

## Certificate of Necessity Request

2020

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## *Certificate of Necessity Application – Renovations / Replacement*

### 1. Project Name: Milford Middle School Revitalization

**Project Description:** This project will revitalize the current Milford Middle School (Lakeview Avenue) site that was closed in 2012. The project proposes to salvage the historic 1929 structure and demolish non-historical additions and abate any asbestos remaining in the building. New structures would be added to reconfigure the footprint of the school to best meet the needs of the 21<sup>st</sup> century learning environment. The facility will need significant upgrades for technology, heating and operations systems, windows, etc. as described in the building evaluation from Tetra Tech (enclosed).

**Grade Levels Served:** The proposed grade configuration would be grades 5 and 6 serving approximately 1000 students.

### Facility Data

#### *Present:*

<i>Address</i>	612 Lakeview Avenue Milford, DE 19963
<i>Gross # square feet</i>	147, 619
<i>Age of building</i>	90
<i>Age of additions</i>	41
<i>Year of last renovations</i>	1990
<i>Enrollment</i>	Currently Closed
<i>Capacity</i>	1100

#### *Proposed:*

<i>Address</i>	612 Lakeview Avenue Milford, DE 19963
<i>Gross # square feet</i>	132,910
<i>Estimated start time of project</i>	2021-2022
<i>Estimated completion date</i>	2024
<i>Estimated date of occupancy</i>	School year 2024-2025
<i>Capacity</i>	1000

### Capital Request Funding

<i>FISCAL YEAR</i>	<i>AMOUNT</i>
<i>FY 2022</i>	6,707,122
<i>FY 2023</i>	41,283,591
<i>FY 2024</i>	9,279,740
<i>TOTALS:</i>	57,270,453

### Cost Breakdown/Phase Out

	<i>FY2022</i>	<i>FY2023</i>	<i>FY2024</i>	<i>TOTAL</i>
<i>Planning/Design</i>				
<i>Architect/Engineering</i>	2,953,588	347,481	173,740	3,474,809
<i>Audit Fees</i>	61,176	122,352	61,176	244,704
<i>Site Development Costs</i>	2,053,403	538,351		2,591,754
<i>Construction Costs</i>		33,104,210	4,575,243	37,679,453
<i>Construction Contingency</i>		2,390,277	1,231,355	3,621,632
<i>Demolition Costs</i>	1,025,643			1,025,643
<i>Other (Provide Description)</i>				
<i>General Conditions, GC/CM Markup, Inspection Fees</i>	417,959	1,171,647	1,199,543	2,789,149
<i>Technology</i>		342,587	342,587	685,174
<i>Furniture and Equipment</i>		929,879	929,879	1,859,758
<i>Escalation Costs</i>	195,353	2,336,807	766,217	3,298,377
<i>Other (Provide Description)</i>				
<i>TOTALS</i>	<i>6,707,122</i>	<i>41,283,591</i>	<i>9,279,740</i>	<i>57,270,453</i>

## 2. Project Details:

- a. The DOE decision-making process is based on a priority legend, with the highest priorities being the following:
  - i. Capacity and future enrollment
  - ii. Project corrects facility life, health or safety issues

iii. Building aesthetics and programming

b. Renovations/Additions:

- i. Provide a specific description for each of the schools to be renovated and/or expanded.

The Milford Middle School Lakeview Avenue site was closed at the end of the 2012 school year due to serious structural and safety concerns. The district is proposing a major renovation to this site. The renovation would include renovating and salvaging the historic 1929 structure while demolishing and replacing the remaining portions of the building. The feasibility study performed by Tetra Tech suggested a reconfiguration to better suit the needs of the modern learning environment. The renovation would also address all ADA compliance concerns and will meet any code requirements for energy conservation, plumbing, electrical, and mechanical systems making both the historic section and any new additions modern and code compliant. Repairs would be made to the existing roof and windows, doors and fixtures in the historic structure would be replaced as proposed.

We consider this project both a Category 1 and 2 in the DDOE priority matrix addressing both capacity and future enrollment concerns, and correcting facility life, health or safety issues. This project will alleviate the capacity concerns throughout the district and allow space for future enrollment growth as projected by our actual September 30<sup>th</sup> unit count figures. This is a primary concern at our secondary campus where the number of students currently housed in the Milford Central Academy and Milford High School causes concerns for safety, and limits programming for students.

