

HOME *of the* BUCCANEERS

906 Lakeview Avenue Milford, DE 19963

Phone: (302) 422-1600

**AGENDA FOR MONDAY, NOVEMBER 20, 2017 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	_____ Mrs. Purcell
_____ Mr. Emory	_____ Mr. Schelhouse
_____ Mr. Evans	_____ Mrs. Wiley
_____ Ms. Kirby	
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 Matter – See 29 Del. C § 810004(b)(6)**
4. **Introduction of Visitors**
5. **Pledge of Allegiance**
6. **Approval of Minutes**
 - A. **Regular Meeting Minutes for October 16, 2017, 2017 Action Item (Attachment)**
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**
 1. **Delaware Positive Behavior Support – Morris and Ross Recognition**
 2. **Anchor Church Donates to Students**
 3. **Rachel Gentsch Baynard Memorial Fund Donates to Students**

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. Consolidation Task Force
- D. Anti-Discrimination Policy

12. Personnel – Dr. Jason Peel

- A. Personnel **Action Item** (Attachment)

13. Instruction and Student Programs

- A. **Director of Student Learning – Dr. Bridget Amory**
 - 1. Additions to Milford High School Majors
 - 2. CTE Innovation Grant
- B. **Technology – Mr. Scott Whaley**
 - 1. Server/Storage Refresh
- C. **Director of Student Services – Ms. Laura Manges**
 - 1. Teacher of Deaf and Hard of Hearing

14. Business – Mrs. Sara Croce

- A. Revenue and Expenditure Report as of October 31, 2017 **Action Item** (Attachment)
- B. Approval of Student Fees – Food Service Board Policy #3303 **Action Item** (Attachment)
- C. Class Size and 98% Staffing Waiver Request **Action Item**
- D. Procurement Regulations (Attachment)

15. Administrative Services

- A. **Buildings, Grounds and Operations – Dr. Glen Stevenson**
 - 1. Mispillion Playground **Action Item** (Attachment)
 - 2. Camera Recorder Placement **Action Item** (Attachment)

16. Adjournment

MILFORD SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING – OCTOBER 16, 2017
MILFORD CENTRAL ACADEMY CAFETERIA

Board Members Present

Mrs. Wiley – President
Mrs. Dennehy –V. President
Mr. Emory
Mr. Evans
Ms. Kirby
Mrs. Purcell
Mr. Schelhouse
Dr. Dickerson, Exec. Secretary

Admin. Present

Dr. Peel
Dr. Amory
Ms. Manges
Dr. Stevenson
Dr. Kilgore
Mrs. Hallman
Mr. Snyder
Mrs. McKenzie
Mrs. Wallace
Mr. Parsley

Public

A. Schall
W. Patrick
K. Stahl
G. Mason
S. Whaley
E. Rust

The Regular Meeting of the Milford Board of Education was called to order by President Wiley at 6:31 PM on Monday evening, October 16, 2017 in the Milford Central Academy Cafeteria.

ROLL CALL

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

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

MOTION MADE BY MRS. DENNEHY/SECONDED BY MRS. PURCELL to adjourn into Executive Session at 6:33 PM. **Motion carried unanimously.**

MOTION MADE BY MRS. DENNEHY/SECONDED BY MRS. PURCELL to adjourn Executive Session at 6:59 PM. **Motion carried unanimously.**

INTRODUCTION OF VISITORS

PLEDGE OF ALLEGIANCE

Dr. Dickerson recognized Dr. Gary Annett for working with students, staff and community members. Dr. Annett had 42 years of service in education with 26 years being Principal at Milford Middle School and 10 years as Director of Personnel for Milford School District.

Dr. Dickerson expressed his gratitude to all the schools for their participation in the week's Homecoming activities.

MOTION MADE BY MR. SCHELHOUSE/SECONDED BY MRS. DENNEHY to approve the minutes of the September 18, 2017 Regular Board Meeting. **Motion carried unanimously.**

MOTION MADE BY MRS. PURCELL/SECONDED BY MRS. DENNEHY to approve the minutes of the September 21, 2017 Special Board Meeting. **Motion carried unanimously.**

MOTION MADE BY MR. EVANS/SECONDED BY MRS. DENNEHY to approve the minutes of the October 3, 2017 Regular Board Meeting. **Motion carried unanimously.**

RECOGNITION AND ACCOMPLISHMENTS

Omnibus School Safety Act Recognition

Mr. Willie Patrick and Mr. A.J. Schall from the Delaware Department of Safety and Homeland Security presented certificates of completion and appreciation to all school principals and district representative, Dr. Glen Stevenson. The certificates recognize each school's compliance with the Omnibus School Safety Act.

SUPERINTENDENT REPORTS

Morris Early Childhood Center

Mrs. Hallman, Principal, reported that Parent Conferences were held. The Ellendale Fire Company visited the students for Fire Prevention week and students really enjoyed their trip to Fifer Orchards. A Fall Family Fun Night will be held on October 25, 2017.

Benjamin Banneker Elementary

Dr. Kilgore, Principal, announced Banneker students and staff raised \$706.50 for the Go Pink fundraiser held on October 6, 2017. This money will be donated to Bayhealth. Safety Patrol inductions were held on October 11, 2017, in the Milford High School Auditorium; Banneker inducted 30 students. A Math Family Focus Night will be held on October 19th for students, parents and staff. Grandparents are invited to have lunch with their grandchild on October 26, 2017.

Lulu M. Ross Elementary

Mrs. McKenzie, Principal, informed everyone that Ross students participated in the Safety Patrol Ceremony inducting 26 students. Student Council and Honor Society students enjoyed participating in the Homecoming Parade. Ross PTP's annual Walk-a-Thon fundraiser had a lot of support from family and friends. The Ross Project Unify Club had a group in the "Buddy Walk" in Rehoboth in support of Down Syndrome. Teachers from Ross raised \$350 through the purchase of Go Pink t-shirts from Bayhealth to support Breast Cancer Awareness. Ross students and staff celebrated "Pink Day", raising additional funds to support this cause. The Ross Fall Family Night is scheduled for November 16, 2017.

Mispillion Elementary

Mrs. Wallace, Principal, reported Mispillion PTP and Staff hosted a Mini Fall Festival on Wednesday, September 27, 2017. She proudly announced there were 15 students inducted in the Safety Patrol Ceremony. Students participated in an Anti-Bully Dance a Thon. A Fuel Up to Play 60 kickoff event was held on October 12th from 5:00-7:00pm. Mr. John Moore from Delaware United Way will be Mispillion's Principal for a Day.

Central Academy

Mr. Parsley, Assistant Principal, stated MCA students and teachers, Mr. Rogers and Ms. Elder, were featured in an article in the Sunday News Journal. The FFA float that was in the Homecoming Parade will also be in the Community Parade on October 18, 2017. Mr. Parsley said recent Professional Development was very successful for the MCA staff. Preparations are being made for the 5th Grade Open House held on November 6th.

Milford High School

Mr. Snyder, Principal, stated that the 8th Grade Open House will be held on November 8, 2017. Students are diligently filling out college applications. FAFSA workshops have been held during the day and after school to help students and parents fill out applications. Governor John Carney will visit the High School on Wednesday, October 25th, for College Application Week.

Congratulations to David Bowman and Anna Sollie for being selected by their peers as Homecoming King and Queen. In addition, congratulations to the Varsity Football Team for ending Woodbridge's 18-game winning streak with a 20-6 victory Homecoming game. Mr. Snyder expressed thanks to all the individuals helping with the Homecoming festivities, including a float from the Class of '87 that participated in the parade.

The FFA Livestock Evaluation team won 3rd place at the Big E in the Massachusetts Regional Competition.

Congratulations to Dr. Kevin DiCostanzo for being selected as one of two Delaware educators participating in the Education Testing Service's multi-state standard setting study for the regenerated School Leaders Licensure Assessments.

Ninth, tenth and eleventh grade students took the PSAT test on October 11, 2017.

Athletics

Mr. Winkleblech, Athletic Director, gave the following report: Cross County Boys and Girls are 2-5 on the season; Field Hockey is 5-5-1; Boys Soccer is 4-6-1; Volleyball is 2-9 and Football is 4-2 with a big homecoming win over Woodbridge. Congratulations to David Bowman for becoming MHS's all-time leading rusher and touchdown leader.

Taste of Milford

Dr. Dickerson announced the 11th Annual Holiday Auction and Taste of Milford will be held on November 16, 2017 at The Rookery North. A portion of the proceeds will be donated to Milford School District's Performing and Visual Arts programs. Doors open at 6:00 pm.

Upcoming Events

Dr. Dickerson noted the upcoming events for the rest of October and November.

Board Representation on MMS Committee

Dr. Dickerson asked if one or two board members would be interested in being on the Milford Middle School Committee. Mr. Evans and Mrs. Dennehy will be the representatives.

PERSONNEL

Personnel Reports

RECOMMEND FOR EMPLOYMENT – TEMPORARY CONTRACT*

DOHENY, Carmen

Ross – Spanish Immersion Teacher

Effective: October 27, 2017 and ending June 30, 2018

RECOMMEND FOR EMPLOYMENT*

SAPP, Carol
Morris – Child Nutrition (3 hrs.)
Effective: October 17, 2017

TOWE, Debra
Morris – F/T Paraprofessional
Effective: October 18, 2017

PFLUMM, Kristy
Central Academy – P/T Paraprofessional (27.5 hrs.)
Effective: October 18, 2017

BREWER, Ronald
Banneker – P/T Paraprofessional (27.5 hrs.)
Effective: October 25, 2017

TRANSFER

HUFNAGEL, Jennifer
Transfer from Central Academy Child Nutrition (6 hrs.) to Central Academy Child Nutrition (3 hrs.)
Effective: October 2, 2017

GIELAROWSKI, Robin
Transfer from Mispillion F/T Paraprofessional to Central Academy F/T Paraprofessional
Effective: October 17, 2017

FRAMPTON, Sherry
Transfer from High School Child Nutrition (3 hrs.) to High School Child Nutrition (6 hrs.)
Effective: October 17, 2017

STEVENSON, Karen
Transfer from Morris P/T Paraprofessional to Morris F/T Paraprofessional
Effective: October 17, 2017

FMLA
Board Only

RESCIND EMPLOYMENT – LIMITED CONTRACTS FOR PERSONAL SERVICES

High Coordinator, Band Front (Color Guard) Parker, Khadija (21B)

RECOMMEND EMPLOYMENT – LIMITED CONTRACTS FOR PERSONAL SERVICES*

Central	Basketball, Boys Coach, Head	Shorts, Lamarr
Central	Basketball, Boys Coach, Asst.	Jones, Kyle
Central	Basketball, Girls Coach, Asst.	Curry, Mitchell (21B)
Central	Basketball, Girls Coach, Head	Tice, Keisha (21B)
Central	Soccer, Girls Coach, Asst.	Kemmerlin, Prince (21B)
Central	Track Coach, Asst.	Thompson, Kris (21B)
Central	Wrestling Coach, Asst.	Mills, Judd (21B)

High	Basketball Boys Coach, Asst.	Mann, Devin
High	Coordinator, Band Front (Color Guard)	McKinney, Heather (21B)
High	Wrestling Coach, Asst.	Strickland, Shaun
Central	Wrestling Volunteer	Kendzierski, Keith
Central	Cross Country Volunteer	Willey, Richard (21B)
High	Basketball Boys Volunteer	Helmick, Patrick (21B)
High	Wrestling Volunteer	Reid, Willey (21B)
		Moore, Randy (21B)
		Killinger, Dustin (21B)
		Wells, Kelly (21B)
High	Swimming Volunteer	

*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. DENNEHY/SECONDED BY MR. SCHELHOUSE that the Board approve the Personnel Report as written. **Motion passed unanimously.**

INSTRUCTION AND STUDENT PROGRAMS

Director of Student Learning

Graduation Date

MOTION MADE BY MRS. DENNEHY/SECONDED BY MR. SCHELHOUSE to leave the graduation date as May 31, 2018. **Motion carried unanimously.**

Dr. Amory informed the Board the School Choice Meeting will be held on October 23, 2017 from 5:30-6:30 pm at Milford High School.

