Personnel Action Item (Attachment 7)
- B. First Read of Board Policy 4309A Employment Procedure: Limited Contracts (Attachment 8)
- C. First Read of Board Policy 4109 Employment Procedures: Summer Program (Attachment 9)

13. Instruction and Student Programs

- A. **Director of Student Learning – Dr. Bridget Amory**
 - 1. Field Trips Action Item (Attachment 10)
- B. **Supervisor of Technology – Mr. Scott Whaley**
 - 1. E-Rate Project Action Item
- C. **Director of Student Services – Ms. Laura Manges**

14. Administrative Services

- A. **Buildings, Grounds and Operations – Dr. Glen Stevenson**
 - 1. First Read of Board Policy 5201 Elementary School Assignments (Attachment 11)
 - 2. MCA HVAC Units Action Item (Attachment 12)

15. Adjournment

MILFORD SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR BOARD MEETING – JANUARY 22, 2019
MILFORD DISTRICT OFFICE CONFERENCE ROOM

Board Members

Mrs. Wiley – President
Mrs. Dennehy – V. President -absent
Mr. Evans
Mr. Miller
Mrs. Purcell
Mr. Vezmar
Mr. Schelhouse
Dr. Dickerson, Exec. Secretary

Admin. Present

Dr. Peel

Public

E. Rust

The Regular Meeting of the Milford Board of Education was called to order by President Wiley at 8:00 AM on Tuesday morning, January 22, 2019 in the Milford District Office Conference Room.

MOTION MADE BY MRS. PURCELL/SECONDED BY MR. MILLER to adjourn into Executive Session at 8:02AM. **Motion carried unanimously.**

ADJOURNMENT TO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING PERSONNEL AND LEGAL MATTERS.

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

MOTION MADE BY MR. EVANS/SECONDED BY MR. VEZMAR to adjourn Executive Session at 8:35AM. **Motion carried unanimously.**

INTRODUCTION OF VISITORS

PLEDGE OF ALLEGIANCE

PERSONNEL

Personnel Report

RESIGNATION

DUFFY, Michele

Central Academy – Part-Time Paraprofessional (27.5 hrs.)

Effective: December 21, 2018

Service to MSD: 18 days

COVERDALE, Allen

Central Academy – Night Custodian

Effective: January 24, 2019

Service to MSD: 4 years

SPATH, Robert
Central Academy – Physical Education Teacher
Effective: February 1, 2019
Service to MSD: 16 years

RECOMMEND FOR EMPLOYMENT*

VEROY, Angie
Morris – Part-Time Education Support Paraprofessional (27.5 hrs.)
Effective: January 28, 2019

MEGILL, Colleen
Morris – Part-Time Education Support Paraprofessional (27.5 hrs.)
Effective: January 23, 2019

Meredith, Erin
Central Academy – Part-Time One-on-One Paraprofessional (27.5 hrs.)
Effective: January 23, 2019

FRISON, Jasmine
Ross – Child Nutrition (5 hrs.)
Effective: January 28, 2019

AMMEND HIRE DATE – TEMPORARY CONTRACT*

GIBBS, Kayleigh
Morris – Kindergarten Teacher
Amend Effective: January 16, 2019 (from January 2, 2019)

RECOMMEND FOR EMPLOYMENT – TEMPORARY CONTRACT*

Bauer, Erica
Morris – Kindergarten Teacher
Effective: January 7, 2019 and ending June 30, 2019

RETIREMENT

ROBERTS, Juanita
Morris – Child Nutrition (3 hrs.)
Effective: June 30, 2019
Service to MSD: 11 years

GEORGE, Diane
Central – Full-Time Paraprofessional
Effective: December 31, 2019
Service to MSD: 11 years

TRANSFER

CARTWRIGHT, Cheryl
Transfer from Ross Full-Time One-on-One Paraprofessional to Central Academy Full-Time One-on-One Paraprofessional
Effective: January 7, 2019

WEATHERSPOON, Ricky
Transfer from High School Night Custodian to Morris Night Custodian
Effective: January 23, 2019

CHRISTOPHER, Beverly
Transfer from Central Academy Child Nutrition 3 hrs. to Central Academy Child Nutrition 5.5 hrs.
Effective: January 23, 2019

GARDNER, Gladys
Transfer from Central Academy Child Nutrition 3 hrs. to Central Academy Child Nutrition 5.5 hrs.
Effective: January 23, 2019

ARTIST, Charity
Transfer from High School Child Nutrition 3 hrs. to High School Child Nutrition 5.5 hrs.
Effective: January 23, 2019

STAUB, Debbie
Transfer from High School Child Nutrition 3 hrs. to High School Child Nutrition 6.5 hrs.
Effective: January 23, 2019

WORKMAN, Gloria
Transfer from Ross Child Nutrition 3 hrs. to Ross Child Nutrition 4 hrs.
Effective: January 23, 2019

CROUSE, Becky
Transfer from Ross Child Nutrition 4 hrs. to Ross Child Nutrition 5 hrs.
Effective: January 23, 2019

RECOMMEND EMPLOYMENT – 2018-2019 LIMITED CONTRACTS FOR PERSONAL SERVICES*

High	Boys Basketball, Volunteer	Giles, Michael (21B)
High	Softball Coach, Asst.	Todd, Haley
High	Softball, Volunteer	Shockley, Peyton
High	Basketball Boys Coach, Asst.	Coleman, Antonio (21B)
Ross	Girls on the Run	Mahan, Anne
Mispillion	Girls on the Run	French, Lauren
Central	Softball Coach, Head	Justice, Rick (21B)
Central	Lacrosse, Head	Holloway, Sam

*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. EVANS/SECONDED BY MR. VEZMAR that the Board approve the Personnel Report as written. **Motion carried unanimously.**

ADJOURNMENT

MOTION MADE BY MR. MILLER/SECONDED BY MR. VEZMAR that the Regular Meeting of the Milford Board of Education held on Tuesday, January 22, 2019 adjourn at 8:38AM. **Motion carried unanimously.**

Kevin Dickerson, Executive Secretary

Edna Rust, Recording Secretary

MILFORD SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR BOARD MEETING – JANUARY 28, 2019
MILFORD CENTRAL ACADEMY CAFETERIA

Board Members

Mrs. Wiley – President - Absent
Mrs. Dennehy –V. President
Mr. Evans
Mr. Miller
Mrs. Purcell
Mr. Vezmar
Mr. Schelhouse
Dr. Dickerson, Exec. Secretary

Admin. Present

Dr. Peel
Dr. Amory
Mrs. Croce
Dr. Stevenson
Ms. Manges
Mr. Snyder
Mrs. Wallace
Ms. Alfaro
Mrs. McKenzie
Mrs. Hallman
Mr. Zoll

Public

H. Kenton
G. Simpson
L. Pastor
A. Scott
P. Seibel
S. Whaley
R. DiPiazza
E. Lang
J. Diaz
B. Muldrow
E. Rust

The Regular Meeting of the Milford Board of Education was called to order by Vice President Dennehy at 6:21 PM on Monday evening, January 28, 2019 in the Milford Central Academy Cafeteria.

MOTION MADE BY MRS. PURCELL/SECONDED BY MR. VEZMAR to adjourn into Executive Session at 6:22 PM. **Motion carried unanimously.**

ADJOURNMENT TO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING PERSONNEL AND LEGAL MATTERS.

- A. Personnel Matters – See 29 Del. C. § 10004(b)(9)
- B. Legal Matters – See 29 Del. C § 10004(b)(4)

MOTION MADE BY MR. EVANS/SECONDED BY MRS. PURCELL to adjourn Executive Session at 7:02 PM. **Motion carried unanimously.**

INTRODUCTION OF VISITORS

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

MOTION MADE BY MR. SCHELHOUSE /SECONDED BY MR. VEZMAR to approve the minutes of the December 17, 2018 Regular Board Meeting. **Motion carried unanimously.**

RECOGNITION AND ACCOMPLISHMENTS

Legislators

Dr. Dickerson acknowledged Senator Gary Simpson, Representative Harvey Kenton and Representative Bobby Outten for their contributions to the State of Delaware and the Milford School District during their tenure, and their outstanding dedication and service. He expressed gratitude for their leadership and their support of education for the benefit of our students, first and foremost, but also their support of educational issues for the benefit of our employees, families and communities as well.

United Church Coat Giveaway

Thank you to The UNITED Church, through their partnership with Operation Warm, for their generosity providing 192 jackets to Banneker Elementary students on January 16, 2019.

Junior All State Band

Congratulations to Nicholas DelRossi for earning 2nd Chair Tenor Sax and Stephen Layton for earning 1st Chair Percussion.

Senior All State Band

Congratulations to Samuel Rauch for earning 2nd Chair Bassoon, Nicholas Mentzer for earning 3rd Chair Trumpet, and Chris Lankford for earning 1st Chair Percussion.

SUPERINTENDENT REPORTS

Reports from School Administrators

Mrs. Jennifer Hallman, Morris Early Childhood Principal, reported that students enjoyed the Puppet Show. Morris is preparing for Kindergarten registration starting March 1. PBS is sponsoring a Valentine's Dance on Friday, February 15, from 6:00-7:30 PM.

Ms. Lisa Alfaro, Banneker Elementary Assistant Principal, thanked the faculty and students for their participation in the band and music concerts. Donuts for Dad is scheduled on Thursday, February 7, at 7:00 AM. The National Elementary Honor Society induction will be Tuesday, March 5.

Mrs. Cindy McKenzie, Ross Elementary Principal, reported that Sherman from the Shorebirds visited the students to promote reading. The Polar Bear Plunge takes place Sunday, February 3, at 1:00 PM. Mrs. McKenzie thanked Mr. Zoll for his participation raising money and getting volunteers. Ross is hosting a Multi-Cultural Literacy Night on Thursday, January 31. On Saturday, February 9, Ross will host the Elympics with students participating from Ross, Banneker, and Mispillion Elementary Schools. Casey Cashdollar, Ross EL teacher, initiated the idea and has coordinated the event. Students will compete in the academic areas of vocabulary, spelling, reading fluency, impromptu speaking, and poetry. The experience is designed to increase students' confidence, provide them with additional opportunities to practice and express themselves in the target language, and foster community relationships. Governor Carney is expected to attend at 3:00 PM.