Provide details on the last time the school was renovated.

Though there was an approved Certificate of Necessity for the Milford Middle School in 2013, the project did not pass through the referendum process and move into the construction phase. Prior to that request, the last major renovation of the school was requested in 1990 according to recent research.

- ii. If needed because of overcrowding, please provide details of overcrowding issues. Which schools?

Closing the Milford Middle School facility added an additional grade level to all three elementary schools (Mispillion, Banneker, Ross), as well as the Milford Central Academy. Using the current DDOE formula for capacity, our current facilities are all well over the 85% capacity guideline. The chart below shows the current facilities and the enrollments as of 9/30/19. Please note that Morris Early Childhood Center houses the district PreK program that is not included in the facility calculations.

	Program Capacity According to DDOE	85%	2019-2020 Enrollments as of 9/30/19	Difference between 85% and enrollment
MHS	1,149	977	1,095	118
MCA	985	837	1,056	219
Ross	652	554	680	126
Mispyllion	530	451	529	79
Banneker	495	421	505	84
Morris	594	505	349	(156)
	<b>4,450</b>	<b>3,745</b>	<b>4,214</b>	<b>470</b>
PreK			87	
Total District Enrollment			4,301	

Post Construction Capacity:

	Program Capacity According to DDOE	85%	Projected Enrollment 2024*	Difference between 85% and enrollment	
MHS	1149	977	1170	193	
MCA	985	837	722	(115)	
New MMS	985	837	777	(60)	
Ross	652	554	561	7	
Mispyllion	530	451	465	15	
Banneker	495	421	436	15	
Morris	594	505	373	(132)	*Does not include PK
	5,390	4,582	4,504	-77	
PreK			93		
Total District Enrollment			4,597		
*Growth Projections using 3 year average enrollment September 30th count					

Post construction capacity calculations are based on the estimates using a three-year growth trend based on actual student enrollment as certified by DDOE on September 30<sup>th</sup> each year. We feel this methodology accurately depicts the current economic changes in our area and the growth we see taking place. Additionally, the City of Milford conducted a growth study (enclosed) that predicted a “boom” scenario that is likely to occur based on the documented building permits and census growth calculations.

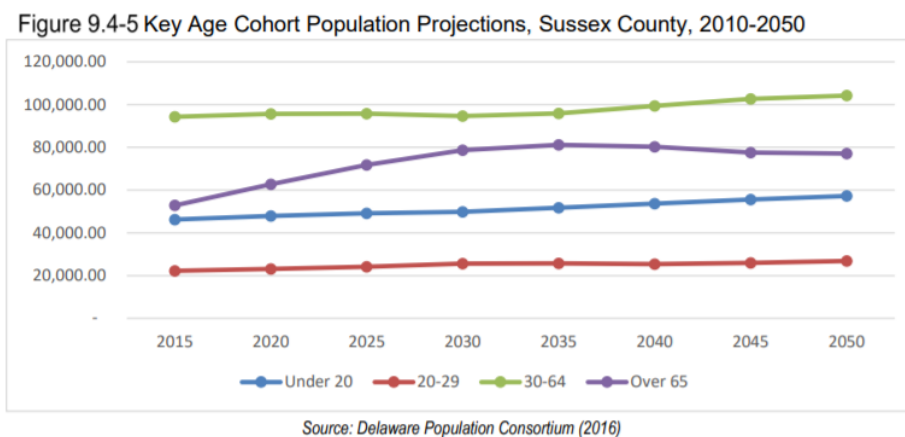
What are the relief/redistribution plans?

The proposed renovation would allow the district to redistribute students to provide space for growth at all levels. The sixth grade would be removed from the Milford Central Academy returning it to its original intent for two grade levels. The Milford Central Academy is currently utilizing all spaces that can be converted into classroom space such as closets, staff lounges, and five (5) modular classrooms to address the overcrowding within the school. The fifth grade would be removed from the current elementary buildings to provide space for the anticipated growth.

As space becomes available at Milford Central Academy, the district will seek ways to use classroom space to provide relief at Milford High School and remove students from the modular classrooms at both the High School and Central Academy to provide a safer environment for students.