BUSINESS

MOTION MADE BY MR. EMORY/SECONDED BY MRS. PURCELL to approve the Revenue and Expenditure Reports as of September 30, 2017. **Motion carried unanimously.**

Student Fees – Food Service Board Policy #3303 First Read

Ms. Manges presented the first read of revisions for Student Fees – Food Service Board Policy #3303.

ADMINISTRATIVE SERVICES

BUILDING, GROUNDS, OPERATIONS

MHS Auditorium Lighting Console Update

Dr. Stevenson stated the Lighting Console has been ordered.

Board Approval Threshold

Dr. Dickerson stated that currently any item purchased through Operations for more than \$5,000 needs to be approved by the Board. There was discussion regarding the appropriate threshold. Mr. Emory suggested that this be an action item at the December meeting, after Mrs. Croce presents procurement regulations at the November meeting.

Dr. Stevenson expressed thanks to all the district custodian and maintenance staff for the work they do every day. The custodians from each school were very appreciative of Mr. Rodger's and Ms. Elder's students presenting a thank you to them for recognition of Custodial Recognition Week.

TECHNOLOGY

E-Rate Update

E-Rate funding has been approved and orders for equipment and services have been placed. Cabling installation is being scheduled. Everything should be installed by winter break. Planning is starting for next year's funding.

Dr. Dickerson gave thanks to Mr. Whaley and his technology staff for the superb job they do. He specifically noted their excellent work in configuring recent Chromebook shipments and delivering the Chromebooks quickly to classrooms for student use.

ADJOURNMENT

MOTION MADE BY MRS. DENNEHY/SECONDED BY MRS. PURCELL that the Regular Meeting of the Milford Board of Education held on Monday, October 16, 2017 adjourned at 8:04 PM. **Motion carried unanimously.**

Kevin Dickerson, Executive Secretary

Edna Rust, Recording Secretary



DEPARTMENT OF EDUCATION

Townsend Building
401 Federal Street Suite 2
Dover, Delaware 19901-3639
DOE WEBSITE: <http://www.doe.k12.de.us>

Susan S. Bunting, Ed.D.
Secretary of Education
Voice: (302) 735-4000
FAX: (302) 739-4654

November 6, 2017

Kevin Dickerson
906 Lakeview Avenue
Milford, DE 19963-1799

Dear Mr. Dickerson:

The Delaware Positive Behavior Support Project (DE-PBS) offers annual recognition to schools that exemplify specific components of the DE-PBS Key Features. The Project recognized four phases of School-wide Positive Behavior Support (SWPBS) program implementation based on schools' programs for the 2016-2017 school year.

To achieve Phase 1 recognition, schools reported existence of a representative SWPBS team, positively stated behavior expectations and teaching strategies, an acknowledgment system, collaboration with families, and a framework for managing problem behaviors. Teams were also asked to administer a Needs Assessment or School Climate Survey to the staff and to answer a reflection question.

For Phase 2, earning an exemplary or proficient level of implementation on the DE-PBS Key Feature Evaluation (KFE) was a pre-requisite for application. As the DE-PBS Project fidelity measure for schoolwide PBS implementation, this tool was a logical requirement. Schools earning an exemplary level were automatically recognized, and those earning a proficient level developed and submitted an action plan based on the KFE.

To be recognized as a Phase 3 school, schools documented their group-based interventions, including providing information about the problem solving team structure, use of behavioral interventions, data tracking, and providing information to parents. Teams also summarized a case study of a student supported through this intervention process.

Phase 4 schools have developed a strong Tier 2 system. Schools documented this system including overall intervention effectiveness, identifying evidence-based group interventions, and monitoring student responses to the interventions. This phase acknowledges the systemic structure of Tier 2 and the ongoing collection of intervention response data.

Milford School District can be proud of the efforts of the following schools that received DE-PBS Phase Recognition for the 2016-17 school year:

- Phase 1 – *Morris Early Childhood Center*;
- Phase 3 – *Ross Elementary*.

Phase 1 recipients receive a certificate and blue ribbon, and Phase 2, 3 and 4 recipients receive a certificate and banner for display. We congratulate your schools on creating safe and caring learning environments that promote the social-emotional and academic development of all children.

If you would like additional information, please contact your district coach, Lisa Caccamise, or the DE-PBS staff.

Respectfully,

Handwritten signature of Linda M. Smith in blue ink.

Linda M. Smith
DOE PBS Project Co-Director

Handwritten signature of Deborah E. Boyer in blue ink.

Deborah E. Boyer
CDS PBS Project Co-Director

Cc: Renate Wiley, Milford School Board President



Morris Early Childhood Center Family and Student Newsletter

8609 Third Street Lincoln, DE 19960 phone 302-422-1650 fax: 302-424-5447

Principal: Mrs. Jennifer Hallman M.Ed.

Assistant Principal: Jon LoBiondo M.Ed.

jhallman@msd.k12.de.us

jlobiond@msd.k12.de.us

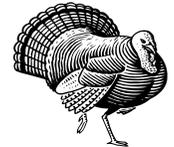
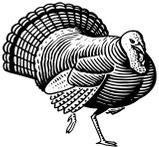
We Come
to LEARN!



Milford School District

Bullying Hotline at 422 -1650 ext. 217

Issue 1



Dear Morris Families,

It is hard to believe that the first marking period of the school year is already over! Time flies when you are having fun! The children and staff have all been working very hard. Please continue to review your child's school work daily, and respond to teacher notes. Good communication helps student success! Report cards will be sent home this week, and envelopes will need to be signed and returned. As we move into our next marking period, continue to encourage your child to complete homework. Please be mindful of your child's attendance, and remember to send in notes when he/she is out. We appreciate your help at home and truly enjoy seeing your children learning and growing. Please do not hesitate to contact us with any questions!

Sincerely,
Jennifer Hallman



Upcoming Events

Calendar:

-November

22 – 26 Thanksgiving Break

-December

12 - Morris Family Movie Night @ 6:00 – 7:30

14 - Holiday Family Luncheon (McDuff, Layton, Layton, Rohls, Moreno, Lingo, Fry, McPike, Messick Meszaros)

20 - PJ Day and Movie (Classrooms)

21 - Santa's Workshop

22 - Winter Break Begins

-January

2 - School Starts Again

22 - No School (Professional Development)

23 - No School (Professional Development)

26 - Kindness Week Celebration (school wide)

-February

19 - No School (President's Day)

23 - Spring Sports Assembly



What's going on in the classroom!



Reading: In reading this month the students will be learning about making predictions while they read and stretching out the sounds in words. You might hear your child refer to Prickles the Porcupine as a predicting buddy and Stretchy the Snake as a decoding buddy. The students are also learning that they things they know about it called their "schema" and good readers always make connections while they read so that they understand what they are reading.

Math: In math they will be learning about numbers 6-10 and comparing and ordering the numbers. They will also learn about shapes and addition.



Nurse News

Screenings for vision and hearing from the nurse are going well, if there are any concerns, letters will be sent home with your child. Please call the nurse's office at 422-1652 if you have any questions.

As the weather is getting colder please remember to swap out your child's spare change of clothes for long pants and shirts/undershirts. If your child does not have a change of clothes at school please send an extra set to school in a labeled bag, they will stay in the classroom or if you prefer your child's backpack. If your child borrowed clothes from the nurse please return them as soon as possible. Thank you for the clothes that have already been returned.

With Cold and Flu season among us please remember:

1. Prevent the Flu, contact your child's doctor to set up an appointment to get their yearly Flu Vaccine.
2. In the event your child does become sick, they must be fever free without fever reducing medication (Tylenol or Ibuprofen) for 24 hours before he/she can return to school.
3. If your child is vomiting or has diarrhea, those symptoms must be gone for 24 hours before he/she can return to school.
4. If your child needs medications during school, you must come in with the medication to sign a consent form for the nurse to be able to administer the medication. Medicine is NOT to be put in student book bags.
5. If your child has Asthma please make sure the nurse has your child's medication and consent forms signed. If you do not have medication here at Morris for your child, please bring them in or please make sure all of your contact numbers are up to date in the event of an asthma attack. If you are unable to be contacted and your child is having an asthma attack, the nurse will call 911.
6. Just remember, the best way to control the spread of germs is with good **HAND WASHING**. Practice with your child at home. Wet their hands, take them out of the water, apply soap and scrub while singing the ABC's. We try to reinforce the correct technique at school, however we see many children putting soap on their hands and sticking them right under the water, immediately washing all of the soap off. Friction with the soap out of the water is the best way to eliminate germs.

Morris Vision

At Morris ECC, families, community members and school district staff will inspire, support and challenge all who work and learn here. By focusing on excellence in both thought and action, we will continually grow and work together, becoming a stronger organization as we become stronger individuals.

Counselor's Corner

Welcome to Morris Early Childhood Center and the Counseling Department!

My name is Maud Forsberg-Davis, the students call me Mrs. Davis since my full name can be a little long and hard to remember for them. I am the school counselor here at Morris. I will start my 8 year here at Morris this year. As school counselors, we hold many hats in the different schools in Milford School District, such as counselor, teacher, team member/leader, coordinator, parent resource, Food Bank coordinator, etc. At Morris ECC I teach all students Life Skills; how to be a good friend; how to handle anger, how to recognize feelings in themselves and others; coping skills; career awareness; personal and internet/computer safety and many other topics. What we will be starting with is how to be a great listener so they can become great learners.

- Listening is the most important communication skill
- Listening should be the most used of our skills
- To be a great listener takes practice (as does any other skill that we want to succeed in)
- Listening is an active process
- Listening requires
ATTENTION

Other services provided by your school counselor:

Individual and Group counseling on topics such as Friendship, Grief, Anger Management, Social Skills etc..

Please contact me if you have a concern about your child and think that you might need my services.

Maud Forsberg-Davis

mforsbergdavis@msd.k12.de.us

Phone: (302) 422 1650 ext. 231



Practices to do at HOME:

READING STORIES aloud is a good way to capture your child’s attention and encourage listening. Discussion questions can further enhance learning and listening. You can use questions like:

What did you think about...?

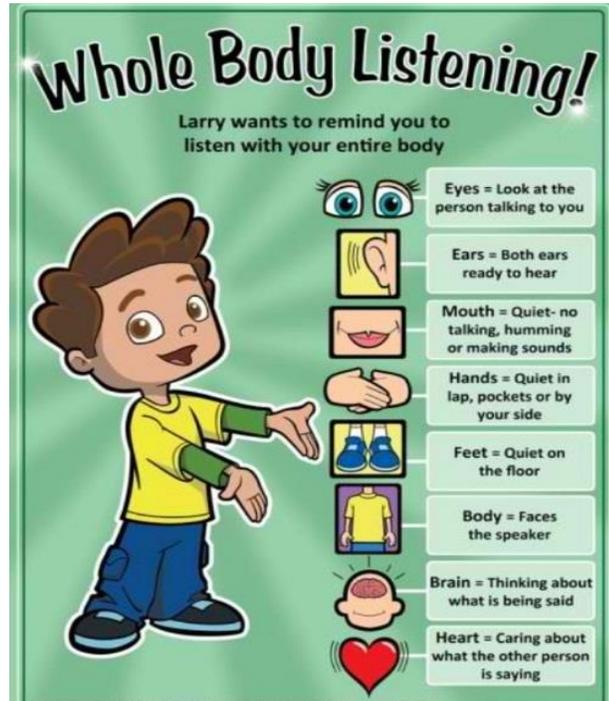
What was your favorite part?

Do you think that...will...?

Who is your favorite character so far?

DIRECTIONS

Giving directions verbally an easy way to make sure that your child gets practice in listening. You can explain how to do an art project, tell your child where to get his supplies for an activity, or tell him what to do for a science experiment. You can also give oral directions for age appropriate chores.



Tattling vs. Reporting

TATTLING	REPORTING
Getting someone IN trouble	Getting someone OUT of trouble
Unimportant	Important
Harmless	Harmful or dangerous
Accident	Being mean on purpose

Some of the lessons we have been working on is **Tattling vs. Reporting**. It is very important that students learn to stand up for themselves instead of asking for help when there is a minor incident. Major issues do need adult help to be solved. Ask your child if they or someone else is hurt or in danger when you suspect that they are about to tattle on someone. That should trigger what we discussed in our lessons about Tattling vs. Reporting.

We will work on the next step in the spring – Bullying, a word that they all knew and were using very frequently to explain the smallest incident. With that said, if you think that your child is bullied by someone, please hear them out and contact the school if it is taking place here.