Mrs. Teresa Wallace, Mispillion Elementary Principal, reported Sherman from the Shorebirds visited promoting the "Hit the Books" program. National Elementary Honor Society will host their induction on Wednesday, February 13, at 6:00 PM. All Mispillion students will receive a recognition bracelet from the PBS organization.

Mr. Gary Zoll, Central Academy Principal, was excited to announce \$7,000 had been raised for the Polar Bear plunge. More than 300 students and parents attended the Science Fair Night on January 18. The following students were winners and will be advancing to the Sussex County

Science Fair at Delaware Tech on March 4: Trey Lodge (11th), Sundene Lodge (9th), Lily Sharp (8th), Brendan Slonacher (8th), Brianna Thompson (8th), Diego Bahena-Morales (8th), Hayden Guittari (8th), Anya Phillips (8th), Kylie Everitt-Fox (6th), Mackenzie Bogan (6th), and Addison Dapias (6th). Thank you Ms. Jacquelyn Mullikin-Powers for her leadership. Congratulations to Adam Nash (8th) for being the Spelling Bee Champion. Central Academy will be hosting the Middle School Wrestling Classic on Saturday, February 2 and Capital Classic Basketball games on February 15. Students involved with We the People are preparing for the Nationals.

Mr. Shawn Snyder, High School Principal, was proud to announce Mrs. Veronica Evans will be a National AP Reader. Congratulations to Nicholas Del Rossi (9th), Ryan Frost (12th), Christopher Lankford (12th), Stephen Layton (9th), Nicholas Mentzer (11th), Aaliyah Neal (10th), Alex Palmer (12th), Samuel Rauch (12th), Benjamin Sobota (12th), Sophia Williams (10th), and Shannon Wilt (12th) for being selected to the Kent County Senior Honor Band. Ethan Lang (12th) met with representatives from Harvard University and other prestigious schools. Congratulations to Grace Sekscinski (12th) for being a US Presidential Scholar. Mr. Snyder reported the winter athletic teams are having a good season.

Milford Middle School (Lakeview Property) Committee Update

The next Steering Committee Meeting will be held on Tuesday, February 26, at 6:00 PM in the Central Academy cafeteria. Presently, the Technical Assistance subgroup is gathering information to present to the Steering Committee.

2019-2020 Calendar Proposal Discussion

Dr. Dickerson stated the 2019-2020 calendar proposal continues to be reviewed.

School Board Election

Dr. Dickerson stated that interested candidates must file with the Kent County Board of Elections by Friday, March 1, 2019. The election date is Tuesday, May 14, 2019. This May's election is for a Board member representing Area B.

DIRECTOR OF STUDENT SERVICES

Data Collection

Rosa DiPiazza, School Psychologist, reviewed the process that Mispillion Elementary utilizes for eligibility determinations, progress monitoring data collection, and strategic interventions before the team refers for evaluation. The data trajectory was reviewed in order to show the differences in a child requiring special education supports and a typical developing learner.

Public Reporting on Disproportionately Findings

The district was determined to be following all appropriate processes and procedures regarding special education eligibility determinations/identification.

Secondary Transition Compliance

Milford School District received recognition for meeting 100% compliance with regards to the State-Wide Indicator 13 Monitoring (Secondary Transition Compliance).

MHS Dress Code

Mr. Snyder informed the Board that he will be presenting a few modifications to the Milford High School dress code for discussion at a future Board meeting.

BUSINESS

Revenue and Expenditure Report

MOTION MADE BY MR. EVANS/SECONDED BY MR. SCHELHOUSE to approve the Revenue and Expenditure Report as of December 31, 2018. **Motion carried unanimously.**

DOE Financial Position Report

MOTION MADE BY MR. VEZMAR/ SECONDED BY MR. Evans to approve The DOE Financial Position Report. **Motion carried unanimously.**

Final Fiscal Year 2019 Revenue and Expenditure Budgets

MOTION MADE BY MRS. PURCELL/SECONDED BY MR. MILLER to approve the Final Fiscal Year 2019 Revenue and Expenditure Budgets. **Motion carried unanimously.**

Board Policy 3304A – Wellness Policy

MOTION MADE BY MR. EVANS/SECONDED BY MR. SCHELHOUSE to approve Board Policy 3304A – Wellness Policy. **Motion carried unanimously.**

Board Policy 3404 – High School/Home Activity Buses

Board Policy 4332 – Family and Medical Leave

Board Policy 4339 – Paid Leave for Birth or Adoption of a Child

Mrs. Croce presented the first reads of Board Policies 3404 – High School/Home Activity Buses, 4332 – Family and Medical Leave, and 4339 – Paid Leave for Birth or Adoption of a Child.

PERSONNEL

Personnel Report

RECOMMEND FOR EMPLOYMENT*

JOHNSON, Loreane

Mispiration – Child Nutrition (4 hrs.)

Effective: February 11, 2019

SPENCE, Wayne

High School – Night Custodian

Effective: February 4, 2019

WEBB, Jeffrey

Central Academy – Night Custodian

Effective: January 31, 2019

AMEND TRANSFER

ARTIST, Charity

Transfer from High School Child Nutrition 3 hrs. to High School Child Nutrition 5 hrs. (from 5.5 hrs.)

Effective: January 23, 2019

RESIGNATION

MANN, Devin

High School – Full-time Paraprofessional

Effective: February 28, 2019

Years of Service to MSD: 3 yrs. 6 mos.

RECOMMEND EMPLOYMENT – 2018-2019 LIMITED CONTRACTS FOR PERSONAL SERVICES*

Central	Track Coach, Head	Duffy, Emmanuel (21B)
Central	Track Coach, Asst.	Thompson, Kris (21B)
Central (21B)	Track, Volunteer	Wiley, Scott (21B), Phillips, Doug
Central	Soccer, Girls Coach, Head	Kemmerlin, Prince (21B)
Central	Soccer, Girls Coach, Asst.	Albright, Jena
High	Golf Coach, Head	Kendzierski, Keith
High	Golf, Volunteer	Kendzierski, Kristopher
High	Track Coach, Asst.	Jumper, Jason
High	Track Coach, Asst.	Motter, Heather
High	Track Coach, Asst.	Creshaw, Joe (21B)
High	Track, Volunteer	Skinner, Lance (21B)

*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 MRS. PURCELL/SECONDED BY MR. EVANS that the Board approve the Personnel Report as written. **Motion carried unanimously.**

Board Policy 4102 Employment Procedures: Certified and Non-Certified Personnel

MOTION MADE BY MR. EVANS/SECONDED BY MR. SCHELHOUSE to approve Board Policy 4102 Employment Procedures: Certified and Non-Certified Personnel as written. **Motion carried unanimously.**

Board Policy 4103 Employment Procedures: Administrators, Paraprofessionals

Board Policy 4104 Employment Procedures: Teacher Assistants

Board Policy 4105 Employment Procedures: Custodians

Board Policy 4106 Employment Procedures: Child Nutrition Services

Board Policy 4107 Employment Procedures: Secretaries

Board Policy 4108 Employment Procedures: Teacher

MOTION MADE BY MR. EVANS/SECONDED BY MR. SCHELHOUSE to delete Board Policies 4103 Employment Procedures: Administrators, Paraprofessionals, 4104 Employment Procedures: Teacher Assistants, 4105 Employment Procedures: Custodians, 4106 Employment Procedures: Child Nutrition Services, 4107 Employment Procedures: Secretaries, and 4108 Employment Procedures: Teachers. **Motion carried unanimously.**

INSTRUCTION AND STUDENT PROGRAMS

Director of Student Learning

Field Trips

MOTION MADE BY MR. SCHELHOUSE/SECONDED BY MRS. PURCELL to approve the field trips presented. **Motion carried unanimously.**

School Choice

MOTION MADE BY MR. SCHELHOUSE/SECONDED BY MR. EVANS to approve the School Choice School Year 2019-2020 recommendations. **Motion carried unanimously.**

Secondary Schools Presentation

Mr. Snyder and Mr. Zoll presented a power point with information pertaining to the school's activities, offerings, accomplishments and collaboration.

Supervisor of Technology

The district has posted an Erate form 470 to replace most of the network switches. This would utilize most of our remaining Erate budget in the five year cycle. The switches that are currently in the schools are nine to ten years old and will reach their end of life this October. The project is estimated to cost \$300,000 with the district being responsible for 20% of the cost. Our plan would be to utilize the Technology Block Grant to cover the district's share.

ADMINISTRATIVE SERVICES

Elementary School Boundary Lines

Dr. Stevenson reviewed the current elementary school boundary lines and showed a large map depicting the boundary lines.