What are the patterns of population and student growth in the district?

With the addition of the new Bayhealth campus in Milford, the housing market has grown substantially. The City of Milford strategic plan suggests a “boom” scenario by which the city will grow substantially over the next several years. A review of the Sussex County Comprehensive plan finalized in March of 2019 claims that Sussex County, “has been Delaware’s fastest growing county, and the county is forecasted to remain in that position for the foreseeable future” (Sussex County Comprehensive Plan, 2019, 1.2.1). The report goes on to claim that the county will add 46,515 permanent residents by 2045. This should equate to approximately 18,458 new dwellings. Using the DDOE formula for the New Castle County Voluntary School Assessment of 0.5 students per dwelling, that could equal approximately 9,229 students to Sussex County schools. Furthermore, the comprehensive plan recognizes the notable need for new schools and school expansions. Figure 9.4-5 was copied from the Sussex County Comprehensive plan. The figure shows the growth by age group in Sussex County through 2050.



*Reference: Sussex County Comprehensive Plan – Final March 2019. Retrieved from <https://sussexcountype.gov/sites/default/files/PDFs/2018CompPlan-Final.pdf>*

Since Milford School District is split over both Sussex and Kent Counties, it is important to note the growth also expected in Kent County. Kent County is expected grow at a moderate rate reaching a population of 215,279 by 2050 up from a population of 187,920 in 2020 (Kent County Comprehensive Plan, 2018).

*Reference: Kent County Comprehensive Plan – 2018 Retrieved from <http://co.kent.de.us/media/912331/2018-Comprehensive-Plan-Adopted-9-11-18-Full-Documents-without-Appendices.pdf>*

Explain how these renovations and/or additions align with the priority legend.

We believe this project would be considered both a priority 1 and 2 that would provide capacity relief and plan for future enrollment, while also addressing safety concerns at our facilities. The renovation to this school would assist with eliminating modular classrooms at the secondary level and provide space for the growth we are experiencing here in Milford. The district would plan to pull all fifth grade students from the three elementary schools and the sixth grade from the Milford Central Academy thereby opening space for growth in both our elementary and secondary schools.

- iii. Has the school district obtained all the necessary district Board of Education approvals? ☒ Yes; ☐ No
- iv. Can the renovations be funded with minor cap money? ☐ Yes; ☒ No
- v. Can the renovations or additions happen during the school year? ☒ Yes; ☐ No

Please address the urgency of each project or your request in general.

This project is of the utmost urgency to the Milford School District. Next school year we will house over 1070 students in the Milford Central Academy, which has a capacity per the DDOE formula of 837 students. There is significant overcrowding as our grade levels become larger. We are currently using any viable indoor space (i.e. closets, staff rooms) as well as outdoor modular classrooms to house student-learning environments. Additionally, with the needs of special education students and programs like world language immersion, we are in need of the additional space throughout our elementary schools to continue to serve students in their least restrictive and most appropriate environment.

What would happen if the CN is not approved this year?

The district understands that there are requests that must be prioritized from all school districts. If our certificate of necessity is not approved this year, we will continue to seek approval for the following year. In the meantime, we would have concerns about the significant overcrowding in our schools and the safety issues this causes districtwide. This could impact student learning and the availability of programming and could lead to additional behavior issues and safety concerns with students housed outside of the school building.

Additionally, during the COVID19 pandemic, the DDOE reopening plan recommends students to be social distanced at a minimum of three feet and should be social distanced at a minimum of six feet. Given the significant overcrowding in our school facilities, this limits the district's ability to serve students within our buildings.

In what priority order would you classify your request(s) if not all requests were granted?

This is our only request since 2013 and would be the first construction project in the district since 2010. We feel that this is the top priority not only for the Milford School District, but also for our community as a whole as this building has been vacant for some time. The district had significant community involvement from the Milford Middle School Committee comprised of various stakeholders that worked to gather information and make a recommendation that best suits our district's needs for now and the future.

The district has and will continue to work on any additional renovation projects using Minor Capital funding to support the approval of this request at the State and Local level.