Currently the students are working very hard on recognizing feelings in themselves and in others. We have been drawing pictures of happy, sad, angry and scared. The have been listening to stories and interpret the that characters are showing by they themselves the appropriate feelings to each other. We have playing games, talking to each other as well as faces to each other, all in the name of learning to recognize feelings.



Currently the students are working very hard on recognizing feelings in themselves and in others. We have been drawing pictures of happy, sad, angry and scared. The have been listening to stories and interpret the that characters are showing by they themselves the appropriate feelings to each other. We have playing games, talking to each other as well as faces to each other, all in the name of learning to recognize feelings.

Morris ECC's PBS team has been busy planning and holding the assemblies/rewards that we have at the end of every month. The most recent one was in October and it was a one. Students were encouraged to dress like a Buccaneer and search for "treasures" on the playground. Even Morris the Moose got in the Buccaneer spirit and dressed up for the occasion. The treasures to search for were some of the first words the students learned in Kindergarten. Students walked around with a booklet with pictures of locations on the playground that have the words posted. The students copied word by the appropriate picture in the booklet and when all words were found, each student was rewarded with a pirate coin.



fun
the
gold
so

The Penny Pumpkin fundraiser was a great success. Thank you much for all the pennies and other coins and even paper money that came in to the classrooms. The total collected was \$575.39. This fundraiser is used to stock the PBS Store with Kindergarten appropriate toys and trinkets. The PBS Store does not use money, only PBS tickets that are earned for good behavior displayed everywhere at the school.



The next assembly is November 21. This time we are holding a Hoe Down with Ms. Michelle Peters singing and playing guitar for the students. Be ready to come dressed for a real hoe down with your best western clothes. Hopefully Morris the Moose can find some that will fit him too for this event.



Thank you to all who attended our annual Fall Family Fun Night. We had record attendance! Thank you as well to all of the children who submitted a pumpkin for the "Pumpkin Challenge".



Claire's GOURMET®

SCHOOL FUNDRAISERS

A BIG "Thank You" to everyone who helped with the Claire's fundraiser! We raised over \$4000 that will be going to pay for fieldtrip costs as well as other costs associated with supporting a diverse educational experience for all of our children at Morris.

If you have not participated, the winning ticket may be in your hands. Please help us raise needed funds with this simple and safe program by participating today.

Thanks

Mr. LoBiondo

*****Please take a minute to UPDATE all emergency contact numbers, changes in work number, etc. so that, in the event of an emergency, we can get in touch with you as quickly as possible.*****

THANK YOU for your continued support and as always, if you have any questions please contact us here at Morris @ 422-1650



TITLE I

Each of our kindergarten children are fortunate to have a reading tutor in their classroom to assist them in their reading practice stations. Please ask your child their reading tutor's name and to describe the activity that they did at one of the stations with their tutor.

**Milford
School
District**

The Banneker Bulldog Barks

A Title I School

Volume 3, Issue 1

November 15,
2017

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Dates at a Glance

- Report Cards: 11/15
- PTP Grottos fundraiser 11/15 4-9
- PTP Dover Skating Fundraiser 11/20 6-8
- Board Meeting: 11/20 @7:00 p.m.
- Thanksgiving Break: 11/22-11/24

Principal's Update

We can't believe we are already into the Fall season and at the end of the first marking period. There have been a lot of exciting things happening this school year! Thank you to all the families that came to open house, parent conferences, family math night, and grandparents luncheon. We are excited to continue family involvement events throughout the year. Please join us for our Grottos fundraiser and our Skating Night at Dover Skating Center this month.

With the weather getting cooler, please be sure that your child comes to school dressed appropriately so that they can enjoy outdoor recess and walking to and from their bus.

We know many parents have stopped in to scan their badges so that they are ready to chaperone for field trips. Please don't forget to do this if you are planning on chaperoning a field trip this year.

Thank you for all of your support!

Dr. Kilgore & Mrs. Alfaro

Principal's Brag Board

Congratulations to all the students and staff that had been placed on the Principal's Brag Board.!

The nominations for Principal's Brag Board are for those students and staff members that go above and beyond!!

Banneker is continuing to participate in the Fresh Fruits and Veggies program this year. Ask your child what fresh fruit/vegetable they had at school today.



Nurse's notes.....

HAPPY FALL, BANNEKER BULLDOGS!

Throughout your child's school years, there is always a need for school personnel and parents to communicate. Working together for our children's health, our goal is to provide an environment that promotes optimal wellness for all Banneker students. To accomplish that goal, full cooperation and communication between home and school is essential.

Please advise the school nurse and teacher of any health conditions that may affect your child's learning and that the nurse may have to manage during the school day. This would include any medical, psychological, emotional or behavioral conditions.

Please bring all medication that your child needs to take at school, to the nurse's office. All medication needs to be in the original container with the prescription label. Over the counter medication needs to be in the original container, as well. Please do not bring medication in baggies!

Inhalers need to be in the original box with the prescription label. Parents need to provide all nebulizer tubing, masks or mouth pieces. We have a very limited supply of these items.

This is just a reminder to keep the school updated with any changes in contact information, so we can always be able to reach you for any problems or emergencies.

During the month of September, I conducted the 5th grade Scoliosis screenings. If there was a problem, a letter was sent home with your child. A physical therapist from A.I. DuPont will be here in the spring to further evaluate your child.

The 2nd and 4th grade vision and hearing screenings have also been completed at this time. If there were any problems, letters were sent home. Please contact me if you need assistance with appointments and glasses.

If you have any concerns about your child, a medical condition, or a family medical matter, please feel free to call me.

Thank you,

Ann-Marie Nash, BSN, RN
(302) 422-1631

First Grade news.....

First Grade Fall News

Happy Autumn to all of our first grade families! We have been busy this marking period learning lot of interesting and fun things. Check below for a recap of all of the things we have learned so far!

Reading: Reading stories with informational text, realistic fiction, fantasy, and folk tales, 48 sight words, Reviewed all of our short vowels, Learned about beginning blends (r, l, s-bends), Sequence of events, Main ideas and details, Understanding characters, Shades of meaning, Synonyms, Nouns, adjectives, verbs, Using text evidence, How to write a short answer response., AR books

Math: Spatial patterns, Addition to 10, Subtraction to 10, Word problems, Drawing pictures to solve a problem, Number lines, Missing parts

Writing: Using a graphic organizer, Brainstorming, Narrative Writing, Complete sentences, Using commas in a series

Science: What is a mechanical engineer?, Wind technology, Engineering process, What is wind?, Building sails.

Social Studies: Community Helpers, Citizenship, Role of a Leader, Elections, Voting

Keep up the great work! Also, please remember to practice your child's high frequency word cards, spelling words, and complete homework each night. The agenda book should also be checked and initialed each night.

2nd Grade news.....

There is a LOT happening in second grade! First of all, thank you to all the families who came in and met with their respective teachers for family conferences. We appreciate that you took the time out of your day to come in and speak with us. Your child's success is important to us and your participation displays that it is important to you as well.

We have had a great start across the curriculum with our new second graders as we have begun strengthening their comprehension skills through the use of our reading series as well as through our Accelerated Reader program. Thank you to all the families who read AR books with your students every night or who listen as they read to you. Reading homework is critical to success in school.

Second graders have been busy working on their addition and subtraction facts to 20 and beyond. This year it is expected that students pass timed math tests on their facts. Please help your student by using flashcards or online math fluency games. A little practice each week goes a long way.

Handwriting is a focus this year as well for us. We are working through the alphabet with the hopes of moving into cursive this year. Emphasizing correct handwriting and legibility when doing homework would be a plus for your child.

As the weather gets cooler and eventually cold, we may still be going outside for recess and exercise. We could use your help to make sure that students have coats, hats, and gloves for recess.

We look forward to a great year and working with all of our families and students.

3rd Grade news.....

As we enter the month of November, we marvel at how quickly this year is passing by. Time does fly when we are having fun!

October was a busy and exciting time for Banneker third graders. Third grade classes enjoyed their first field trip of the school year. Eager third graders experienced a hands-on fun filled outdoor experience at Slaughter Beach. Our next Field trip will be Abbott's Mill in November. While at Abbott's Mill the students will explore the different life ways of Native Americans from the mid-Atlantic, the Great Lakes region, and the Great Plains Region. Students will learn how to barter for needed resources. Thank you to all of our wonderful chaperones for helping to make our trips a memorable experience for the students!

Learning and fun continues in the classroom. In reading students have been summarizing stories, finding the main idea, identifying problem and solutions, and they continue to practice going back into the text to find their answers and supporting details. Please continue to read with your child every night.

In math students have been multiplying, rounding, estimating using different strategies, and adding and subtracting 3 digit numbers. Please practice math facts with your child each day. Students need to have their basic math facts memorized (addition, subtraction, and multiplication). Third graders are very excited about doing First In Math on the computers. Students love having fun while learning math. Most students have received their log in information and passwords and have begun practicing their math skills at firstinmath.com. Students can practice at home too! The third grade team of teachers is looking forward to a wonderful school year. We hope all families have a Happy Thanksgiving.

4th grade news.....

The first marking period has raced past and 4th grade is off to an amazing start. In math, our students have been busy reviewing their skills and learning new strategies to help them multiply bigger numbers. In reading, students have really been focusing on their overall comprehension of stories and articles that they read. Students have been excited about handwriting and using their cursive skills. Science class has allowed students to learn about the structures of seeds, crayfish and bess beetles. Our first field trip included a successful day learning all about fish at Abbott's Mill Nature Center. Stay tuned as your 4th grade student continues to do their B.E.S.T. and achieve great things this school year!

5th grade news.....

The temperatures may be dropping, but our skills in 5th grade are not!
Here's what we are working on:

ELA: narrative, informative and text based writing, main ideas/details, cause and effect, drawing conclusions, sequence of events, verbs, commas, quotations.

Math: We finished up an intro to volume and multiplication and division of whole numbers.
We will be moving into conversions, all operations with decimals, and fractions.

Social Studies: Banking and the American Revolution.

Science: Matter

Please remember your student should be reading AR each night for 20 minutes as their homework. Please also be sure to look over the graded papers and sign the Friday Folder when it comes home. Thanks for your support!

Banneker Parent Teacher Partnership (PTP):

The next *PTP Meeting* will be **Monday, November 13 at 5:30pm** at Banneker. September and October Star Students will be recognized and refreshments will be available. Everyone is welcome to attend.

Banneker Grotto Pizza Night! Visit the Milford Grotto Pizza on **Wednesday, November 15 from 4pm to 9pm!** When you present the voucher, 20% of your total bill will be donated to the Banneker PTP. Dine in or Carry out. Vouchers will be sent home with the students the week of the event.

Benjamin Banneker's *Family Skate Night* is planned for **Monday, November 20th from 6pm to 8pm** at the Dover Skating Center. Admission is \$5 for skaters (skates not included) and \$3 for spectators. There will be music and the arcade and food court will be open. Bring the entire family for a fun night of skating! Additional information will be sent home with the students.

The Banneker PTP will be hosting a *Holiday Shop* again this year during school hours on **December 19th and 20th** for students to shop for gifts for their family and friends. Additional information about shopping times will be sent home closer to the event.

If you are interested in finding out more about the Banneker PTP, please send an email to bannekerptp@yahoo.com for more information.

Banneker's Bulldog Brigade is up and running again. Here is a list of our new members for 2017-2018 school year.

Jordyn Adams
Alexis Alvarado
Alexander Bauer
Kailie Burrow
Nylejah Cahtu
Judah Carroll
Treyvon Celius
Christian Cooke
Isabel Davila
Michael Dittman
Sinaia Duffie
Adrianna Gamboa Alvarado
Jayden Gregg
Shaeonna Harmon
Kellan Hajek
Tyasia Hicks
Arianna Hughes-Dupree
Ashlyn Jordan
Liam Kilgore
Shisley Legros
Noah Marcelle
Rylee Melvin
DeAndre Mifflin
Tae'Quan Parker
Marlin Perez Arreaga
Cecilia Pierce
Sophia Pierce
Lara Pink
Zoey Redden
Caroline Snarksy

Character Education utilizes the Second Step Program which is designed to adhere to counseling standards and address needs at each grade level 1-5.