ADJOURNMENT

MOTION MADE BY MR. SCHELHOUSE/SECONDED BY MRS. PURCELL that the Regular Meeting of the Milford Board of Education held on Monday, January 28, 2018 adjourn at 8:57 PM. **Motion carried unanimously.**

Kevin Dickerson, Executive Secretary

Edna Rust, Recording Secretary

MILFORD SCHOOL DISTRICT
Fiscal Year 2019 Monthly Revenue Report
As of January 31, 2019
58.3% of the Fiscal Year completed

REVENUE SOURCE	Final FY 2019 Budget	Actual to date	% received
STATE FUNDS			
Formula Salaries	26,147,461.67	24,260,341.70	92.78%
Cafeteria Salaries	558,887.00	558,887.00	100.00%
Division II, All Other Costs	879,584.00	879,584.00	100.00%
Division II, All Other Costs - VOC	105,381.00	105,381.00	100.00%
Division II, Energy	764,150.00	764,150.00	100.00%
Division III, Equalization	5,519,527.00	5,519,527.00	100.00%
State Transportation	2,994,921.23	2,994,921.23	100.00%
Homeless Transportation	342,000.00	342,000.00	100.00%
Foster Care Transportation	49,300.00	49,300.00	100.00%
Transportation Supply	1,000.00	1,000.00	100.00%
Related Services Cash Option	58,633.26	58,633.26	100.00%
Drivers' Education	14,414.00	14,414.00	100.00%
Unique Alternatives	319,710.30	319,710.30	100.00%
Professional Development	-	-	
Delaware Sustainment Fund	801,942.00	801,942.00	100.00%
Academic Excellence Cash Option	-	-	
Technology Block Grant	107,326.00	107,326.00	100.00%
Educator Accountability (CPR)	1,090.88	-	0.00%
World Language Expansion	48,395.08	48,395.08	100.00%
Odyssey of the Mind			
Education Opportunity Grant	142,014.00	142,014.00	100.00%
Recognition School (Mispillion)	8,000.00	8,000.00	100.00%
Student Success Block Grant - K-3	62,936.91	62,936.91	100.00%
Student Success Block Grant - Reading (Ross)	79,365.77	79,365.77	100.00%
School Safety and Security	140,421.29	140,421.29	100.00%
Minor Capital Improvements	399,880.00	399,880.00	100.00%
Milford Career and Technical Fund	25,000.00	25,000.00	100.00%
Major Capital Improvements	-	-	
TOTAL STATE FUNDS	39,571,341.39	37,683,130.54	95.23%
LOCAL FUNDS			
Current Expense (tax rate)	7,892,375.88	7,704,722.85	97.62%
Current Expense (capitations)	250.00	18.90	7.56%
Athletics	40,000.00	35,593.00	88.98%
Interest	85,000.00	89,106.94	104.83%
Building Rental	15,000.00	9,640.00	64.27%
Other Local Revenue	18,500.00	4,822.13	26.07%
Sol - Systems	1,500.00	521.37	34.76%
Energy Curtailment	15,000.00	18,831.49	125.54%
CSCRCP	20,000.00	-	0.00%
Indirect Costs	175,000.00	45,642.52	26.08%
Cafeteria	2,070,000.00	1,024,338.27	49.48%
Net Choice Billings	(102,585.39)	(102,214.99)	99.64%
Net Charter Billings	(108,404.57)	(108,404.56)	100.00%
Tuition Billings	(1,965,000.00)	(1,055,115.80)	53.70%
Social Studies Coalition/Donations	107,000.00	58,265.27	54.45%
Debt Service	1,270,000.00	1,206,233.30	94.98%
Debt Service - County Impact Fees	194,041.07	61,737.08	31.82%
Tuition	2,825,000.00	2,673,972.86	94.65%
Minor Capital Improvements	193,305.00	182,786.55	94.56%
E-Rate	25,000.00	8,652.56	34.61%
Extra Time Local Match	-	-	
Reading and Match Specialist Match Tax	-	-	
Technology Maintenance Match	-	-	
Major Capital Improvements	-	-	
TOTAL LOCAL FUNDS	12,770,981.99	11,859,149.74	92.86%
FEDERAL FUNDS			
IDEA Part B	1,064,130.00	1,064,130.00	100.00%
IDEA - Preschool	47,165.00	47,165.00	100.00%
Title I	1,835,010.00	1,835,010.00	100.00%
Title II	370,471.00	370,471.00	100.00%
Title III English Acquisition	51,993.00	51,993.00	100.00%
Education for the Homeless	-	-	
School Based HIV/STD Prevention	-	-	
Perkins	146,156.00	146,156.00	100.00%
TOTAL FEDERAL/OTHER FUNDS	3,514,925.00	3,514,925.00	100.00%
GRAND TOTAL ALL FUNDS	55,857,248.38	53,057,205.28	94.99%

Milford School District
Monthly Report of Expenditures
For the month ended January 31, 2018

Operating Unit	Budget Line	Final Budget					% Remaining
		Amount	Encumbered	Expended	Budget Remaining		
9180668A	Benjamin Banneker Elementary School	\$ 62,560.50	7,081.55	13,630.69	\$ 41,848.26	66.89%	
9180670A	Evelyn I. Morris Early Childhood Center	\$ 47,368.00	5,233.38	18,110.96	\$ 24,023.66	50.72%	
9180672A	Lulu M. Ross Elementary School	\$ 77,822.00	5,384.86	20,192.53	\$ 52,244.61	67.13%	
9180673A	Mispillion Elementary School	\$ 64,424.50	1,881.13	18,060.85	\$ 44,482.52	69.05%	
9180675A	Milford Central Academy	\$ 121,750.00	3,326.11	62,771.24	\$ 55,652.65	45.71%	
9180678A	Milford Senior High School	\$ 154,387.50	18,546.60	83,912.83	\$ 51,928.07	33.63%	
99900000	Board Of Ed/District Expenses	\$ 2,000.00	-	1,342.71	\$ 657.29	32.86%	
	School Resource Officer	\$ 165,000.00	4,199.00	157,896.00	\$ 2,905.00	1.76%	
99900100	Legal Services, Audit and Insurance Premiums	\$ 109,459.00	9,282.73	12,471.02	\$ 87,705.25	80.13%	
99900300	District Expenditures	\$ 20,000.00	80.00	5,438.18	\$ 14,481.82	72.41%	
	School Safety and Security	\$ 140,421.29	87,415.00	50,930.05	\$ 2,076.24	1.48%	
	Public Relations and Communication	\$ 1,000.00	-	871.96	\$ 128.04	12.80%	
	Copy Center (District Wide)	\$ 98,500.00	40,756.89	55,921.63	\$ 1,821.48	1.85%	
	Student Emergency Fund	\$ 4,000.00	2,000.00	2,000.00	\$ -	0.00%	
99910100	Superintendent	\$ 1,500.00	205.06	1,044.86	\$ 250.08	16.67%	
99920000	World Language Immersion (State Grant)	\$ 48,395.08	-	28,282.45	\$ 20,112.63	41.56%	
	Educator Accountability (State Grant)	\$ 1,090.88	-	-	\$ 1,090.88	100.00%	
	Milford Career and Technical (State Grant)	\$ 25,000.00	-	-	\$ 25,000.00	100.00%	
	Student Success Block Grant (Reading)	\$ 79,365.77	-	25,234.55	\$ 54,131.22	68.20%	
	Education Opportunity Grant - Ross	\$ 142,014.00	-	19,901.59	\$ 122,112.41	85.99%	
	Recognition School - Mispillion	\$ 8,000.00	-	6,589.00	\$ 1,411.00	17.64%	
	Summer School	\$ 25,000.00	-	20,132.06	\$ 4,867.94	19.47%	
	Translators	\$ 20,000.00	-	6,154.80	\$ 13,845.20	69.23%	
	Extra Time Programs	\$ 25,000.00	-	9,659.41	\$ 15,340.59	61.36%	
	Curriculum and Instruction	\$ 200,600.00	21,800.00	74,937.36	\$ 103,862.64	51.78%	
99920500	State Professional Development	\$ -	-	-	\$ -		
99920700	Athletics - High School	\$ 156,500.00	55,082.75	77,978.55	\$ 23,438.70	14.98%	
	Athletics - Milford Central Academy	\$ 26,500.00	9,422.04	17,813.13	\$ (735.17)	-2.77%	
99920800	Driver's Education	\$ 14,414.00	723.73	13,598.06	\$ 92.21	0.64%	
99930200	Tuition - Special Services	\$ 574,500.00	61,366.60	119,222.30	\$ 393,911.10	68.57%	
	Tuition - Special Services - ILC	\$ 285,500.00	4,319.25	118,392.01	\$ 162,788.74	57.02%	
	Unique Alternatives (State Funds)	\$ 319,710.30	148,638.70	141,589.70	\$ 29,481.90	10.33%	
99930300	Special Services	\$ 49,000.00	14,947.35	25,669.49	\$ 8,383.16	17.11%	
	Student Success Block Grant (K-3 Basic)	\$ 62,936.91	-	445.60	\$ 62,491.31		
	Special Services - State Related Services	\$ 58,633.26	-	2,730.00	\$ 55,903.26	95.34%	
99940100	Contingencies and One-Time Items	\$ 200,000.00	-	-	\$ 200,000.00	100.00%	
99940100	Milford Middle School Evaluation	\$ 50,000.00	-	1,381.82	\$ 48,618.18	97.24%	
99940200	Division I/Formula Salaries	\$ 26,147,461.67	-	16,420,966.10	\$ 9,726,495.57	37.20%	
99940300	Division II - Vocational	\$ 105,381.00	4,499.74	35,717.51	\$ 65,163.75	61.84%	
99940400	Division III/Local Salaries	\$ 10,300,000.00	-	5,455,732.02	\$ 4,844,267.98	47.03%	
	Union agreed Limited Contracts	\$ 340,000.00	-	164,711.23	\$ 175,288.77	51.56%	
99940500	Title I	\$ 1,835,010.00	125,721.30	366,105.64	\$ 1,343,183.06	73.20%	
	Title II	\$ 370,471.00	-	-	\$ 370,471.00	100.00%	
	Title III	\$ 51,993.00	-	6,444.36	\$ 45,548.64	87.61%	
	IDEA Part B	\$ 1,064,130.00	121,802.80	204,474.12	\$ 737,853.08	69.34%	
	IDEA Preschool	\$ 47,165.00	-	-	\$ 47,165.00	100.00%	
	Perkins	\$ 146,156.00	2,200.00	61,667.27	\$ 82,288.73	56.30%	
	Homeless	\$ -	-	-	\$ -		
	Other Federal Grants	\$ -	-	-	\$ -		
99940600	Insurance Expense	\$ 87,500.00	-	86,195.00	\$ 1,305.00	1.49%	
99940700	Social Studies Coalition/Donations	\$ 107,000.00	486.90	20,281.25	\$ 86,231.85	80.59%	
99940810	Technology Equipment & Repair	\$ 272,800.00	32,390.47	153,765.93	\$ 86,643.60	31.76%	
	Technology Block Grant	\$ 107,326.00	-	76,684.88	\$ 30,641.12	28.55%	
99940900	Tuition Reimbursement	\$ 60,000.00	-	-	\$ 60,000.00	100.00%	
99950000	Personnel/Human Resources	\$ 8,000.00	491.67	6,400.02	\$ 1,108.31	13.85%	
99960000	Child Nutrition Operations	\$ 2,070,000.00	107,435.84	1,239,384.16	\$ 723,180.00	34.94%	
	Cafeteria Salaries	\$ 558,887.00	-	279,351.23	\$ 279,535.77	50.02%	
99960100	Facilities Maintenance	\$ 90,000.00	31,156.69	48,880.60	\$ 9,962.71	11.07%	
	Custodial Services and Supplies	\$ 90,000.00	21,928.27	53,112.54	\$ 14,959.19	16.62%	
99960200	Operations and Utilities	\$ 314,100.00	50,346.05	153,806.00	\$ 109,947.95	35.00%	
	Energy Division II	\$ 764,150.00	255,489.70	409,844.10	\$ 98,816.20	12.93%	
99960300	State Transportation	\$ 2,994,921.23	902,574.05	1,477,360.24	\$ 614,986.94	20.53%	
	State Homeless Transportation	\$ 342,000.00	158,556.70	166,443.30	\$ 17,000.00	4.97%	
	State Foster Transportation	\$ 49,300.00	13,486.00	26,514.00	\$ 9,300.00	18.86%	
	Transportation Supplies	\$ 1,000.00	-	-	\$ 1,000.00	100.00%	
99960400	Transportation Internal Budget (Local)	\$ 23,000.00	579.59	17,465.69	\$ 4,954.72	21.54%	
	Local Activities Transportation	\$ 3,000.00	-	267.65	\$ 2,732.35	91.08%	
	Local Homeless Transportation Match	\$ 38,000.00	16,256.30	18,493.70	\$ 3,250.00	8.55%	
	Local Transportation Match	\$ 332,769.03	106,850.39	161,376.19	\$ 64,542.45	19.40%	
Total Operating Budget		\$ 52,163,873.92	\$ 2,453,945.19	\$ 28,325,752.12	\$ 21,384,176.61	40.99%	
99970000	Local Debt Service	\$ 1,464,041.07	-	1,060,077.15	\$ 403,963.92	27.59%	
99970200	Minor Capital Improvements	\$ 666,467.00	55,196.46	141,801.81	\$ 469,468.73	70.44%	
Total Capital Budget		\$ 2,130,508.07	\$ 55,196.46	\$ 1,201,878.96	\$ 873,432.65	41.00%	
Grand Total		\$ 54,294,381.99	\$ 2,509,141.65	\$ 29,527,631.08	\$ 22,257,609.26	40.99%	