### 3. Request Deadline:

Complete Board approved capital requests, accompanied by all completed submission documentation must be submitted to DOE by no later than August 31<sup>st</sup> of each State fiscal year for the next year's capital budget submission to the attention of:

Education Associate, Capital Project Management  
Delaware Department of Education  
401 Federal Street, Suite 2  
Dover, DE 19901

### 4. Recommendations:

It is strongly recommended that districts notify DOE of any potential capital budget requests as early as possible in order to ensure a thorough review by DOE and to allow time for additional exchange of information, as applicable.

### 5. Attachments:

- ☒ District Board approved minutes (draft is acceptable)
- ☒ Building Professional (i.e. Architectural/Engineering firm) supporting documentation
- ☐ Office of State Planning Coordination approval letter (if applicable)

COST BREAKDOWN/PHASE OUT	
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<b>1000 Student Middle School</b>	
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			FY 2022		FY 2023		FY 2024		Total
Construction Expenses:									
	Planning/Design								
	Architectural/Engineering		\$ 2,953,588		\$ 347,481		\$ 173,740		\$ 3,474,809
	Audit Fees		\$ 61,176		\$ 122,352		\$ 61,176		\$ 244,704
	Site Development Costs		\$ 2,053,403		\$ 538,351				\$ 2,591,754
	Construction Costs				\$ 33,104,210		\$ 4,575,243		\$ 37,679,453
	Construction Contingency				\$ 2,390,277		\$ 1,231,355		\$ 3,621,632
	Demolition Costs		\$ 1,025,643						\$ 1,025,643
	Other (General Conditions, GC/ CM markup, Inspection Fees)		\$ 417,959		\$ 1,171,647		\$ 1,199,543		\$ 2,789,149
Non-Construction Expenses:									
	Technology				\$ 342,587		\$ 342,587		\$ 685,174
	Furniture and Equipment				\$ 929,879		\$ 929,879		\$ 1,859,758
	Escalation Costs		\$ 195,353		\$ 2,336,807		\$ 766,217		\$ 3,298,377
	Total		\$ 6,707,122		\$ 41,283,591		\$ 9,279,740		\$ 57,270,453
	State		\$ 4,963,270		\$ 30,549,857		\$ 6,867,008		\$ 42,380,135
	Local		\$ 1,743,852		\$ 10,733,734		\$ 2,412,732		\$ 14,890,318
									\$ 57,270,453

District:	<b>Milford School District</b>
Project Name:	<b>Milford Middle School</b>

ADDITION	
Type of School	Middle
Current Capacity	0
Proposed Capacity	1,000
Current Square Feet	
Additional Square Feet	78,218
Facility Condition Index	N/A
\$ per Square Foot	\$ 420.33
State Share (%)	74%
Local Share (%)	26%
Authorized Formula Amount for Addition	\$ 32,877,371.94
State Share (\$)	\$ 24,329,255.24
Local Share (\$)	\$ 8,548,116.70

420.33\* Middle School Rate FY 21

RENOVATION	
Renovated Square Feet	54,692
Renovated Acres	24
Cost of Renovations	\$ 21,094,704.40
State Share (\$)	74%
Local Share (\$)	26%

132,910

385.70 per sf

Total Addition and Renovation	\$ 53,972,076.34
Total State Share	\$ 39,939,336.49
Total Local Share	\$ 14,032,739.85

Renovation/Addition Narrative	This project will revitalize the current Milford Middle School (Lakeview Avenue) site that was closed in 2012. The project proposes to salvage the historic 1929 structure and demolish non-historical additions and abate any asbestos remaining in the building. New structures would be added to reconfigure the footprint of the school to best meet the needs of the 21st century learning environment
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Funding Request By Fiscal Year						
Fiscal Year	2022	2023	2024	20__	20__	TOTAL
Total Project Amount	6,511,769.00	38,946,784.00	8,513,523.00			\$ 53,972,076.00
Formula Escalation Costs	195,353.00	2,336,807.00	766,217.00	\$ -	\$ -	\$ 3,298,377.00
Project and Escalation Costs	6,707,122.00	41,283,591.00	9,279,740.00	\$ -	\$ -	\$ 57,270,453.00
Total State Share	4,963,270.28	30,549,857.34	6,867,007.60	\$ -	\$ -	\$ 42,380,135.22
Total Local Share	1,743,851.72	10,733,733.66	2,412,732.40	\$ -	\$ -	\$ 14,890,317.78
Other Funding (Provide Description)						\$ -
Total	6,707,122.00	41,283,591.00	9,279,740.00	\$ -	\$ -	\$ 57,270,453.00