About the Second Step Program: Committee for Children is a nonprofit organization that creates research-based social-emotional learning (SEL) materials to help children succeed in school and in life. They are helping create a world in which children can grow up to be peaceful, kind, responsible citizens. In 2016, they brought together award-winning creative partners and top experts in mindfulness research to develop Mind Yeti, a research-based tool that teaches children how to calm down, focus their attention, and connect better to themselves and to others. Please visit the following websites to learn more about the programs your school counselor uses: www.secondstep.org and mindyeti.com.

Bullying Hotline:

Bullying will not be tolerated at Benjamin Banneker. If you feel that your child is being bullied, call this number and ask to speak to our behavior specialist, Ms. May. (302) 422-1630



WIN Time: WIN stands for "What I Need." Each day your child receives WIN time during the daily instruction. Your child's teacher is making sure that your child is receiving the reading and math instruction that is on their level and that will ensure their individual success at Banneker Elementary.

GO PINK!

Thank you so much for allowing your child to participate in GO PINK Day! Banneker was able to raise \$ 687.00 by wearing pink and jeans to school. The money was presented to Bayhealth Foundation.

Congratulations to our BEST STAR students of the month of September and October!! Students are invited to attend the PTP meeting where they will receive their award for student of the month. The PTP meeting is scheduled for November 13th at 5:30. Student's name were also announced over the morning announcements.

Teacher	September	October
Humphreys	Max Bird	Brylee Mohr
Johnson	Jadynne Kenton	Sean Morales
LaRagione	Maia Velazquez	Lizbeth Trejo
Tolbert	Marina Santizo-Rivera	Harmony White
Walters	Grayson Sender	Shy'Zarah Hazzard
Burtelle	Jy'asia Adamson	Aileen Arreaga-Velasquez
Davies	Sophia Fowler	Madeleine Stevenson
Mitchell	Ariana Merlo Chaj	Ke'Asia Cannon
Nolt	Rosanyeli Palomino Davila	Amani Maurice
Soucek	Jennifer Morales Lopez	Tenisha Chery
Bonnoni	Uranie Pierrelus	Obama Johnson
Puddicombe	Grace Bradley	Madison Johnson-Perry
Smith	Calvin Ziegler	Naomy Chavez-Carrilo
Starkey	Kiera Knox	Marlee Gabourel
Wilkins	Aidan Millman	Brianna Etienne-Dorcely
Duffy	Fabienne Amisial	Xavier Newsome
French	Leah Metzner	James Sollie
Hudson	Sammy Gomez	John Popelas
Leyanna	Scott Beenick	Stephanie Rosario Tirado
Pavlik	Adrienne White	Huguens Pierre
Baylis	Adriana Gamboa Alvarado	Nylejah Cantu
Martin	Arianna Hughes-Dupree	Judah Carroll
Mauil	Anai Hernandez	Christian Worley
Sapp	Shisley Legros	Anna Boyd
Frost	Sabrina Fleurentus	Klever Garcia-Geronimo
Mills	Jason Harmon	J'Shawn Adamson
Vezmar	Derick Guox- Lopez	Jaxon Moran

Lulu Ross Elementary School

November, 2017

Mrs. Cynthia McKenzie, Principal
Mrs. Tania Alexander, Assistant Principal

Upcoming Events

- ◆ Nov. 15 – PTP meeting
6:30 Ross library
- ◆ Nov. 16 – Family Night
- ◆ Nov. 22 – 24 –
Thanksgiving Break
- ◆ Nov. 21 – Omegaman
Assembly
- ◆ Nov. 29-Student Council
and Honor Society 2:30
- ◆ Dec. 1 – PTP Holiday
Shop
- ◆ Dec. 4 – 8 – Scholastic
Book Fair PTP Holiday
Shop
- ◆ Dec. 5 – Texas
Roadhouse Fundraiser
- ◆ Dec. 6 – Student Council
and Honor Society 2:30
- ◆ Dec. 7 – Project Unify
Club
- ◆ Dec. 8 – 3rd Grade Field
Trip to MHS, Nutcracker
- ◆ Dec 12 – 5th Grade Field
Trip to Sussex Court
House
- ◆ Dec. 13 – Special
Olympics Basketball
Tournament
- ◆ Dec. 19 – High School
Jazz Band for grades 3, 4,
5 at 8:30am
- ◆ Dec. 21 PBS Fundraiser,
Holiday Hat Day, \$1
- ◆ Dec. 22 – Jan. 1, School
Closed, Winter Break
- ◆ Jan. 11 – Project Unify
Club
- ◆ Jan. 15 – School Closed
- ◆ Jan. 22&23 – School
Closed for students
- ◆ Jan. 26 – 4th and 5th
Spelling Bee
- ◆ Jan. 29 – Report Cards

Gobble ~ Gobble



Dear Ross Families,

We have officially started our Thanksgiving food drive headed up by the Honor Society and Student Council. Once again this year, food will be displayed in the lobby. We encourage you to donate any dry or canned food items such as canned vegetables, boxed stuffing mixes, mashed potatoes, and other foods associated with our traditional holiday Thanksgiving dinner. We have many needy families in our community that would be appreciative of a warm Thanksgiving meal. Students who bring in canned or boxed items will receive extra PAW tickets. If the canned goods come in on Family Night, you will receive an extra raffle ticket for the drawings that evening.



Fruits and Vegetables



In case you are not aware, we have continued to receive various snack items through the Fruit and Vegetable Grant. Many thanks to Sharon Forrest, our Child Nutrition Supervisor, for arranging this for us.

"Hats Off to Seuss" Family Night Fun!

Get ready for an evening of education and fun on Thursday, November 16th from 5:30 – 7:30. Bring your child for a light meal in the cafeteria and then participate in various activities.

Teachers have planned a lot of fun, Seuss related, educational activities for you. In addition, there will be other members of our community here as well to provide you information about health and wellness services. For more information check the flyer that came home with your child. Grade level raffle baskets will include a \$20 Walmart gift card along with school and Seuss related items. There will also be \$50 grand prize raffle. Students need to be present to win their prizes.

Family Fun Cooking Corner

These are cute and easy to make.

Ritz Cracker, canned frosting,
chocolate kiss, candy corn, caramel.

Spread frosting on cracker. Peel the paper off the kiss and place kiss near the bottom of the cracker. Add candy corn above the kiss to make feathers; place one corn on the kiss for the head. Let frosting dry. Attach a caramel to the back with more frosting to make it stand up.



Our Next Box Top drive begins January 30, 2018

Collect those **Box Tops for Education!** Please snip, save and send-in Box Tops on items you buy that have the Box Tops for Education emblem. We send these Box Tops in to the company and receive money for our school. We can earn up to \$20,000 per year from this simple project. Box Tops can be found on many brands including: Betty Crocker, Hefty, Kleenex, Avery, Ziploc, Yoplait, Cheerios, Tontines, Old El Paso, Pillsbury, etc. To see the whole list go to:

<http://www.boxtops4education.com/>



Ross Safety Patrol Students

Rory Lewis, Jaziz Carvahal-Pacheco, Matthew Parsons, Nina Cusick, Samantha Bennett, Mackenzie Peers, Charlie Little, Nathan Law, Maya Jones, Yairiam Martinez, Thomas Davis, Logan Huey, Yaid Gamoboa Martinez, Iris Sisson, Kara Sivels, Mallory Vincent, Aidan Wright, Angel Daniels, Jessica Hudson, Ariana Dominguez-Ruiz, Zhane Maull, Jovani Cortez, Billy Sandoval Santos, Aiden Stubbs, Kemani Christopher, Michael Southard

We had a lot of Special activities happen at Ross over the past two months.

In September, our students participated in Officer Safety Day, had a visit from the Fire School and participated in the Walk-A-Thon to raise money for student activities. We also received a visit from race car driver Ross Chastain. Students and Staff raised funds for the American Cancer Society and participated in the Buddy Walk for Down's Syndrome.

In October, the different grade levels participated in Abbott's Mill field trips which augmented their Science and Social Studies Curriculums. We participated in Spirit Week and the Homecoming Parade. We saw many families at our Subway Fundraiser; proceeds will support our PBS Program. During the week of October 23rd our school participated in Red Ribbon Week and received information on drug awareness. On October 23rd we also hosted Claudette Satchelle from M&T Bank in Millsboro as our "Principal for a Day." As part of Mrs. Davis's classroom project, our school collected donations to send to victims of the natural disasters in Florida. In addition, in October we inducted students into the Ross Paw Patrol.

Thus far, for the month of November, we have collected fundraising packets, and are looking forward to a fun Family Night – and Thanksgiving Break to follow!

In addition to our school wide information, some of our Expressive Arts staff has some news to share as well.

From Jay Lingo, M. Ed., School Counselor:

Welcome back to Ross for another fantastic school year! For those parents and guardians of first graders or of students new to Ross, I would like to briefly introduce the counseling program and myself. My name is Jay Lingo, and I am starting my 30th year here at Ross as the school counselor.

I work with ALL students by providing a comprehensive, developmentally appropriate guidance program. I teach Life Skills, an expressive arts class, to reinforce the areas of safety, manners, friendship, coping skills, feelings, and conflict resolution. Basically, as the name Life Skills implies, these are lessons which will benefit students throughout their lives. I also am available to work with students individually and in small groups to address common issues, which may be affecting your child's school performance: death, divorce, grades, friendship issues, self-control, etc. Please feel free to contact me if you need to meet with me concerning your child's school adjustment or if you have questions about the guidance program. I can be reached at 422-1640, ext. 257. This marking period we have learned about giving and receiving compliments, using coping skills such as 1) Walk Away, 2) Ignore and 3) Name Your Feelings, practicing effective communication skills, exploring feelings, and learning about drug and alcohol safety. I have been extremely pleased with the overall behavior and attitudes of the students in my classes. In fact, out of the 212 classes that I have taught so far this school year, only two classes have received a "gray" for poor behavior, the rest have all been "green"☺. I am looking forward to the next three marking periods with the wonderful students here at Ross.

From Ms. Fitzpatrick:

Ever heard of MI art and MI music? Ever wonder what the MI stands for? Multiple Intelligence! Which is a theory about how people learn. Which explains that people learn differently. Which means that learning an idea or skill by engaging more than one way WORKS! When our students draw, paint, sing or play instruments, they remember an idea better. In MI, we connect our music and artwork to ideas being taught in reading, math and science. Art and music skills are taught by giving students opportunities to think, problem solve and use deductive reasoning to create something new. We are focused on the process and try our best to create a well-done product to the best of each student's ability. Along with teaching the Delaware state mandated standards for art and music, you can image how each MI class is jam packed with action. Since students only have half of the academic year for art and the other half for music, we really rock and roll during our 45 minute class period! Check my district website for ideas on how to grow your child's skills and how to have fun with the exciting worlds of art and music. Reduce screen time and give yourself a chance to create something interesting and unique!

News from Nurse Jackie

Welcome back Ross Cats! WE are off and running to another great school year at Ross!

First, the nurse has completed all Posture/Gait screenings for the 5th graders. If your child was referred for follow up in the spring by an A.I. DuPont physical therapist, you will get a note from the nurse. All vision and hearing screenings have been completed for 2nd and 4th grade. Any child who had difficulty with their vision or hearing had a note sent home by the nurse, to be followed-up by a specialist. Please try to get this done as soon as possible and send the form from the doctor of treatment provided back to nurse.

Please keep your nurse and teacher in the loop of your child's health, this also includes family illness, loss and yes, even a pet loss.

- Review hygiene tips with your child to prevent spread of infections.
- Now that school has started, check your child's hair on a daily basis. Talk with them of no head-to-head contact with other students, no sharing of combs, barrettes, hair ties, hats, scarves, jackets. Please inform the nurse if you had to treat your child for head lice.
- Make sure immunizations are up to date.
- Eat breakfast each day at home or at school.
- Help your child wear appropriate dress code clothing and shoes. On cool days keep a sweater or sweat shirt in your child's book bag in case rooms are chilly. Also, wear appropriate shoes for gym class, i.e. sneakers, no open toe shoes or shoes with high heels, or boots.
- Keep open line of communication with your child, if a concern arises (such as bullying) contact the appropriate school officials immediately.
- Get involved! Sign up for the PTA. Mark your calendars for school events and parent/teacher meetings.
- Make your child's health concern known to the school, the school nurse, and the bus driver.
- For any treatments, medications given at school, or allergies requiring epi pens, bring a current signed healthcare provider order for treatments, allergy plans or asthma plans to the nurse. All medication must be kept in the health office, in the original pharmacy container with prescription label. The parent must write a note or fill out the medication consent form for the nurse to give any medication.
- Provide updated physical to the nurse.
- Give permission for your school nurse to talk with your family's healthcare provider.
- Provide parent/guardian contact information and update the school with any address or phone number changes.