Note: Budgets are based on the final 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.

MILFORD SCHOOL DISTRICT
Milford, Delaware 19963

POLICY

3404

HIGH SCHOOL/HOME ACTIVITY BUSES

The Milford Board of Education shall provide two (2) activity buses for Milford Senior High School students.

Any high school student staying after school for an approved supervised student activity, i.e., athletic team practice, club meeting, class make-up work, is eligible to ride the bus. These students must present a "Rider's Pass" in order to board the bus each day. Activity sponsors are responsible for issuing passes. The buses will depart as scheduled and only release at predetermined drop points (not door-to-door).

ADOPTED: 8/15/83; 6/21/93;

MILFORD SCHOOL DISTRICT

Milford, Delaware 19963

POLICY

4332

Federal Family and Medical Leave Policy

An employee of the Milford School District may be eligible to take unpaid family and medical leave under the federal law, the Family and Medical Leave Act or certain leave under the National Defense Authorization Act, which amends FMLA (collectively, "FMLA").

The Milford School District's policy is to follow FMLA, its regulations and the Department of Labor's (DOL's) notices. If an employee has questions regarding FMLA, they should contact the Chief Financial Officer or the Finance and Benefits department.

Milford School District reserves all rights under FMLA and other leave laws, and counts available FMLA leave using the rolling calendar basis. This is measured backward from the date an employee uses any FMLA leave. Milford School District counts FMLA leave concurrently with paid leave, meaning that used FMLA leave, which is unpaid, will be paid to the extent there is available leave days, which will reduce the leave balance. It is the employee's responsibility to notify a supervisor or the Chief Financial Officer of absences that may be covered by FMLA.

The need to take non-emergency leave should generally be requested at least 30 days, or as soon as practical, in advance of the date the leave is expected to begin. In cases of emergency, notice should be given as soon as possible (or by a representative if the employee is incapacitated), and the application form should be completed as soon as practical.

Failure to provide adequate notice or documentation may result in a delay or denial of the leave. The employee must provide sufficient information regarding the reason for an absence for Milford School District to know that protection may exist under this policy. Failure to provide this information will result in delay or forfeiture of rights under this policy. This means the absence may then be counted against the employee's record for purposes of discipline for attendance or similar matters. All absence procedures must be followed unless otherwise preapproved.

This policy is separate from any policy or guidance related to the State of Delaware Paid Family Leave Act.

MILFORD SCHOOL DISTRICT
Milford, Delaware 19963
POLICY

4332

FAMILY AND MEDICAL LEAVE

The Milford School District Board of Education adopts the following policy in order to assure the Milford School District's ("the District") compliance with the Family and Medical Leave Act (FMLA). This Policy is intended to comply with the National Defense Authorization Act (NDAA) for FY 2008, the Family and Medical Leave Act of 1993 (the "FMLA") as amended, the Department of Labor's regulations implementing FMLA, and any applicable collective bargaining agreements, and shall be construed consistently with NDAA, FMLA and any applicable regulations. Unless otherwise required by law, the District will grant up to 12 weeks (26 weeks for certain service member family leave) of family and medical leave during any 12 month period to eligible employees. Effective March 8, 2013, FMLA "Qualifying Exigency Leave" covered family member has been extended to include Regular Armed Forces. The FMLA now also provides for up to 26 workweeks of "Military Caregiver Leave" i.e., leave for employees during a single 12-month period to care for a covered military family member and covered veteran.

I. ELIGIBILITY FOR LEAVE

A. FMLA applies to all employees who:

1. have worked a minimum of 1250 hours during the preceding twelve (12) month period, which may or may not be consecutive, but only to the extent required by law.; AND
2. have been employed by the District for at least a twelve month period.

Note: An employee returning from fulfilling his or her National Guard or Reserve military obligation shall be credited with the hours of service that would have been performed but for the period of military service in determining whether the employee worked the 1,250 hours of service.

B. PROVISIONS:

Eligible employees may take:

- a) Up to 12 workweeks FMLA leave for serious health conditions of themselves or specified family members. This includes "Qualifying Exigency Leave" for families of active duty Regular Armed Forces, National Guard and Reserve members to manage their affairs (the eligibility period for this type of leave begins on the first day of FMLA leave and runs for 12 months);
- b) Up to 26 workweeks Military Caregiver Leave to care for a qualified military family member and qualified veteran (the eligibility period for this type of leave begins on the first day of Military Caregiver Leave and runs for a single 12-month period).

- C. EXCEPTION: The District may deny an employee job restoration if:
1. the employee is among the highest paid 10% of the District's employees;
 2. denial of job restoration is necessary to prevent substantial and grievous economic injury to the operations of the District; AND
 3. the District must notify the employee of the intent to deny him or her job restoration at the time the employee first requests leave.

II. REASONS FOR WHICH A LEAVE MAY BE GRANTED UNDER THE FMLA

A. To qualify for FMLA leave under this policy, the employee must use the leave for one of the following reasons:

- For birth of a son or daughter of the employee, and to care for such newborn child;
- For placement with the employee of a son or daughter for adoption or foster care;
- To care for the employee's spouse, son or daughter, or parent with a serious health condition;
- Because of a serious health condition that makes the employee unable to perform the functions of the employee's job;
- Because of any qualifying exigency arising out of the fact that the employee's spouse, son, daughter, or parent is a covered military member on active duty (or has been notified of an impending call or order to active duty) in the U.S. Armed Forces in support of a contingency operation; and
- To care for a covered servicemember with a serious injury or illness sustained in the line of duty if the employee is the spouse, son, daughter, parent, or next of kin of the servicemember.

B. A "serious health condition" entitling an employee to FMLA leave means an illness, injury, impairment or physical or mental condition that involves inpatient care or continuing treatment by a health care provider as defined in the FMLA. Employees with questions about what illnesses are covered under this FMLA policy are encouraged to consult with the Director of Personnel.

C. "Parent" does not include parents-in-law.

D. "Spouse" means a husband or wife as defined or recognized under Delaware law for the purposes of marriage.

~~includes only those recognized by the State of Delaware as being married. Thus, spouses of common law and same sex marriages would not qualify for leave, unless otherwise required by law.~~

E. For Military Caregiver Leave-For Family Member's Serious Health Condition

- "Son" or "daughter" mean son or daughter on active duty or call to active duty status" as an employee's biological, adopted, or foster child, stepchild, legal ward, or a child for whom the employee stood in loco parentis, who is on active duty or called to active duty status, and who is of any age.

F. For Exigency Leave for child care and school activities

- "Son" or "daughter" mean a biological, adoptive, step, or foster child, a legal ward, or a child of a person standing "in loco parentis" under age 18 or age 18 or older and incapable of self-care because of a mental or physical disability.

G. The entitlement to a leave for the birth, adoption or placement of a child expires twelve (12) months from the birth, adoption or placement of the child.