# Milford School District Milford Middle School (Lakeview Property) Feasibility Study

#200-259928-19001  
February 18, 2019

## PRESENTED TO

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**Milford School District**  
906 Lakeview Avenue  
Milford, DE 19963

## PRESENTED BY

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Attachment A: Color “Demolition vs. To Remain” Diagram

Attachment B: Delaware Department of Education Program Information

Attachment C: Aerial Site Photo

## 1.0 EXECUTIVE SUMMARY

In 2018 Milford Middle School (Lakeview Property) Committee engaged with the community in a series of meetings to determine what should be done with the old Middle School Building at 612 Lakeview Avenue. These well attended community meetings indicated there is strong support from the community to bring this building/site back online for reuse as an educational facility. One continuing theme that arose from these meetings was a desire to retain, at a minimum, the original (1929) portion of the school.

As a result of these community meetings, the committee recommended the district engage an Architectural Firm to evaluate the existing property as a potential for an educational facility. After a selection process Tetra Tech has been commissioned by the Milford School District to perform this feasibility study

Our investigations included the options of renovating, demolishing and/or expanding components of the existing structure. The following areas were investigated:

- ☐ Structural Assessment and Building integrity (including any salvage opportunities) .
- ☐ Building Code Review (Local, Fire Marshal, ADA, etc.).
- ☐ Program evaluation and Department of Education (DOE) requirements as it relates to the existing building.
- ☐ Current site evaluation such as access, parking capacity, playing fields, storm water, etc.
- ☐ Historic/Cultural Considerations
- ☐ Mechanical, Electrical, Plumbing (MEP) and Safety Life Evaluation
- ☐ Architectural Considerations.

As one will ascertain from this report, the Lakeview Property is ideally suited as a location for an elementary and particularly well suited for a middle school facility. Additionally, reuse of the 1929 original high school section and large gymnasium addition, combined with the supporting educational programming in the form of new building addition(s), is a very viable and attractive option for the Milford School District and the school community.

Our analysis found that while the entire facility can be renovated and put back into service in it's current configuration, we do not feel this is the proper course of action. It is in our professional opinion that the best approach would be to renovate the 1929 portion of the building and the existing gymnasium and have additions added to support the new programmatic requirements (see attachment A for a diagram of this). The new school configuration would easily fit on the existing site and vehicular circulation can be reconfigured, following current best practices, to support this new layout.

We offer the following points to support this opinion:

**Current Building Configuration:** Over the years various sections were added as needed, and without the use of a master plan, or "end goal" configuration in mind. The result is a building footprint that is inefficiently organized, has many level changes and could prove challenging to manage from a security standpoint. The demands on a 21<sup>st</sup> century learning environment require that a school be laid out efficiently, be easy to navigate and simple to maintain, the current layout does not meet these demands.

**Renovation vs. Replacement:** The Delaware DOE generally believes that if renovating an existing school costs more than 50% of the cost of constructing a new replacement school, then the district should construct a new school. However, recently the DOE has made exceptions where the entire school, or portions of the school are historically significant (such as this one). Large portions of this building do not have historical significance and would require extensive renovation to return it to be operational. The cost to renovate these areas would be well over 50% of the cost of replacement. Selectively demolishing building areas that are not historically significant and replacing/reconfiguring them with new additions to create a new cohesive school facility provides

the ability to preserve the most important features of Milford's past without compromising on the needs of a 21<sup>st</sup> century learning environment.

## 2.0 STRUCTURAL ASSESSMENT

The existing school is a combination of the original 1929 building and various additions. The original building that fronts Lakeview Avenue is three-stories with a brick exterior and flat rubber roof. To the North East of the original building is the Lakeview Avenue addition that is two-stories with a brick exterior and flat rubber roof. South East of the original building is the gym addition that is a combination of gym space, locker rooms and hallways. Beyond the gym addition is a series of single story buildings with brick and CMU block exterior and flat rubber roof.