Don't let the flu stand in the way of your school work, sports, extracurricular activities and social life. Follow these tips to protect yourself:

1. **Common sense can help you, and your friends, avoid the FLU**
Group gatherings like football games, school dances, and even classrooms are ideal places for the flu bug to spread. Protect yourself and others by following these simple steps:
 - **Practice Healthy Habits**-Wash your hands often with soap and water for at least 20 seconds to help prevent germs from spreading. Also avoid touching the "T Zone", eyes, nose, and mouth, because the virus can spread when hands touch surfaces that are infested with germs.
 - **Mind your manners**-Cover your mouth and nose with a tissue when coughing and sneezing, and throw away your used tissues. You can also cough into the bend of your arm and sneeze into your arm.
 - **What's mine is mine, What's yours is yours**-Don't share drinks, water bottles, eating utensils or cell phones with friends.
2. **If possible get a FLU SHOT**-Many children are at higher risk for complications from the flu. Talk to your doctor about whether a flu shot is best for you
3. **Is it COLD or FLU?-Know how to tell the difference:**
 - If you have a stuffy nose, sneezing, sore throat and a hacking cough, you probably have a **COLD**.
 - If you have a high fever, severe headache, muscle and body aches, extreme tiredness, and a dry cough, you probably have the **FLU**.
4. **What to do if the flu catches up with YOU**-If you do get the flu, you don't have to suffer:
 - **Contact your Doctor**. If you have flu symptoms, stay home from school. Your doctor may decide to prescribe an antiviral medication, which can shorten the number of days that you are sick.
 - **Talk to the School Nurse**-Discuss with her the symptoms your child is having, she may advise you to keep your child home from school and request you to have your child seen by a doctor.

WE are off to a great start! Let's make this a healthy, safe school year! Here's to a HEALTHY and SAFE 2017-2018!

Please contact Nurse Jackie by phone or email if you have any concerns or questions.

Good Friends of the Principal

There were many students signing the “Good Friends of the Principal’s board for practicing PAW Power during the months of September and October!

Delaney Weissberg
Lindsay Mullura
Teagan Kneif
Georriya Davis
Olivia Watkins
Helen Barrios
Reid Schafer
Emily Bunting
Jakira Reynolds

Anthony Ramirez
Justin Kemp
Darrien Becket
Addison Sapp
Andrew Sivels
Humberto Flores
Kyleigh Everett
Endy Jacques

Conner Klein
Ava Brozefsky
Bryce Turner
Jocelyn Chilel
Anthony Wayman
Grayson Weissberg
Brandon Gomez
Paige Melendez



ROSS CATS



Congratulations to the following students who were named Ross Cats for the months of September and October:

September

Aerik Sivels
Verity Seelbach
Jayden Tilger
Connor Hudson
Maddison Mock
Lindsay Mollura
Hanna Reynolds
Kiana Sivels
Olivia Watkins
Janet Miranda-Perez
Yamil Martinez

Odin Duko
Udiel Jacobo-Perez
Ni'Jae Cesar
Deacon Herrng
Katelyn Joseph
Sabrina Rahman
Jennifer Nava-Rabadan
Hannah Noble
Adrionna Fountain
Paige Giutarri

Madeline Roch Dornisch
Billy Sandoval Santos
Maya Jones
Kara Sivels
Jessica Hudson
Jayden Rushman
Jennyfer Gomez
Robert Lauzon
Sylvia Hall
Cheyenne Branham

October

Juliana Bates
Wyatt Timmons
Devon Sharp
Brayden Coverdale
Julianne Dickerson
Gracie Kneipp
Cole Parker
Miriam Carranza
Tihanna Adams
Fernando Flores
Jancarlos Ortiz-Roblero

Jake Jackson
Jason Dunn
Soren Evers
Keegan Fitzwater
Aiden Wyatt
Robert Berry
Brandon Wright
Jackson Gooden
Zhane Maull
Matthew Parsons

Teagan Kneifl
Wyatt Timmons
Jeffrey Lovett
Paul Azzanesi
Tamar Ikechi-Knokewo
Adriana Castillo-Herrera
Danny Sandoval-Santos
Samuel Ochoa-Lopez
Brayan Dominguez
Ariana Dominguez-Ruiz



Terrapin Talk

A Newsletter for Families
Mispillion Elementary School
A Title I School

Marking Period 1 – November 2017

Dear Families,

Our students and staff at Mispillion are working hard to make this school year a rewarding one for our students. To help your child be successful in school it is imperative that your child be in school every day and that he or she arrives to school on time by 7:35. Please help your child be prepared for learning by being sure they get adequate sleep and breakfast. Students have been testing to provide teachers with information necessary to make instructional decisions. We look forward to working together to make this year a success for your child.

Sincerely,
Teresa Wallace
Principal

Nancy Carter
Assistant Principal



Happy Thanksgiving November Dates to Remember

- Nov. 2-17 Mispillion Food Drive
- Nov. 9 No School; PD Day
- Nov. 10 No School; Veteran's Day
- Nov. 15 Report Cards Issued
- Nov. 20 Board Meeting (7pm); Honor Society/Student Council (2:15-3:15)
- Nov. 21 Omegaman – Anti-Bully Assembly
Super Hero Day - PBS
- Nov. 18 Pampered Chef Fundraiser Starts
- Nov. 22-24 Thanksgiving Break
- Dec. 1 4th gr. FT –MHS Play
- Dec. 5 4th & 5th gr. Spelling Bee
- Dec. 7 2nd gr. FT Dover to a Play (10:45-2:00)
- Dec. 6 PTP Meeting 6pm
- Dec. 12 Mid-MP 2; Snap Ed (2:30- 3:15)
- Dec. 19 Snap Ed (2:30-3:15)
- Dec. 20 Progress Reports Issued MP2
- Dec. 22-Jan. 1 Winter Break
- Jan. 8 PTP mtg. 6pm
- Jan. 9 Snap Ed (2:30-3:15); Chorus Concert gr. 3-5
6:30 @MHS
- Jan. 10 5th gr. Band Practice 6:30 @ MHS
- Jan. 11 5thgr. Band Concert 6:30 @ MHS
- Jan. 15 MLK Day; No school
- Jan. 16 Snap Ed (2:30-3:15)
- Jan. 19 End of 2nd Marking Period

School Hours

Parent Drop Off

Doors Open: 7:15 am Doors Close: 7:35 am
Late: 7:36 am (Parent Sign in Child)

Dismissal

**Parent Pick up: 2:05 (without a note)
2:17pm (with note)
Bus: 2:22 pm

****Any change in transportation must be in writing from the guardian, such as a note signed by the guardian sent into school with the child. If not, a person who is picking up a child must be on the emergency card and must be here by 2:05. We will not be pulling students from the bus or dismissal line after that time. They will be instructed to pick them up at the bus stop.**

Safe Student Drop-Off

When dropping off children in the mornings we ask that parents drive through the drop off area or park in a parking spot in the parking lot and walk your child through the crosswalk. If your child is late, after 7:35, please walk him/her into the office and sign them in.



Terrapin Talk

A Newsletter for Families
 Mispillion Elementary School
 A Title I School

Marking Period 1 – November 2017

September

Terrific Terrapin	Best Friend Award
Chloe Lebo	Maci Currence
Owen Mumford	Belinay Gunger
Kaleb Wilson	Shelby Webb
Sadie Washington	Torrance Bryant-Powell
Levi Kenton	Ce'Onna Cason
Michaela Perfetti	Aaron Enger
Woodmaya Azor	Michael Mullen
Grady Trivits	Emerick Miller
James Sontay-Abac	Karina Ramirez-Ramirez
Henry Morales-Cifuentes	Lyndsay Lemus
Mackenzie Hayhurst	Jermiah Tunnell
Jaleah Baynard	DaeQuan Wilson
Ethan Lemus	Azion Rodriguez
Lilyana Kandrac	Olivia Eisenbrey
Saniya McCray	Benjamin Braga
Helen Lopez Alfaro	Kaedon Layton
Landen Hill	Christian Schimmel
Makenzie King	Bryce Patricella
Gage Nordberg	Kha'Lyn Tilghman
Max Rice	Morgan Deeney
Sammy Hudson	Landon Short
Sincear Wyatt	Julia Goralski
Megan Johnson	Mackenzie Bogan
Aubrey Trivits	Cameron Murray
Hannah Zimmerman	Anita Bamaca- Morales
Kaji Stevens	Kyle Dutton
Rayjon Turner	

October

Terrific Terrapin	Best Friend Award
Daniel Ramos-Velaquez	Allen Dorsainvil
Kinslee Hogan	Eduardo Dominquez-Hernandez
Kevin Tecan-Zagal	Sophia Vasquez-Vergel
Vandien Bey	Timothy Finney
Breanna Hall	Clifton Fowler
Nissi Malbert	Elliot Petite
Arianna Person	Shaziyau Northan
Ketura Mele	Mason Mangum
Allison Case	Oscar Schiferl
Alexander Wooten	Andrea Mendoza-Mendez
Yojana Garcia-Lopez	Spencer Peel
Kaidan Zeroles	Kai-Ron Briddell
Colby Crew	Laila Johnson
Brendan Stevenson	Kensley Blackwell
Anahi Meza	Kelsey Juarez-Sanchez
Natalie Howard	Ti'Jier Tingle
Christofer Ramirez-Ramirez	Willow McMahan
Mitchell Denham	
Jacob Messick	Ellie Peel
Carley Jarman	Annabella Derr
Jada Hooper	Jeremiah Watson
Addison Brode	Kaycee Stevens
Sammy Hudson	Chris Jennings
Joshua Jovel-Valasquez	Kala Latsch
Kathryn Meszaros	Austin Webb
Amyiah Johnson	Kayla Ashton
Leajah Cannon	Sammy Walker

Library News

Be on the lookout! The library is having a holiday writing contest in December!

Student will need to:

- ❖ Write a short essay: **See Mrs. Zimmerman for contest form in December**
 - 1st-2nd graders no more than 25 words
 - 3rd-5th graders no more than 50 words
- ❖ It can be funny, serious, poetic, or even sad.
- ❖ Be sure to put your name and teacher on the form.

PRIZE: One winner will be chosen from each grade level. Winners will receive a stocking filled with books and goodies! Prizes will be awarded before the winter break.

All entries must be turned in by Friday, Dec. 15th. All students are encouraged to enter!



Terrapin Talk

A Newsletter for Families
Mispillion Elementary School
A Title I School

Marking Period 1 – November 2017

Message from the School Nurse:

School Nurses



Exciting events happening at Mispillion:

Per Delaware Regulations:

Vision and Hearing Screening have been completed on all Second and Fourth Graders, if you received a referral letter for your child, please let the school nurse know the outcome.

Posture and Gait screenings were completed on all fifth grade students.

Stay tuned for information coming home about Vision to Learn, Seal a Smile and Delaware Smile Check!

Cold weather is coming, please encourage your child to wear a coat to school and to bring a dress code appropriate sweater or sweatshirt to wear during the school day, some days even with the heat on, the classrooms can be chilly.

PINK DAY!

Mispillion Elementary Students and Staff Celebrated Go Pink! On Friday October 7th, students and staff wore pink in an effort to show our support for the Bayhealth Cancer Institute and the Delaware Breast Cancer coalition. We successfully raised \$618 our donation of \$118 was raised by our students. The Mispillion Staff purchased pink shirts from the Bayhealth Foundation with total of \$500.00. Proceeds will be divided between breast screenings and educational programs available through Bayhealth Cancer Institute and the Delaware Breast Cancer Coalition.