H. Employees who are husbands and wives and both eligible District employees are limited to a single twelve (12) month period for childbirth, adoption or placement of a child. For other types of family and medical leave, each spouse is treated individually.

I. The District may ask for certification of the serious health condition. The District will use the U.S. Department of Labor Form WH-380, the *Certification of Health Care Provider*, to obtain this certification. The employee should respond to this request within 15 days or provide reasonable explanation for the delay. Failure to provide certification may result in a denial of continuation of leave. The District will request medical certification in writing as part of the employer's response to an employee's request for leave.

The District reserves the right, in requiring certification from a health care provider, to provide a statement of the essential functions of the employee's position for the health care provider to review. A sufficient medical certification must specify what functions of the employee's position the employee is unable to perform so that the District can then determine whether the employee is unable to perform one or more essential functions of the position.

The District reserves the right to ask for a second opinion from a physician or facility of their choice. If the District requests a second opinion, the cost of the second opinion will be paid for by the District. In order to resolve a discrepancy between the first and second opinions, a third opinion will be required which will be mutually agreed upon by the employee and the District. The cost of a third opinion will be paid by the District and will be the final determination of the employee's condition.

The District reserves its right to require subsequent recertifications on a reasonable basis.

III. LEAVE WHICH MAY BE GRANTED.

A. An employee may take FMLA leave in 12 consecutive weeks, or to the extent required by FMLA, may use the leave (i) intermittently or (ii) to reduce the workweek or workday, resulting in a reduced-hour schedule. In all cases other than leave to care for a covered servicemember with a serious injury or illness, FMLA leave may not exceed 12 weeks over a 12 month period. Except in the case of leave to care for a covered servicemember with a serious injury or illness, the District will measure the 12 month period as a rolling 12 month period measured backward from the date an employee uses any leave under this policy. Each time an employee takes FMLA leave, the District will compute the amount of FMLA leave the employee has taken

during the prior 12 months and subtract such leave from the 12 weeks of available leave time. The balance remaining is the amount the employee is entitled to take at that time.

An eligible employee's FMLA leave entitlement is limited to a total of 26 workweeks of leave during a single 12-month period to care for a covered servicemember with a serious injury or illness. The "single 12-month period" in which the 26-weeks-of-leave-entitlement occurs is determined measured forward from the date an employee's first FMLA leave to care for the covered servicemember begins.

B. FMLA leave is without pay except as set forth in the following paragraph.

If the employee has accrued paid time off, such as sick or vacation time, the employee must use paid leave first and take the remainder of the 12 weeks as unpaid leave. Any paid time off will count towards the 12 weeks of FMLA entitlement. Accrual of vacation and sick time will be suspended during any unpaid leave.

C. Intermittent and reduced schedule leave

1. Intermittent leave or a reduced leave schedule may be taken only as required by or provided in the Act. Incremental leave must be taken in minimal increments equivalent to the minimal increments of time for personal, sick or vacation time, whichever of personal, sick, or vacation time is greatest. The amount of leave taken on an intermittent basis for employees who work a variable schedule or mandatory overtime will be calculated pursuant to the Act.

2. "Reduced Leave Schedule" means a leave schedule that reduces the usual number of hours per workweek or hours per workday of an employee.

3. Intermittent leave or leave on a reduced schedule is not available to employees if the leave is because of the birth, adoption, or foster care of a son or daughter, unless the District and the employee agree otherwise.

4. If intermittent leave or leave on a reduced schedule is requested for qualifying conditions, the District may require the employee to transfer temporarily to an available alternative position, when the alternative position will offer the same pay and benefits. We may also transfer you to a part-time job with the same hourly rate of pay and benefits, provided you are not required to take more leave than is medically necessary.

IV. RIGHTS OF AN EMPLOYEE

A. The employee has the following rights under the FMLA:

1. The District is required to maintain health care coverage for the duration of the employee's leave at the level and under the conditions coverage would have been provided if the employee had continued in employment for the duration of the leave.

2. If the employee is using available paid time off, the cost of the employee portion of the employee's health coverage will continue to be deducted from their paycheck. In the event that the employee is on unpaid leave or is not receiving wages sufficient to cover the cost of the employee's portion of their health coverage, the employee will be responsible for paying their portion of the coverage to the District by the first of each month.
3. For elective payroll deductions, we will continue to make payroll deductions to cover premiums while the employee is on paid leave. If the employee is on unpaid leave, the employee must request that those policies be continued and must make premium payments to the District by the first of each month.
4. Failure to pay for the employee's portion of health insurance or elective payroll deductions defined above by the 1st of the month will result in those policies being cancelled.
5. If the employee chooses not to return to work for reasons other than a continued serious health condition of the employee or the employee's family, or a circumstance beyond the employee's control, the District will require the employee to reimburse the District the amount it paid for the employee's health insurance premium and other deductions during the leave period.
6. The taking of leave shall not result in the employee losing any employment benefit accrued prior to the date on which the leave commenced, such as seniority or pension benefits.
7. The employee is not entitled to accrue any benefits, including seniority benefits, that would have occurred during a leave of absence.
8. The employee is not entitled to unemployment compensation benefits while on leave.

V. EMPLOYEE'S RESPONSIBILITIES

A. All employees requesting leave under this policy must provide written notice with an explanation of the reason(s) for the needed leave to the Personnel Director at least 30 days before the date the leave is to begin. The employees' immediate supervisor will advise the appropriate management staff and the Personnel Director. If 30 days notice cannot be given because of an unexpected change in circumstance, a medical emergency or the like, notice must be given with as much lead time as possible, normally within one to two business days of when the employee becomes aware of the need for FMLA. If the employee fails to provide 30 days' notice for foreseeable leave with no reasonable excuse for the delay, the leave request may be denied until at least 30 days from the date the employer receives notice. When taking leave for any reason, the employee must explain the reason for the leave in order to allow the District to determine whether the leave qualifies as FMLA leave. If an employee fails to provide reason for the leave, the leave may be denied. While on leave, employees are requested to report periodically to the company regarding the status of the medical condition and their intent and expected date to return to work.

B. If an employee anticipates leave will be needed based on planned medical treatment, the employee must make a reasonable effort to schedule the medical treatment, subject to approval

of the employee's health-care provider, in a manner that does not disrupt unduly District operations. If an instructional employee does not give required notice of foreseeable FMLA leave to be taken intermittently or on a reduced leave schedule, the District may require the employee to take leave of a particular duration, or to transfer temporarily to an alternative position. Alternatively, the District may require the employee to delay the taking of leave until appropriate notice is provided.

C. For purposes of leave under the FMLA, all notifications to the District must be in writing and addressed to the Personnel Director.

VI. RETURN FROM LEAVE

A. Any employee that has taken FMLA leave because of the employee's own serious health condition must provide a medical certification from their treating healthcare provider which states the employee is able to resume work, before the employee will be permitted to return to work. We will provide you with the information that is required to be included in a certification. All relevant parts of certification must be completed. We may also request information under the Americans With Disabilities Act, and rely upon information we receive. An employee who takes FMLA leave must notify the District of the date they intend to return to work as soon the date is known.

B. Personnel replacing employees on Family Medical Leave shall be compensated at the daily substitute rate when the anticipated leave is for 10 days or less. Beginning on the 11th day of coverage the substitute will begin receiving the daily rate in effect as determined by the current state and local salary scales for a teaching position with a Bachelor's Degree and 0 years of experience. A substitute will not be placed on a temporary contract, at their actual per diem rate, unless they are expected to provide coverage in excess of 12 weeks (60 working days) and the coverage is expected to continue through the end of the current school year.

C. Upon returning from leave, the District must restore the employee to the position held by the employee when the leave commenced, or restore the employee to an equivalent position with equivalent employment benefits, pay, and other terms and conditions of employment. If the employee would have been laid off or otherwise terminated during the leave, the District is not required to restore the employee to his or her position or an equivalent. The employee only has the same rights that he or she would have had if the employee had been working during the leave period.

VII. INSTRUCTIONAL EMPLOYEES

FMLA provides special rules affecting the taking of intermittent leave, leave on a reduced leave schedule, or leave near the end of an academic term (semester), by instructional employees. The District reserves its rights to limit, require, or modify leave according to FMLA provisions. FMLA does not affect any federal or state law prohibiting discrimination, or supersede any state or local law or collective bargaining agreement which provides greater family or medical leave rights.

ADOPTED 12/19/94

AMENDED: 8/25/03; 2/25/08; 4/27/09, 3/25/13

REPLACE WITH
NEW LANGUAGE

**MILFORD SCHOOL DISTRICT
Milford, Delaware 19963**

POLICY

4339

PAID LEAVE FOR BIRTH OR ADOPTION OF A CHILD

I. Purpose

The purpose of this policy is to provide guidelines under which full-time employees may exercise their right to take paid leave upon the birth or adoption of a child pursuant to Section 1333 of Title 14 of the Delaware (“Section 1333”).

II. Definitions

A. **Full-time employee** means a full-time State pension eligible employee employed by a reorganized school district, charter school, or vocational school district for at least 12 consecutive months in a 9 month, 10 month, 11 month, or 12 month position requiring 30 or more hours of work during a standard workweek.

B. **12 weeks of paid leave** means 12 workweeks. The fact that a holiday may occur within a week of paid leave has no effect in that the week counts as a week of paid leave. If, however, an employee is not expected to work for an entire week (e.g. school closing for Winter Holiday, Spring Break, or Summer Break), the week does not count against the employee’s paid leave entitlement.

C. **The District** refers to the Milford School District.

D. **Intermittent leave** is leave taken in separate blocks of time due to a single qualifying reason. If an employee works less than 12 months in a year, paid leave taken

for a period ending at the end of a school year, and resuming at the beginning of the following school year, is leave taken consecutively rather than intermittently.

E. **Reduced leave schedule** is a leave schedule that reduces an employee's usual number of working hours per workweek, or per workday.

F. **Paid leave** refers to the paid leave taken pursuant to Section 1333(a).

G. **Parent** means legal parent as evidenced by birth certificate, adoption documents, court order, or other legal documents.

H. **Multiple births/adoptions** means more than one child is born from the same pregnancy, or more than 1 child who is 6 years old or younger adopted through the same adoption process, or on the same date.

I. **FMLA** refers to the Family Medical Leave Act.

J. **STD** refers to Short Term Disability.

K. **Written notice** means written notice to the District's Human Resources Department.

III. **Paid Leave Entitlement**

A. A full-time employee employed by a reorganized school district, charter school, or vocational school district for at least 12 consecutive months **immediately prior to the date of birth or adoption** (see definition of "full-time employee" in Section II.A.) shall be entitled to 12 weeks of paid leave upon the birth of a child of the employee, or upon adoption by the employee of a child who is 6 years old or younger. The birth of a child, or adoption of a child, must occur on or after April 1, 2019. Multiple births/adoptions do not increase the length of paid leave.

B. Paid leave is for the purpose of caring for and bonding with the child. If the employee is not caring for and bonding with the child, the employee is not eligible for paid leave. If, for whatever reason, the child is no longer in the care of the employee, the paid leave shall terminate.

C. The entitlement to paid leave shall expire at the end of the 12-month period beginning on the date of the birth or adoption creating the entitlement to paid leave. If, for example, an employee entitled to paid leave takes 6 weeks of paid leave during this 12-month period, there will be no entitlement to take the remaining 6 weeks of paid leave subsequent to the expiration of the 12-month period following the birth or adoption creating the entitlement to paid leave. If an employee receiving paid leave terminates employment prior to the end of the 12-month period, there shall be no payment for unused paid leave.

D. Paid leave cannot be taken on an intermittent basis, or be used to create a reduced leave schedule. Paid leave must be taken for a continuous block of time up to a maximum of 12 weeks.

E. If two District employees are eligible for paid leave for the same birth or adoption, each of the employees is eligible for 12 weeks of paid leave. Paid leave for the employees ends at the expiration of the 12-month period beginning on the date of the birth or adoption.

IV. Right to Use Accumulated Sick Leave

A. Employees who are not eligible for paid leave may use accumulated sick leave upon the birth or adoption of a child pursuant to Section 1333(c). Employees eligible for paid leave cannot use accumulated sick leave to extend paid leave upon the

birth or adoption of a child beyond the 12 weeks of paid leave provided by Section 1333(a), unless otherwise approved by the District's Board of Education

B. The right to use accumulated sick leave pursuant to Section 1333(c) is without regard to length of employment.

V. Impact on FMLA Leave Entitlement and STD

The use of paid leave, or the use of accumulated sick leave under § 1333(c), shall run concurrently with FMLA leave, and STD. If, for example, a full-time employee uses 12 weeks of paid leave, the use of the 12 weeks of paid leave will also result in the use of 12 weeks of FMLA leave. When the use of paid leave runs concurrently with STD, STD shall pay 75% of the employee's salary, and paid leave shall pay 25% of the employee's salary.

VI. Notice and Certification

A. If an employee intends to take paid leave upon the birth of the employee's child, the employee shall provide the District written notice of intent to take paid leave at least 30 days' in advance of the expected date of birth. If an employee intends to take paid leave based upon the adoption of a child, the employee must provide written notice of intent to take paid leave at least 30 days' in advance of the adoption if the date of the adoption is foreseeable. If the date of the adoption is not foreseeable, the employee shall provide the District written notice of the date of adoption as soon as practicable.

B. If an employee requests paid leave based upon the birth or adoption of a child, the employee shall provide documentation of the birth or adoption within 30 days of the birth or adoption, or as soon as documentation is available. The name of a legal parent must appear on the birth certificate, a legal document establishing paternity, or a

legal document establishing adoption. Situations where a legal document cannot be provided at the time of birth or adoption, or within a reasonable time thereafter, will be considered on a case-by-case basis. Legal documents considered include a report of birth, a birth certificate, and an adoption order. The documents provided shall show the date of the birth or adoption age of the adopted child, and name of the parent(s). An employee's stepchild is not the child of the employee, unless the employee adopts the stepchild.

VII. Amendment or Repeal of Section 1333

The Board reserves the right to revise or rescind this policy. If Section 1333 is amended, the policy will be revised to conform the policy to the amendment. If Section 1333 is repealed, this policy is null and void.

VIII. Effective Date

This policy takes effect on April 1, 2019.

ADOPTED:

PERSONNEL REPORT – *Action Item*

RECOMMEND FOR EMPLOYMENT – TEMPORARY CONTRACT*

ABBOTT, Quinn

Central Academy – Physical Education Teacher

Effective: February 20, 2019 and ending June 30, 2019

WISE, Carly

Ross – Autism Teacher

Effective: March 6, 2019 and ending June 30, 2019

RECOMMEND EMPLOYMENT – 2018-2019 LIMITED CONTRACTS FOR PERSONAL SERVICES*

Central	Baseball Coach, Asst.	Abbott, Quinn
Central	Lacrosse, Asst.	Frederick, Jack (21B)
Central	Softball Coach, Asst.	Eskridge, Tori (21B)
High	Lacrosse Coach, Asst.	Boyd, Bryan/ Edwards, Thomas (21B)/ Ryan Deeney

*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.

EMPLOYMENT PROCEDURE: LIMITED CONTRACTS

The following procedures will be used to employ personnel for Limited Contracts

Limited Contracts - Instruction are defined as additional responsibilities that require significant time beyond the regularly scheduled school day. Compensation shall be paid to staff performing the approved Limited Contract based upon the following categories 1,2,3,4,5. The Limited Contract of compensation categories **shall be** based upon the number of hours required and the position's level of responsibility.

1. All Limited Contracts - Instruction **terminate at the end of each school year.**
2. Those staff members that were employed under a Limited Contract – Instruction the previous school year may be recommended by administration, without posting or advertising the position, to the Board if they received a satisfactory rating. Each staff member holding a Limited Contract - Instruction shall receive an evaluation by June 30 of each year.
3. The district reserves the right not to renew any contract regardless of the proficiency rating.

Limited Contracts - Athletics assignments are defined as additional responsibilities involving coaching, training, and monitoring student athletes in various sporting activities which require significant time beyond the regularly scheduled school day. Compensation shall be paid to staff performing approved Limited Contract - **Athletics** based upon the following categories A,B,C,D,E. The assignment of compensation categories **shall be** based upon the number of after-school hours required, the position's level of administrative responsibility, the number of students involved in the sport, the number of days in the season, the liability of the sport due to injury risks, number of events, number of staff supervised and the general exposure of the sport.

1. All Limited Contracts **terminate at the end of each school year.**
2. Those staff members that were employed under a Limited Contract - **Athletics** the previous school year **may** be recommended by administration, **without posting or advertising the position**, to the Board for that position if they received a satisfactory rating. Each staff member holding a Limited Contract - **Athletics** shall receive an evaluation by June 30 of each year.
3. The district reserves the right not to renew any coaching contract regardless of the proficiency rating. **Coaching positions** held by a person **who is not an employee of the school district** hired under **Delaware Interscholastic Athletic Association regulation 14 DE**

Admin. Code 1008/1009 7.2 Emergency Coaches may not be renewed if a qualified district employee applicant becomes available to assume that position.

Limited Contract Employment Procedures:

- A. If a vacancy exists, the Principal or Athletic Director shall post the position.
- B. The Principal or Athletic Director will first attempt to fill the vacancy from within the same building.
- C. If a position cannot be filled from within the same building, the Principal or Athletic Director shall consider other district employees.
- D. If a position cannot be filled from within the school district, the Principal or Athletic Director shall consider outside applicants who are at least 21 years of age. For Limited Contracts - Athletics outside candidates must meet conditions of 14 DE Admin. Code 1008/1009 7.2 Emergency Coaches.
- E. If interviews are required, the committee shall consist of at least three people.
 - a. Limited Contract – Instruction: Administrator, Teacher, one additional employee
 - b. Limited Contract – Athletics: Administrator, Athletic Director, one additional employee
- F. The committee shall recommend one candidate to the Superintendent, who may also interview the candidate.

REVISED: 3/22/10; 6/7/10; 7/12/10; 11/25/13

EMPLOYMENT PROCEDURE: LIMITED CONTRACTS

The following procedures will be used to employ personnel for Limited Contracts ~~for Personal Services.~~

Limited Contracts for - Instruction are defined as additional responsibilities which require significant time beyond the regularly scheduled school day. Compensation shall be paid to staff performing the approved Limited Contract based upon the following categories 1,2,3,4,5 ~~for Limited Contracts for instruction.~~ The Limited Contract of compensation categories is **shall be** based upon the number of hours required and the position's level of responsibility. ~~In addition to the base compensation categories, staff shall earn an additional amount of \$50 per each year served in that particular Limited Contract assignment.~~

1. All Limited Contracts ~~for - Instruction~~ **terminate at the end of each school year.** ~~are for duration of one (1) year.~~
2. ~~Those staff members that were employed under a Limited Contract for instruction shall complete a Scope of Services report by June 30. If the holder of the Limited Contract for - Instruction has completed the Scope of Services~~ **performed the duties of the contract** to the satisfaction of the principal, he/she may recommend that person for renewal without posting or advertising the position. **Limited Contracts – Instruction may be posted at the end of each school year at the discretion of the principal.** ~~The principal will make a recommendation to the Board.~~

Limited Contracts - Athletics for athletic assignments are defined as additional responsibilities involving coaching, training, and monitoring student athletes in various sporting activities which require significant time beyond the regularly scheduled school day. Compensation shall be paid to staff performing approved Limited Contract **- Athletics** based upon the following categories A,B,C,D,E. ~~for athletic assignments.~~ The assignment of compensation categories is **shall be** based upon the number of after-school hours required, the position's level of administrative responsibility, the number of students involved in the sport, the number of days in the season, the liability of the sport due to injury risks, number of events, number of staff supervised and the general exposure of the sport.