Honor Society and Student Council

There is going to be a food drive for the month of November to benefit Milford families in need for Thanksgiving. Each grade is responsible for different Thanksgiving food items and every item donated the students will receive a 5 point ticket! (Not to exceed 5 items) Making it a total of 25 possible tickets! The grade level foods are:

- 1st Grade – Canned Veggies/Cranberry Sauce
- 2nd Grade – Canned/Box Stuffing Mix
- 3rd Grade – Canned/Box Mashed Potatoes
- 4th Grade – Biscuit Mix & Gravy
- 5th Grade – Pie Mix/Filling & Pie Crust

Thank you for your generosity during the month of November!

Counseling Corner

For the month of November during Character Education classes the students will be talking about being unique and understanding gratitude. Please keep reminding your students to use their PRIDE during expressive arts!



Principal Pals

Marking Period 1

Principal Pals are students who did the right thing without an adult telling them to do so.

Drake Benton and Jacob Jaimes-Sanchez earned the honor this marking period.

PTP NEWS

Thanks to all students and parents who participated in the PTP's fall fundraisers. Our book fair in September was a big success, and many of our children came out for our Fall Festival fun. Our newest event, the Dance-a-thon, was also a great time and raised money for anti-bullying efforts at school, like the visit from Omega Man later this month. A big thanks to Just Kidding Entertainment for providing DJ services for the dance. Also, we hope our kids are enjoying their Smencils, which were sold during the last week of October.

Please remember to turn in your Redner's receipts (if you have used your Redner's card). The PTP receives 1 percent back from each receipt, which adds up to hundreds of dollars per year. We appreciate your continued support of this easy fundraiser. Save the date of March 23! Our annual parent-child dance with Ross and Baneker will be held again this year at Milford Central Academy. Stay tuned for more details. Finally, the PTP meets every first Monday of the month at 6. All parents are invited to join us to hear about our events and fundraisers. Refreshments are served. For more information about the PTP, visit us on our Facebook page or e-mail MispillionPTP@hotmail.com.



Terrapin Talk

A Newsletter for Families
Mispillion Elementary School
A Title I School

Marking Period 1 – November 2017

Veteran's Day Program

Mispillion celebrated Veteran's Day with a program that honors the veterans. Our 4th and 5th grade students had the opportunity to invite a family member veteran to the program. Mr. Heath Gehrke served in the U.S. Navy and currently serves as the Director of Ferry Operations for the Cape May – Lewes Ferry in Lewes, De. He also serves as a commander with the Naval Reserve Strategic Sealift Officer Group. His presentation included information about different ships in the Navy as well as his experiences during his recent tours of duty to include Singapore; Naples, Italy; and Pusan, South Korea. Refreshments and a Veteran scavenger hunt followed the formal presentation.



Principal for the Day!

Mr. John Moore Vice President of Resource Development and Strategic Partnerships from the United Way visited Mispillion on Thursday, October 19th as our Principal for the day. He started his day greeting students entering school for the day. He introduced himself during the school announcements while sharing the duty with Mr. Mentzer and a couple fifth grade students. The day in the life of a principal was very busy and eye opening for Mr. Moore. He visited many classrooms and at times was escorted by a member of our Pride Patrol.



ELL Night at Mispillion

Many families came out to celebrate our special ELL Family Night on Thursday, November 2nd. Families enjoyed a presentation by Charito Calvachi-Matey from the Delaware Humanities Council on diversity in Latin America. There was also a story time in Creole, Spanish and English, as well as a craft activity for the children and parents to work on together. There was Grotto pizza, prizes from local businesses, a free book for each Mispillion student, crafts and raffles.



The LEAP Program comes to Mispillion Elementary

The **LEAP Program (Literacy Education Assistance Pups)**, based in Lewes, DE, provides literacy mentoring in schools and libraries to improve the literacy skills of children and build their enthusiasm for reading through the use of therapy dogs. These dogs (dressed for Halloween on this visit) come into our self-contained classrooms weekly to develop a relationship with our students. Students will read to the dogs and learn how to care for them during their visits.



PERSONNEL REPORT

AMEND HIRE EFFECTIVE DATE*

DOHENY, Carmen

Ross – Spanish Immersion Teacher

Effective: October 30, 2017 (from October 27, 2017)

RESIGNATION

PFLUMM, Kristy

Central Academy – P/T Paraprofessional (27.5 hrs.)

Effective: November 17, 2017

Years of Service to MSD: 1 mo.

CREW, Disa

Morris – Part-Time Paraprofessional (27.5 hrs.)

Effective: October 26, 2017

Years of Service to MSD: 3 yrs.

CLAYTON, Haley

High School – English Teacher

Effective: January 1, 2018

Years of Service to MSD: 5 mos.

RECOMMEND FOR EMPLOYMENT*

DUFFIE, Tynice

Mispillion – Part-Time Paraprofessional (27.5 hrs.)

Effective: November 13, 2017

LINCOLN, Shannon

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

Effective: November 13, 2017

TRIPP, Shawniece

High School – Child Nutrition (3 hr.)

Effective: November 13, 2017

TRANSFER

NEWSOME, Wayne

Transfer from Mispillion Part-Time Paraprofessional (27.5 hrs.) to Mispillion Full-Time Paraprofessional

Effective: October 30, 2017

MURPHY, Rosa

Transfer from Part-Time Child Nutrition (3 hrs.) to Full-Time Bus Driver/General Cafeteria Worker

Effective: November 6, 2017

HUFNAGEL, Jennifer

Transfer from Central Academy Part-Time Child Nutrition (3 hrs.) to Central Academy Part-Time Child Nutrition (6 hrs.)

Effective: October 30, 2017

FMLA

Board Only

RECOMMEND EMPLOYMENT – LIMITED CONTRACTS FOR PERSONAL SERVICES*

Central	Basketball, Volunteer	Savage, Derek (21B) Savage, Michael (21B) McTeer, Justice (21B)
Central	Cheerleading Coach – Basketball	Dukes, Stephanie
High	Cheerleading Coach – Basketball	Shockley, Myrna

*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.

MILFORD SCHOOL DISTRICT
Fiscal Year 2018 Monthly Revenue Report
As of October 31, 2017
33.3% of the Fiscal Year completed

REVENUE SOURCE	Preliminary FY 2018 Budget	Actual to date	% received
STATE FUNDS			
Formula Salaries	\$25,384,566	20,177,522	79.49%
Cafeteria Salaries	460,980	414,882	90.00%
Delaware Sustainment Fund	575,455	496,164	86.22%
Academic Excellence Cash Option	-	0	
Related Services Cash Option	119,331	116,160	97.34%
Division II, All Other Costs	823,752	889,553	107.99%
Division II, All Other Costs - VOC	94,632	70,974	75.00%
Division II, Energy	721,636	661,307	91.64%
Division III, Equalization	5,155,072	4,674,639	90.68%
State Transportation	2,600,000	1,310,134	50.39%
Homeless Transportation	375,000	152,895	40.77%
Foster Care Transportation	-	24,703	
Transportation Supply	1,000	1,000	100.00%
Unique Alternatives Transportation	279,468	268,930	96.23%
Drivers' Education	16,958	15,263	90.00%
Professional Development	-	0	
Technology Block Grant	62,912	56,677	90.09%
Professional Instruction - State Grant(s)	-	35,481	
World Language Expansion	10,000	30,000	300.00%
Readiness with a Purpose Grant	21,682	21,682	100.00%
Minor Capital Improvements	291,143	0	0.00%
Major Capital Improvements	-	0	
TOTAL STATE FUNDS	\$36,993,587	29,417,965	79.52%
LOCAL FUNDS			
Current Expense (tax rate)	\$7,480,925	6,387,488	85.38%
Current Expense (capitations)	500	177	35.46%
Athletics	40,000	22,947	57.37%
Interest	85,000	22,673	26.67%
Building Rental	15,000	2,613	17.42%
Other Local Revenue	18,500	14,302	77.31%
Sol - Systems	1,500	1,029	68.63%
Energy Curtailment	15,000	0	0.00%
CSCR	15,000	0	0.00%
Indirect Costs	190,000	20,135	10.60%
Cafeteria	2,070,000	272,409	13.16%
Net Choice Billings	(128,399)	0	0.00%
Net Charter Billings	(132,547)	(40,612)	30.64%
Social Studies Coalition/Donations	107,000	51,097	47.75%
Debt Service	1,275,000	1,029,820	80.77%
Debt Service - County Impact Fees	235,241	0	0.00%
Tuition	2,875,000	2,318,382	80.64%
Minor Capital Improvements	194,095	156,527	80.64%
E-Rate	25,000	26,493	105.97%
Extra Time Local Match	-	0	
Reading and Match Specialist Match Tax	-	0	
Technology Maintenance Match	-	0	
Major Capital Improvements	-	0	
TOTAL LOCAL FUNDS	14,381,814	10,285,480	71.52%
FEDERAL FUNDS			
IDEA Part B	\$1,065,421	1,065,421	100.00%
IDEA - Preschool	45,979	45,979	100.00%
IDEA - Preschool (Morris Grant)	30,000	-	0.00%
Title I	1,665,027	1,665,001	100.00%
Title II	333,718	333,718	100.00%
Title III English Acquisition	48,104	48,104	100.00%
Education for the Homeless	10,000	-	0.00%
School Based HIV/STD Prevention	-	-	
Perkins	115,022	115,022	100.00%
TOTAL FEDERAL/OTHER FUNDS	\$3,313,271	3,273,245	98.79%
GRAND TOTAL ALL FUNDS	\$54,688,672	42,976,690	78.58%

Milford School District
Monthly Report of Expenditures
For the month ended October 31, 2017