1. All Limited Contracts **terminate at the end of each school year.** ~~are for duration of one (1) year.~~
2. Those staff members that were employed under a Limited Contract **- Athletics** ~~for athletics~~ the previous school year ~~will~~ **may** be recommended to the Board by the administration for that activity if they received a satisfactory rating. Each staff member holding a Limited Contract **- Athletics** ~~for athletics~~ shall receive an evaluation by June 30 of each year. ~~The district believes it to be in the best interest of students and the athletic program for all coaching positions to be filled by qualified persons who are under full-time employment contracts with the Milford School District. The district reserves the right not to renew any coaching contract, regardless of the proficiency rating.~~ **Coaching positions** held by a

person who is not an employee of the school district hired under Delaware Interscholastic Athletic Association regulation 14 Del.C. §1000 7.2 Emergency Coaches Rule 21B, Emergency Coaches, Delaware Secondary School Athletic Association's Official Handbook, may not be renewed if a qualified full-time district employee applicant becomes available to assume that position.

4309A

Limited Contract Employment Procedures

- A. If a vacancy exists, the Principal or Athletic Director shall post the position.
 - B. The Principal or Athletic Director will attempt to fill the vacancy from within the same building. The principal shall post the position in his/her building for a period of seven calendar days.
 - C. If a position cannot be filled from within the same building, the Principal or Athletic Director shall consider teachers from other district employees buildings.
 - D. If coaches' a position cannot be filled from within the school district, the Principal or Athletic Director shall consider outside applicants who are at least 21 years of age based upon 14 Del.C. §1000 7.2 Emergency Coaches.
 - E. If interviews are required, the committee shall consist of at least three people.
 - a. Limited Contract – Instruction: Administrator, Teacher, one additional employee
 - b. Limited Contract – Athletics: Administrator, Athletic Director, one additional employee
 - F. The committee shall recommend one candidate to the Superintendent, who may also interview the candidate.
3. Criteria for employment:
- B. Prior approval of that teacher's principal shall be obtained before recommending employment.
 - 1. The principal shall post the position in all school buildings for a period of seven calendar days.
 - 2. The Head Coach shall be interviewed by a committee. The Committee shall include the Principal, Athletic Director, the Personnel Director and a minimum of one additional person.
 - 3.
 - C., the principal may recommend for employment under the provisions of Rule 21, Certified Coaches, and Delaware Secondary School Athletic Associations Official Handbook.
 - 1. Procedure for The Employment Of Rule 21 Coaches. (See Handbook)
 - 2. District Procedure: Emergency Coaches
 - a. Interested candidates file an application with the Athletic Director.
 - 1. Applicant must be at least 21 years of age.
 - 2. Applicant must demonstrate proficiency in sport.
 - 3. Applicant must be of sound moral character including the absence of a criminal record.
 - 4. Applicant must demonstrate an understanding of the relationship of the program to the athlete, total athletic program and the total school program.

- ~~b. The Head Coach will review the applications and recommend to the Athletic Director those candidates that are to be interviewed.~~
 - ~~c. The recommended candidates will be interviewed by a committee which shall include the Head Coach, Athletic Director, the Personnel Director, and a minimum of one additional person assigned by the principal or his/her designee.~~
- ~~D. Demonstrated ability for positive interaction with administration, staff and student personnel.~~
- ~~E. Demonstrated ability in and understanding of:~~
 - ~~1. Program evaluation~~
 - ~~2. Skills required~~
 - ~~3. Organizational techniques~~
 - ~~4. Students involved~~
- ~~F. Performance as a teacher~~
 - ~~1. Instructional responsibilities~~
 - ~~2. Administrative responsibilities~~
- ~~d. The committee will recommend one (1) candidate to the Principal.~~
- ~~4. The principal shall submit to the Superintendent his/her recommendations prior to the commencement of the activity.~~
- ~~5. The Superintendent shall submit the names to the Board of Education for their consideration.~~

~~-3-~~

~~G. Possess the following characteristics:~~

- ~~1. Positive attitude~~
- ~~2. Responsibility~~
- ~~3. Self-motivation~~
- ~~4. Cooperation~~
- ~~5. Leadership~~
- ~~6. Concern for public relations~~
- ~~7. Self-control~~
- ~~8. Tact~~
- ~~9. Stability~~
- ~~10. Empathy~~

REVISED: 3/22/10; 6/7/10; 7/12/10; 11/25/13

MILFORD SCHOOL DISTRICT
Milford, Delaware 19963

POLICY

4109

EMPLOYMENT PROCEDURES: SUMMER PROGRAM

The following procedures will be used to employ personnel for the summer program:

1. Summer program vacancies will be advertised and posted on a yearly basis to all current employees of the Milford School District.
2. If positions cannot be filled from current district employees, the positions will be open to any qualified applicant.

ADOPTED: May 22, 1972

AMENDED: January 12, 1976; 7/18/77

MILFORD SCHOOL DISTRICT
Milford, Delaware 19963

POLICY

4109

EMPLOYMENT PROCEDURES: SUMMER PROGRAM

The following procedures will be used to employ personnel for the summer program:

1. Summer program vacancies will be advertised and posted on a yearly basis to all current employees of the Milford School District.
~~Those people that were employed in the program the previous summer will be asked to return to the program if they received a rating of satisfactory or better.~~
2. ~~If any vacancies exist, these vacancies will be advertised to present employees of the Milford School District. An employee shall be defined as that person who will~~ continue employment or will be employed as of September.
3. ~~If professional staff positions cannot be filled from our present current employees, either because of lack of certification or qualification at a given grade level, then the positions will be open to any persons certified and qualified applicant. who reside within the Milford School District but are employed in other school districts.~~
4. ~~If nonprofessional positions such as instructional aide, custodial, cafeteria or clerical positions cannot be filled by present employees, then applications will be accepted from residents of the Milford School District.~~
5. ~~If any of the above positions cannot be filled by personnel either working for or residing in the Milford School District, then applications will be accepted from any qualified applicant.~~

ADOPTED: May 22, 1972

AMENDED: January 12, 1976; 7/18/77

MILFORD SCHOOL DISTRICT
Milford, Delaware 19963

POLICY

5201

ELEMENTARY SCHOOL ASSIGNMENTS

The Superintendent will recommend elementary school attendance areas to the Board of Education no later than the regularly scheduled August Board meeting of each school year.

Students residing in specific attendance areas will attend the elementary school approved by the Board for that area. The Superintendent shall establish attendance areas for the elementary schools using the following criteria:

1. Student enrollment in relation to capacity
2. Class size
3. Racial Student demographic distribution
4. Efficiency of transportation
5. Academic program

Exceptions to this policy are to be considered by the Superintendent only when a specific program not available in the specified school is available in another elementary school and a student is determined to be in need of such program; when racial demographic balance is to be achieved; when the transfer of students is necessary to achieve reasonable balance of class loads; and when the student's physical health necessitates a specific school situation.

~~Since kindergarten is a half-day program, the Superintendent may consider exceptions to this policy when before-school and after-school child custody arrangements necessitate a different school. Such exceptions made shall not imply a commitment for school bus transportation.~~

- A. ~~First grade~~, Kindergarten and pre-K students shall attend Morris Early Childhood Center.
- B. Students who live in the following areas shall attend **Benjamin Banneker**

Elementary School:

1. Mispillion River from Delaware Bay to Mullet Run tributary (Kent/Sussex border).
2. From the intersection of Mullet Run tributary and the Mispillion River north along the Mullet Run tributary to a point on DuPont Blvd (Hwy) just north of 700 DuPont Blvd (Hwy).
3. Mullet Run tributary winds from SE to NW between 310 and 314 NW Front St. (east of Mill St.), east of Silver Hill Apartments, behind The Apartments at Saw Mill, Valley Run Apartments and Silver Lake Estates Apartments to the point on DuPont Blvd as described above.
4. SW from point north of 700 DuPont Blvd to RR tracks (.5 mi)
5. Slightly NW on RR tracks until intersection with Williamsville Rd
6. SW on Williamsville Rd until School district boundary (intersection of Williamsville Rd, Mesibov Rd and Hunting Quarter Rd)
 - a. ~~The boundary includes all area within Milford School District (MSD) north of the Mispillion River from the Delaware Bay to the mouth of Swan Creek.~~
 - 1) ~~It then includes all area within MSD north of Swan Creek from the Mispillion River to the U.S. 1/113 Bridge near Tub Mill Pond.~~
 - b. ~~The Boundary then includes all area within MSD West of U.S. 113 from the U.S. 113 Bridge at Swan Creek to the U.S. 113/N. Walnut Street Intersection.~~
 - 1) ~~It then includes all area within MSD west of N. Walnut Street from the U.S. 113/N. Walnut Street Intersection to the N. Walnut Street/Rehoboth Boulevard Intersection.~~
 - 2) ~~It then includes all area within MSD west of Rehoboth Boulevard from the N. Walnut St/Rehoboth Boulevard Intersection to the Rehoboth Boulevard/NE Front Street Intersection.~~
 - c. ~~The boundary then includes all area within MSD north of NE Front Street from the Rehoboth Boulevard/NE Front Street Intersection to the NE Front Street/N. Walnut Street Intersection.~~
 - 1) ~~It then includes all area within MSD West of Walnut Street from the NE Front Street/N. Walnut Street Intersection south to the end of S. Walnut Street at the Southern Boundary of Milford City Limits.~~
 - d. ~~The boundary continues to include all area within MSD West of N. Old~~

~~State Road from the Milford City Limit on N. Old State Road to the N. Old State Road/Johnson Road Intersection in Lincoln.~~

~~e. The Boundary then includes all area within MSD north of Johnson Road from the N. Old State Road/Johnson Road Intersection to the Rt. 113/Johnson Road Intersection.~~