Operating Unit	Budget Line	Preliminary				
		Budget Amount	Encumbered	Expended	Budget Remaining	% Remaining
9180668A	Benjamin Banneker Elementary School	\$ 60,463.70	8,059.88	5,805.91	\$ 46,597.91	77.07%
9180670A	Evelyn I. Morris Early Childhood Center	\$ 45,466.55	3,873.31	6,081.89	\$ 35,511.35	78.10%
9180672A	Lulu M. Ross Elementary School	\$ 73,568.00	5,507.84	4,255.06	\$ 63,805.10	86.73%
9180673A	Mispillion Elementary School	\$ 64,257.05	1,612.47	7,833.11	\$ 54,811.47	85.30%
9180675A	Milford Central Academy	\$ 120,661.20	5,147.60	38,919.37	\$ 76,594.23	63.48%
9180678A	Milford Senior High School	\$ 143,164.33	9,772.30	39,851.75	\$ 93,540.28	65.34%
99900000	Board Of Ed/District Expenses	\$ 2,000.00	-	55.99	\$ 1,944.01	97.20%
	School Resource Officer	\$ 160,000.00	8,144.00	151,856.00	\$ -	0.00%
99900100	Legal Services, Audit and Insurance Premiums	\$ 50,959.00	2,640.86	12,909.14	\$ 35,409.00	69.49%
99900300	District Expenditures	\$ 25,000.00	748.83	(2,254.04)	\$ 26,505.21	106.02%
	Public Relations and Communication	\$ 1,000.00	-	-	\$ 1,000.00	100.00%
	Copy Center (District Wide)	\$ 95,000.00	45,077.95	39,409.73	\$ 10,512.32	11.07%
	Student Emergency Fund	\$ 4,000.00	500.00	2,900.00	\$ 600.00	15.00%
99910100	Superintendent	\$ 1,500.00	-	490.60	\$ 1,009.40	67.29%
99920000	World Language Immersion (State Grant)	\$ 10,000.00	59.68	17,893.79	\$ (7,953.47)	-79.53%
	Readiness with a Purpose (State Grant)	\$ 21,681.67	-	21,681.67	\$ -	0.00%
	Instructional Advancement (State Grant)	\$ -	-	34,740.00	\$ (34,740.00)	
	Summer School	\$ 25,000.00	-	11,880.70	\$ 13,119.30	52.48%
	Translators	\$ 20,000.00	-	872.72	\$ 19,127.28	95.64%
	Extra Time Programs	\$ 12,000.00	-	3,703.75	\$ 8,296.25	69.14%
	Curriculum and Instruction	\$ 168,600.00	-	62,568.91	\$ 106,031.09	62.89%
99920500	State Professional Development	\$ -	-	-	\$ -	
99920700	Athletics - High School	\$ 151,050.00	42,761.87	38,008.57	\$ 70,279.56	46.53%
	Athletics - Milford Central Academy	\$ 24,500.00	7,067.31	4,126.93	\$ 13,305.76	54.31%
99920800	Driver's Education	\$ 16,958.00	1,166.28	8,812.69	\$ 6,979.03	41.15%
99930200	Tuition - Special Services	\$ 2,579,500.00	60,863.00	34,456.47	\$ 2,484,180.53	96.30%
	Tuition - Special Services - ILC	\$ 295,500.00	2,669.52	11,630.23	\$ 281,200.25	95.16%
	Unique Alternatives (State Funds)	\$ 279,468.00	202,527.50	21,197.40	\$ 55,743.10	18.86%
99930300	Special Services	\$ 48,000.00	21,209.82	6,415.67	\$ 20,374.51	42.45%
	Special Services - State Related Services	\$ 119,331.00	52,810.00	10,447.50	\$ 56,073.50	46.99%
99940200	Division I/Formula Salaries	\$ 25,384,566.00	-	9,333,675.91	\$ 16,050,890.09	63.23%
99940300	Division II - Vocational	\$ 94,632.00	4,342.97	703.69	\$ 89,585.34	94.67%
99940400	Division III/Local Salaries	\$ 9,983,600.00	-	3,133,360.04	\$ 6,850,239.96	68.61%
	Union agreed Limited Contracts	\$ 363,000.00	-	31,260.68	\$ 331,739.32	91.39%
99940500	Title I	\$ 1,665,027.00	1,154.34	86,395.37	\$ 1,577,477.29	94.74%
	Title II	\$ 333,718.00	1,444.00	15,393.01	\$ 316,880.99	94.95%
	Title III	\$ 48,104.00	-	-	\$ 48,104.00	100.00%
	IDEA Part B	\$ 1,065,421.00	114,863.38	49,174.74	\$ 901,382.88	84.60%
	IDEA Preschool	\$ 75,979.00	-	-	\$ 75,979.00	100.00%
	Perkins	\$ 115,022.00	9,110.44	22,865.83	\$ 83,045.73	72.20%
	Homeless	\$ 10,000.00	-	-	\$ 10,000.00	100.00%
	Other Federal Grants	\$ -	-	-	\$ -	
99940600	Insurance Expense	\$ 82,000.00	-	13,931.00	\$ 68,069.00	83.01%
99940700	Social Studies Coalition/Donations	\$ 107,000.00	-	39,864.04	\$ 67,135.96	62.74%
99940810	Technology Equipment & Repair	\$ 264,050.00	23,487.34	42,301.48	\$ 198,261.18	75.08%
	Technology Block Grant	\$ 62,912.00	-	-	\$ 62,912.00	100.00%
99940900	Tuition Reimbursement	\$ 60,000.00	-	-	\$ 60,000.00	100.00%
99950000	Personnel/Human Resources	\$ 6,500.00	-	838.43	\$ 5,661.57	87.10%
99960000	Child Nutrition Operations	\$ 2,100,980.00	511,796.03	676,173.56	\$ 913,010.41	43.46%
	Cafeteria Salaries	\$ 430,000.00	-	125,911.22	\$ 304,088.78	70.72%
99960100	Facilities Maintenance	\$ 90,000.00	28,516.33	15,002.92	\$ 46,480.75	51.65%
	Custodial Services and Supplies	\$ 90,000.00	41,481.57	29,553.83	\$ 18,964.60	21.07%
99960200	Operations and Utilities	\$ 345,703.90	79,352.47	63,018.28	\$ 203,333.15	58.82%
	Energy Division II	\$ 721,636.10	96,626.68	183,173.32	\$ 441,836.10	61.23%
99960300	State Transportation	\$ 2,600,000.00	503,340.15	549,499.37	\$ 1,547,160.48	59.51%
	State Homeless Transportation	\$ 375,000.00	112,887.00	29,766.60	\$ 232,346.40	61.96%
	State Foster Transportation	\$ -	16,000.00	7,227.00	\$ (23,227.00)	
	Transportation Supplies	\$ 1,000.00	-	1,000.00	\$ -	0.00%
99960400	Transportation Internal Budget (Local)	\$ 23,000.00	583.09	14,775.68	\$ 7,641.23	33.22%
	Local Activities Transportation	\$ 3,000.00	-	195.07	\$ 2,804.93	93.50%
	Local Homeless Transportation Match	\$ 60,000.00	12,543.00	3,307.40	\$ 44,149.60	73.58%
	Local Transportation Match	\$ 300,000.00	55,926.69	59,567.23	\$ 184,506.08	61.50%
Total Operating Budget		\$ 51,480,479.50	\$ 2,095,675.50	\$ 15,124,487.21	\$ 34,260,316.79	66.55%
99970000	Local Debt Service	\$ 1,510,240.78	-	733,222.05	\$ 777,018.73	51.45%
99970200	Minor Capital Improvements	\$ 485,238.00	-	-	\$ 485,238.00	100.00%
Total Capital Budget		\$ 1,995,478.78	\$ -	\$ 733,222.05	\$ 1,262,256.73	63.26%
Grand Total		\$ 53,475,958.28	\$ 2,095,675.50	\$ 15,857,709.26	\$ 35,522,573.52	66.43%

*Note: Budgets are based on 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.*

MILFORD SCHOOL DISTRICT
Milford, Delaware 19963

POLICY

3303

STUDENT FEES – CHILD NUTRITION PROGRAM

MEAL PRICE – DAILY

	Lunch	Breakfast
High School	\$0.00	\$0.00
Central Academy	\$0.00	\$0.00
Elementary School	\$0.00	\$0.00

ADULT FEES – DAILY

	Lunch	Breakfast
All Schools	\$3.50 \$3.60	\$2.30 \$2.35

Ala carte prices are subject to change based on market prices.

Students purchasing a second breakfast will be charged \$2.35, and Students purchasing a second complete lunch meal will be charged \$3.60.

APPROVED: 8/18/75; 9/20/76; 3/21/77; 7/24/78; 2/26/79; 2/23/81; 8/17/81; 8/16/82; 8/15/83;
8/9/85; 8/24/87; 7/10/89; 4/13/92; 4/26/93; 7/1/98; 4/26/04; 4/21/08

AMENDED: 8/22/11; 6/24/13; 7/15/13, 9/19/16, 11/20/17

MILFORD SCHOOL DISTRICT
Milford, Delaware 19963

INTEROFFICE MEMORANDUM

TO: Kevin Dickerson, Ed. D., Superintendent
FROM: Sara Croce, Chief Financial Officer
RE: K-3 Student-Instructor Ratio Requirements and 98% Rule
DATE: October 31, 2017

Title 14 Section 1705A of Delaware Code states in part “The ratio of students to instructors in any class in kindergarten or grades 1-3 in a Delaware public school shall not exceed 22 students as of the last school day of October.” While most of the district’s K-3 class sizes meet this requirement, some do not. Delaware Code provides a waiver provision in which the Milford School District Board of Education can waive this requirement at their discretion.

Also, Section 1704, Title 14 of Delaware Code states in part “Each local school board shall allocate Division I units to schools in its district such that as of the last school day of October each school receives not less than 98% of the Division I units it generates as a result of the actual unit count.” Final unit count will not be certified until late November and in order to utilize earned units to offset state budget reductions per Section 368 of the Fiscal Year 2018 Appropriations Bill (H.S. 1 for H.B. 275), the board should waive this requirement.

The following schools have not met the criteria for Section 1705A, Title 14:

Mispillion Elementary
Homeroom(s):
2042 – 23 Students

Benjamin Banneker Elementary
Homeroom(s):
A205 – 23 Students

Lulu M. Ross Elementary
Homeroom(s):
3 – 23 Students
6 – 23 Students

Morris Early Childhood Center
Homeroom(s):
E8 – 23 Students

STATE OF DELAWARE PROCUREMENT

Milford School District

2017

What is State Procurement?

- Procedures for making purchases using public funds
- Delaware Code Title 29, Chapter 69 sets regulations for all state agencies
 - Definition of a State Agency: Every board, department, bureau, commission, person or group of persons or other authority which directly receives moneys under any budget appropriation act or supplemental appropriation act and which was created and now exists



Why follow State Procurement Regulations?

- It is Delaware Law!
- Violations of Procurement regulations have strict consequences

§ 6903 Violations and penalties.

- Any person, who, with intent to avoid compliance with this chapter, willfully fragments or subdivides any contract for the purchase of materiel, nonprofessional services, public works or professional services, shall be subject to the penalties listed in this section.
- Any individual or firm which commits a violation of this chapter, as listed in this section, shall be punished by a fine of not less than \$1,000 and not more than \$2,000 or by imprisonment for not more than 6 months, or both, and upon a second or subsequent conviction thereof, shall be punished by a fine of not less than \$2,000 and not more than \$5,000 or by imprisonment for not more than 1 year, or both.
- The Superior Court for the State shall have exclusive original jurisdiction over offenses listed in this section.



Exceptions to the rules

- Delaware Code allows certain exceptions to Procurement Procedures
 - If any provision of this chapter conflicts or is inconsistent with any statute, rule or regulation of the federal government
 - This chapter shall not apply to any purchase of materials or services from the federal government or from the government of the State including any agency of the State
 - **This chapter shall not apply to contracts for the transportation of school children. Such contracts shall be submitted to the Secretary of Education through the Department of Education Transportation Office for approval.**
 - **This chapter shall not apply to any purchase of library materials such as books, periodicals, subscriptions and software by libraries of any agency**
 - If no state contract exists for a certain good or service, covered agencies may procure that certain good or service under another agency's contract so long as the arrangement is agreeable to all parties.

Sole Source Procurement

- **§ 6925 Sole source procurement.**
 - A contract may be awarded without competition if the agency head, prior to the procurement, determines in writing that there is only 1 source for the required contract
 - Sole source procurement shall not be used unless there is sufficient evidence that there is only 1 source for the required contract and no other type of goods or service will satisfy the requirements of the agency
 - The agency shall examine cost or pricing data prior to an award
 - Sole source procurement shall be avoided, except when no reasonable alternative sources exist
 - A written determination by the agency for the sole source procurement shall be included in the agency's contract file
- **Textbooks and related instructional materials are sole source purchases.**
- An agency seeking a sole source procurement shall prepare written documentation citing the existence of a sole source condition. The document shall include the specific efforts made to determine the availability of any other source and an explanation of the procurement need. The agency may, for confirmation, submit this documentation to the Section for review and comment prior to the intended date of award.

Emergency Procedures and Critical Need



- An agency head may waive any or all provisions of this chapter to meet the critical needs of the agency as required by emergencies or other conditions where it is determined to be in the best interest of the agency.
- The agency head may determine an emergency condition exists by reason of extraordinary conditions or contingencies that could not reasonably be foreseen and guarded against.
 - An emergency condition creates an immediate and serious need that cannot be met through normal procurement methods for the protection of public health, safety or property.
- Any procurement pursuant to this subsection shall be limited to those materials and/or services necessary to satisfy the emergency.
- A copy of each emergency determination processed under this procedure shall be kept on file by the agency.

Procurement Classifications

- Materiel and Non-Professional Services
- Public Works
- Professional Services



Material and Non-Professional Services

- "Material" means materials, equipment, tools, supplies, or any other personal property, but does not include real property or electric, gas, water, telephone or similar utilities.
- Non-professional services are skilled or unskilled labor or professional work, but do not include professional and consulting services (ex: Carpet Installation, Courier Service, etc).



Public Works



"Public works contract" means construction, reconstruction, demolition, alteration and repair work and maintenance work paid for, in whole or in part, with public funds.

Professional Services

- "Professional services" means services which generally require specialized education, training or knowledge and involve intellectual skills.