~~1) It then includes all area within MSD West of Rt. 113 from the Rt. 113/Johnson Rd. Intersection to a point approximately 4/10 miles south of the said intersection on Rt. 113 at which point it includes all area within MSD south of a line running due east to a point at the intersection of N. Old State and Lofland Avenue in Lincoln.~~

~~f. The Boundary then includes all area within MSD West of N. Old State Road from the N. Old State Rd./Lofland Avenue Intersection to the N. Old State Rd./Milton-Ellendale Hwy. (Rt. 16) Intersection.~~

~~1) It then includes all area within MSD south of Milton-Ellendale Hwy. (Rt. 16) from the N. Old State Rd./Milton-Ellendale Hwy. Intersection to the Railroad Track Crossing on Milton-Ellendale Hwy (Rt. 16) in Ellendale.~~

~~g. The boundary then includes all area within MSD West of the Railroad Tracks from the Crossing on Milton-Ellendale Hwy. (Rt. 16) south approximately $\frac{3}{4}$ miles to point on the railroad tracks.~~

~~h. The boundary then includes all area within MSD south of a line running due east to the intersection of Spicer Road and the Milford School District and Cape Henlopen School District Boundary lines.~~

C. Students who live in the following areas shall attend the **Lulu M. Ross Elementary School**:

1. Mispillion River from Delaware Bay to Railroad Bridge at Silver Lake (Kent/Sussex Border)
2. From the Railroad Bridge at Silver Lake and the Mispillion River S on the RR tracks until School District Boundary (.6 mi S of Robbins Rd) with the exception of the town limits of Lincoln (as described within Mispillion Elementary boundary), and the corporate limits of Ellendale (as described within the Mispillion Elementary boundary).

~~a. The boundary includes all area within Milford School District (MSD) south of the Mispillion River from the Delaware Bay to the mouth of Swan Creek.~~

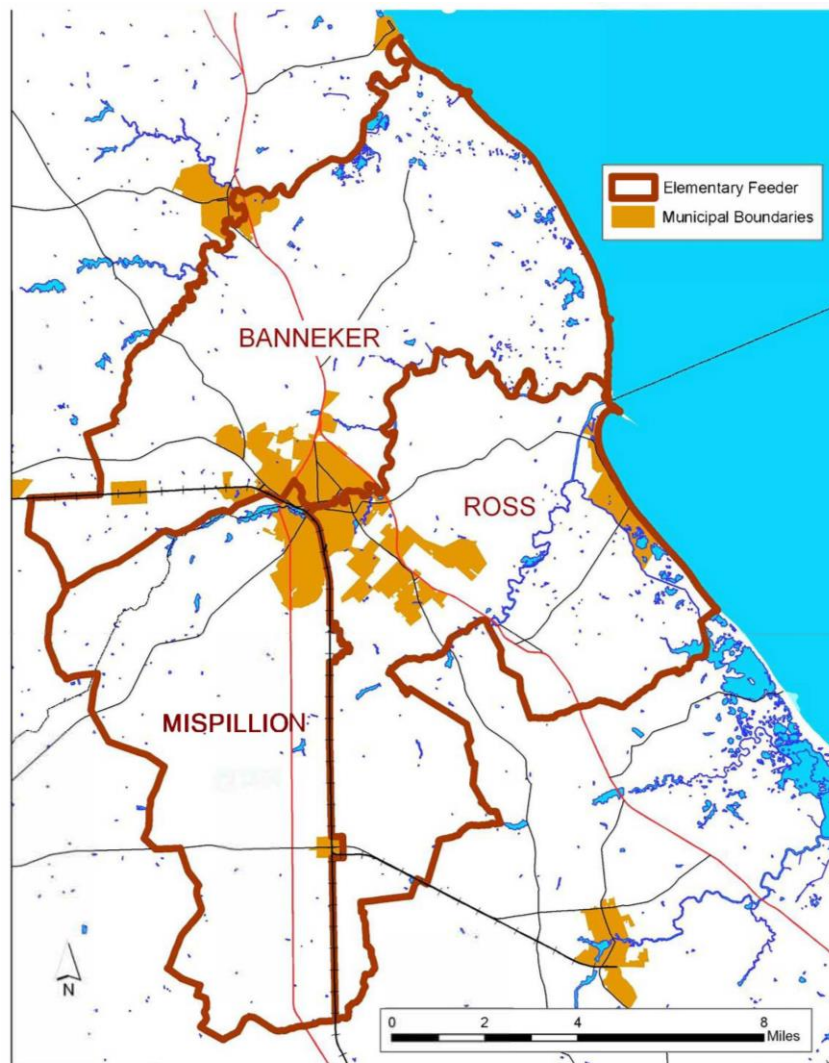
~~1) It then includes all area within MSD south of Swan Creek from the Mispillion River to the U.S. 1/113 Bridge near Tub Mill Pond.~~

~~b. The Boundary then includes all area within MSD East of U.S. 113 from~~

- ~~the U.S. 113 Bridge at Swan Creek to the U.S. 113/N. Walnut Street Intersection.~~
- ~~1) It then includes all area within MSD East of N. Walnut Street from the U.S. 113/N. Walnut Street Intersection to the N. Walnut Street/Rehoboth Boulevard Intersection.~~
 - ~~2) It then includes all area within MSD East of Rehoboth Boulevard from the N. Walnut St/Rehoboth Boulevard Intersection to the Rehoboth Boulevard/NE Front Street Intersection.~~
- ~~c. The boundary then includes all area within MSD South of NE Front Street from the Rehoboth Boulevard/NE Front Street Intersection to the NE Front Street/N. Walnut Street Intersection.~~
- ~~1) It then includes all area within MSD East of Walnut Street from the NE Front Street/N. Walnut Street Intersection south to the end of S. Walnut Street at the Southern Boundary of Milford City Limits.~~
- ~~d. The boundary continues to include all area within MSD East of N. Old State Road from the Milford City Limit on N. Old State Road to the N. Old State Road/Johnson Road Intersection in Lincoln.~~
- ~~e. The Boundary then includes all area within MSD South of Johnson Road from the N. Old State Road/Johnson Road Intersection to the Rt. 113/Johnson Road Intersection.~~
- ~~1) It then includes all area within MSD East of Rt. 113 from the Rt. 113/Johnson Rd. Intersection to a point approximately 4/10 miles south of the said intersection on Rt. 113 at which point it includes all area within MSD North of a line running due east to a point at the intersection of N. Old State and Lofland Avenue in Lincoln.~~
- ~~f. The Boundary then includes all area within MSD East of N. Old State Road from the N. Old State Rd./Lofland Avenue Intersection to the N. Old State Rd./Milton-Ellendale Hwy. (Rt. 16) Intersection.~~
- ~~1) It then includes all area within MSD North of Milton-Ellendale Hwy. (Rt. 16) from the N. Old State Rd./Milton-Ellendale Hwy. Intersection to the Railroad Track Crossing on Milton-Ellendale Hwy (Rt. 16) in Ellendale.~~
- ~~g. The boundary then includes all area within MSD East of the Railroad Tracks from the Crossing on Milton-Ellendale Hwy. (Rt. 16) south approximately $\frac{3}{4}$ miles to point on the railroad tracks.~~
- ~~h. The boundary then includes all area within MSD North of a line running due east to the intersection of Spicer Road and the Milford School District and Cape Henlopen School District Boundary lines.~~

Students who live in the following area shall attend Mispillion Elementary School:

1. From the intersection of Williamsville Rd, Mesibov Rd and Hunting Quarter Rd NE along Williamsville Road to the RR intersection.
2. Slightly SE on RR tracks until intersection with Rt 113.
3. North on RT 113 to the intersection of Mullet Run tributary
4. SW on the Mullet Run Tributary until the intersection with the Mispillion River.
5. SE on the Mispillion River to the RR tracks
6. Follows the RR tracks until the area of Lincoln.
7. Streets East of RR tracks in Lincoln that will attend Mispillion Elementary School:
 - a. 2nd Street
 - b. Loblolly Ave
 - c. 3rd Street
 - d. Small Ave
 - e. Butler Ave
 - f. Washington St
 - g. Front St
 - h. Greely Ave
 - i. Johnson Rd (last even/odd addresses on East are respectively 18532 and 18549) at 3rd St
8. Continuing S on RR tracks until Town of Ellendale.
9. Entire Town of Ellendale will go to Mispillion Elementary School.
10. Continuing S on RR tracks until School District Boundary (.6 mi S of Robbins Rd).



ADOPTED: 17/20/70; 8/72; 8/11/75; 3/21/77; 4/27/87; 7/9/90; 6/20/05



Quote: Milford School District

To:

Milford School District
8609 Third Street
Main Office- Attn: Suzanna M. P
Lincoln, DE 19960

From:

Pino Dilullo
9505 Berger Road
Phone: (443) 832-1724

Summary

Total Amount:	\$11,057.00	Quote ID:	QUO-57365-Y1X5S0
Shipping Method:		Job Name:	2-11-19 Milford School Central Academy
Requested Delivery Date:		Date:	2/11/2019
		Payment Terms:	

Shipping Information

Ship To:

MILFORD SCHOOL
906 Lakeview Ave.
ATTN: DAVE WEAVER
Milford, DE 19963

Bill To:

Milford School District
8609 Third Street
Main Office- Attn: Suzanna M. P
Lincoln, DE 19960

Details

Product ID	Product	Serial No	Lead Time	Quantity	Price	Sub Total
HVAC-FHP/BOSCH	WW120-4CSN-RXXXNA		5-6 week LT	1.00	\$10,695.00	\$10,695.00

Notes:

- 10 Ton
- 460 3 PH
- Water to Water
- 100 VA Transformer
- Galv. Steel ½ STD FG w/ Compressor Blanket
- Extended Range
- 5 Year Compressor Warranty (Part only)

Total Tax	\$0.00
FREIGHT	\$ 362.00
Total	\$11,057.00