- Examples of professional services include, but are not limited to:

- Engineering and environmental engineering
- Environmental monitoring
- Land surveying
- Landscape architecture
- Geology
- Architectural
- Archaeologists
- Architectural historians and historians
- Educational consultants
- Management
- Medical
- Teaching
- Planning
- Computer information management
- Financial
- Accounting
- Auditing
- Construction Management
- Arbitration services

Thresholds

Procurement Classification	Spend Range 1 (under threshold)	Spend Range 2 (under threshold)	Spend Range 3 (over threshold)
Materiel & Non Professional Services	Less than \$10,000 (annual spend) ★	\$10,000 - \$24,999 (annual spend)	\$25,000 and over (annual spend)
	Open Market Purchase	3 Written Quotes	Formal Procurement (RFP/ITB)
Public Works	Less than \$50,000 (term of contract) ★	\$50,000 - \$99,999 (term of contract)	\$100,000 and over (term of contract)
	Open Market	3 Written Quotes	Formal Procurement
Professional Services	Less than \$50,000 (term of contract) ★	N/A	\$50,000 and over (term of contract)
	Open Market		Formal Procurement

Thresholds Defined

- Open Market Purchase – responsible identification of a favorable price from a qualified vendor
- Three Written Quotes – an award is determined by the lowest price from a responsible vendor after receiving three quotes from different vendors
- Formal Procurement – an award is determined after seeking a vendor through a formal Request for Proposal (RFP) or Professional Services Request for Proposal Process



What is a State Contract?



- Office of Management and Budget, Government Support Services hosts the Office of Contracting
- Act as the Central bidding agency for the State of Delaware
- Contracting Office executes different bid processes each year on behalf of all state agencies
- Larger volume contracts attract more competitive pricing
- Central contracts may be requested by covered agencies
- School Districts have the ability to utilize central contracts

<http://mymarketplace.delaware.gov/>

QUESTIONS?



GameTime c/o Cunningham Recreation
 PO Box 487
 Queenstown, MD 21658
 800-233-0529 FAX 410-827-8855

QUOTE
 #126904

10/12/2017

Mispillion ES - Rubber Repair

Milford School District
 Attn: Glen Stevenson
 311 Lovers Lane
 Milford, DE 19963
 Phone: 302-422-1638
 gstevens@msd.k12.de.us

Project #: P90378
 Ship To Zip: 19963

Quantity	Part #	Description	Unit Price	Amount
1	PIP-RETOP	GT-Impax - 1.5" Retop of Existing - <ul style="list-style-type: none"> • 2,000 SF - 1-1/2" Retop of Yellow and Black section ONLY • Recommend changing surfacing color • Includes removing loose cap material and patching with black sbr • Aromatic Binder and Reguar Wages included. Additional charges apply for Aliphatic Binder or Wage Scale. • 3-Year Warranty • Installation schedule to be determined by weather conditions allowing for proper material set up and curing. Pricing does not include any tenting or artificial heating. 	\$17,539.00	\$17,539.00

SubTotal: \$17,539.00
Total Amount: \$17,539.00



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Pricing: Prices are firm for 30 days unless otherwise noted. Above costs assume one shipment and one installation unless otherwise noted. Taxes will be shown as a separate line item if included. Any applicable taxes not shown will be applied to the final invoice.

Lead Time/shipment: Standard orders shipped 4 weeks after receipt of order and acceptance of your purchase order, color selections, approved submittals, (if required) unless otherwise noted. Custom equipment and shades may require a longer lead time. Surfacing lead time is approximately 2 weeks after scheduling request. It is the responsibility of the owner to offload and inventory equipment, unless other arrangements have been made. Missing or damaged equipment must be reported within 60 days of acceptance of delivery. Equipment may be sent in multiple shipments based on point of origin.

Payment Terms: Payment in full, Net 30 days subject to approval by Credit Manager. Pre-payment may be required for orders equaling less than \$5,000. A signed P.O. made out to Gametime C/O Cunningham Associates, Inc. or this signed quotation is required for all orders unless otherwise noted. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Checks should be made payable to Game Time unless otherwise directed.

Returns: Returns are available on shipments delivered within the last 60 days and only if the product is in merchantable condition, has never been installed, and has never been stored in an area of little or no protection. A 25% restocking fee will be applied to all goods. Customer will be charged freight for both the outbound and inbound shipment. Any credit will be based on the condition of the item upon its return. Uprights cannot be returned.

Acceptance of this proposal indicates your agreement to the terms and condition stated herein.

Wish to pay by credit card? Please complete the following information:

_____ Mastercard _____ Visa _____ AMEX

Credit Card Number: _____ Exp Date: _____

CSC, Carde Security Code: _____

Name as it appears on card: _____

Amount to be charged to card: _____

Email or Fax credit card receipt to: _____

Site should be clear, level and allow for unrestricted access of trucks and machinery. Customer is responsible for providing a secure location to off-load and store the equipment during the installation process. The customer is responsible for theft or damage of the equipment from the time the equipment is off-loaded until the installation of the equipment is complete, unless other arrangements are made and noted on the quotation. Price includes ONLY what is stated in this quotation. If additional site work or equipment is needed then the price is subject to change. Customer shall be responsible for unknown conditions such as buried utilities (public & private), tree stumps, rock, or any concealed materials or conditions that may result in additional labor or materials cost. Customer will be billed hourly or per job for any additional costs.

Acceptance of quotation:

Accepted By (printed): _____ Date: _____

Title: _____ P.O. No: _____

Telephone: _____ Fax: _____

Purchase Amount: **\$17,539.00**

SALES TAX EXEMPTION CERTIFICATE #: _____

(PLEASE PROVIDE A COPY OF CERTIFICATE)

 Salesman Signature

 Customer Signature



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#126904

10/12/2017

Mispillion ES - Rubber Repair

ORDER INFORMATION:

Bill to: _____ Ship to: _____
Contact: _____ Contact: _____
Address: _____ Address: _____
Address: _____ Address: _____
City, State, Zip: _____ City, State, Zip: _____
Tel: _____ Fax: _____ Tel: _____ Fax: _____



Agreement # 6556-6-0

Submission Date: September 27, 2017

Division of Sales & Estimating

Client: Milford SD - Central Academy

Project: Central Academy - New Recorder

Project Address: 1021 N. Walnut St., Milford DE 19963

Bill To Address: 906 Lakeview Avenue, Milford DE 19963

Submitted To: Glen Stevenson, (302)270-8501 cell or Gstevens@msd.k12.de.us
Lee Thompson, Leet@advantechsecurity.net, (302) 674-8405, fax (302)

Submitted By: 674-3698, www.advantechsecurity.net

System(s) Type: Video Surveillance

Scope of Work: Advantech Incorporated (“ADVANTECH”)

Advantech shall provide and install a Honeywell MaxPro 48-Channel Network Video Recorder (NVR) with 32TB of memory with RAID5 in the MDF room 838. This is the same NVR which was recently installed in the High School, Morris and Lulu Ross. Currently there is only one available channel or room to add one more camera on the existing High School NVR’s. This NVR will provide flexibility to allow Milford School District to install additional video surveillance camera in both the High School and Central Academy.

Special Conditions:

1. Pricing is subject to change if this Agreement is not accepted within 30 days of the Submission date.
2. This project has been priced assuming first shift hours which are Monday – Friday 7:00AM – 4:00PM, excluding Federal Holidays. Work requested outside first shift hours will be subject to overtime rates.
3. Any necessary connections required for remote connectivity including dial tone phone lines, network connections, modems, or related items, to be supplied by the CLIENT at the ADVANTECH specified location.
4. Any necessary Servers and / or Workstations to be supplied by others must meet the minimum specification requirements of the proposed system’s manufacturer.
5. Any necessary patching, painting, drywall repair, etc. by CLIENT.

Products – (Specify System):

<u>QTY</u>	<u>Manufacturer</u>	<u>Description</u>
1	HNMPE48B324S	Maxpro NVR PE, 48CH, 8X4T SAS, 8D & RAID5

Investment Summary

Purchase

Honeywell MaxPro Recorder:

\$24,500.00 Initial to Accept: _____

- 100% upon completion of installation and final commissioning

Service Plan:

\$265.00/mo Initial to Accept: _____

Payment Terms: Due Semi-Annually in Advance upon Job Completion

“This Service Plan only includes the Recorder, it does NOT include any cameras or any other devices which might be connected to the NVR.”

Accepted By: _____ **Date:** _____

Print Name: _____

General Conditions:

1) LIMITED WARRANTY: A. ADVANTECH hereby warrants to CLIENT alone only that all of the ADVANTECH provided work is provided in a good and workmanlike manner and complies with the relevant **Delaware State Building Access Security Services contract GSS15599-BLDG_SECURE**. In the event that any ADVANTECH provided product shall become defective while the Limited Warranty is in effect, ADVANTECH shall in its discretion replace or repair the defective part without charge to CLIENT. B. If CLIENT shall discover a defect in the products supplied under this agreement, CLIENT shall immediately contact ADVANTECH in writing or by telephone, at the address and telephone number set forth, and fully describe the nature of the defect so that repair service may be rendered. C. This limited warranty does not cover any damage to components, products or equipment caused by accident, vandalism, CLIENT negligence, flood, water, lightning, fire, intrusion, abuse, misuse, act of terrorism, act of God, any casualty, including electricity, attempted unauthorized repair service, modification or improper installation by anyone other than ADVANTECH, or any other cause other than ordinary wear and tear. D. This limited warranty is effective for **two (2) years** from the date of the ADVANTECH final invoice for the products and/or work. CLIENT may extend coverage on products and work by requesting a service agreement. The amount of the service agreement fee shall be as agreed upon between CLIENT and ADVANTECH. E. ADVANTECH shall not be liable for any general, direct, special, exemplary, punitive, statutory, multiple, incidental or consequential damages. CLIENT acknowledges: that any affirmation of

fact or promise made by ADVANTECH shall not be deemed to create an express warranty; that ADVANTECH does not make any representation or warranty, including any implied warranty of merchantability or fitness that the system or service supplied may not be compromised, circumvented, or the system or services will in all cases provide the signaling, monitoring and response for which it was intended; that CLIENT is not relying on ADVANTECH's skill or judgment in selecting or furnishing a system suitable for any particular purpose; that there are no express warranties which extend beyond those on the face of the agreement hereof, or herein, and that all implied warranties, if any, coincide with the duration of this warranty.

2) MONITORING, INSPECTION &/OR SERVICE COVERAGE PLANS - TERM, RENEWAL & RATES. The term is one (1) year beginning on the Effective Date listed on this Agreement. At the end of the initial one (1) year term or any subsequent renewal term, the Agreement will automatically renew for an additional one (1) year term, unless either CLIENT or ADVANTECH gives written notice to the other of cancellation at least ninety (90) days before the expiration of the term. ADVANTECH has the right to terminate this Agreement ten (10) days after written notice, if CLIENT fails to make timely payments or if CLIENT willfully or negligently causes repeated false alarms. Client may terminate this Agreement after thirty (30) days written notice.

3) Upon CLIENT request ADVANTECH shall provide service to the system. Unless covered by a Service or Software Support Plan CLIENT agrees to pay for services in accordance with rates stipulated in the **Delaware State Building Access Security Services contract GSS15599-BLD_SECURE**. ADVANTECH shall acknowledge CLIENT requests for service within one (1) business day. Expected response for emergency service is no more than four (4) hours.

4) CLIENT understands and acknowledges the System may transmit video, voice and data to a monitoring location or elsewhere using one or more forms of communication equipment or services, including, without limitation, a telephone network, computer network or data cabling. Furthermore some or all of these communications equipment or services may fail and that all of these services are outside the full control of ADVANTECH, and ADVANTECH has no responsibility for video, voice, and data transmission failure.

5) CLIENT understands that ADVANTECH makes no guarantee, representation or warranty including any implied warranty of merchantability or fitness for a particular purpose, that the product or service supplied will avert or prevent occurrences or the consequences there from which the system or service is intended to detect or avert. CLIENT understands and agrees that if ADVANTECH is found liable for any loss or damage from a failure to perform its obligations or from an equipment failure, ADVANTECH's liability is limited to the total price of this agreement.

6) IF any payment by CLIENT is received by ADVANTECH more than 30 days after the due date, CLIENT agrees to pay interest from the due date on the entire balance due and owing at the rate of 1% per month or maximum amount permitted by Delaware law. This agreement may not be altered, modified, or otherwise changed except with the written consent of both parties as an addendum to this agreement. If any of the terms or conditions of this agreement shall be declared invalid or inoperative, all of the remaining terms and conditions will remain in full force and effect. CLIENT here by acknowledges receipt of a copy of this agreement, and that CLIENT has read and thoroughly understands its terms. The conditions of this Agreement shall cover all subsequent work for CLIENT by ADVANTECH, its sub-contractors or assignees and shall remain in full force and effect even after the termination of any monitoring, inspection or service term. This agreement shall be enforced in accordance with the laws of the State of Delaware