### Original Building:

The exterior façade of this portion of building is constructed predominantly of brick with some limestone accent and large window openings. The original window openings have been partially infilled and contain smaller window air conditioning units. The brick and framing elements are supported over these openings using a steel lintel system supported by steel columns. At the time of our visit, the existing exterior façade appeared to be in good condition with minimal cracking through brick units and joints. It is estimated that 20% of the exterior of this portion of building would require façade repair work which would include brick repointing. The observable portions of the steel lintels above the original window openings appear to be in good condition with some surface rust present but no major deterioration. It is recommended that the exposed portions of all lintels be cleaned of rust and repainted. If during this work significant deterioration is observed those lintels would require new steel plates to repair that damage.

The roof was observed to be a flat membrane roof. At the time of our visit, portions of the membrane roof have pulled away from the vertical parapet walls. It is our understanding that this has allowed water to enter the building behind the exterior walls. This was apparent in some classrooms where large amounts of water damage could be observed. The roof framing was observed to be wood roof trusses spanning from exterior to corridor walls. In addition to replacing the roof in this area we also estimate that 20% of the existing roof trusses over this portion of building would need to be replaced due to water damage.

The first floor is composed of a combination of cast in place concrete and concrete slab on grade. The corridor walls and exterior walls support the floor and roof framing above. At the time of our visit, we did not see any major defects in the interior floors or walls.

### Lakeview Avenue Addition:

The exterior façade of this portion of building is predominantly constructed of brick with some limestone accent and large window openings. The original window openings have been partially infilled and contain smaller window units. The brick and framing elements are supported over these openings using a steel lintel system supported by steel columns. At the time of our visit, the existing exterior façade appeared to be in generally good condition. However, portions of the exterior walls at this building show signs of brick damage, joint damage and potentially significant rust of the window lintels. It is estimated that 40% of the exterior of this portion of building would require façade repair work, which would include brick repointing. It is recommended that the exposed portion of all lintels be cleaned of rust and repainted. Some lintels will likely require new steel plates to repair existing portions that have significant deterioration.

The roof was observed to be flat membrane roof. At the time of our visit, portions of the membrane roof have pulled away from the vertical parapet walls. It is our understanding that this has allowed water to enter the building behind the exterior walls. This was apparent in some classrooms where large amounts of water damage could be observed. The roof framing was observed to be wood joists spanning from exterior to corridor walls.

Due to the large amount of water infiltration, most of the roof framing at this portion of building will likely need to be replaced.

The first floor is composed of a combination of cast in place concrete and concrete slab on grade. The corridor walls and exterior walls support the floor and roof framing above. The second floor framing was observed to be steel bar joists supporting concrete slab on deck. At the time of our visit, we did not see any major defects in the interior floors or walls.

### Gym Addition:

The exterior façade of this portion of the building is constructed predominantly of brick. At the time of our visit, the existing exterior façade appeared to be in good condition with minimal cracking through brick units and joints. It is estimated that 20% of the exterior of this portion of building would require façade repair work, including brick repointing.

The roof framing system over the main gym was observed to be a combination of steel beams and large steel trusses supported by CMU bearing walls. The roof deck appeared to be wood planks. Some water damage was visible in the wood roof deck and may need to be replaced. The other framing elements and bearing walls appear to be in good condition. It is estimated that 30% of the wood roof deck may require replacement. Because of the deck damage and the fact that the gym could potentially be considered for reuse, any renovation/expansion project should consider the replacement of the wood decking in its entirety as well as a new roofing system.

The South corner of the gym area was observed to have issues with wood elements such as gym floor and door trim. It is our understanding that the water damage in this area has led to problems with termites. Any areas of damaged interior wood elements should be removed and replaced.

### Other Additions:

The various additions beyond the gym are all one story in construction and have similar steel bar joist roof framing with wood deck planks. All of the roof framing in these areas that could be observed appeared to be in good condition. The exterior façade in this area is predominantly brick with exposed CMU block walls being used at the very rear of the building. At the time of our visit, this existing exterior façade appeared to be in good condition with minimal cracking through units and joints. It is estimated that 30% of the exterior of this portion of building would require façade repair work which would include brick and block repointing. It is recommended that the exposed portion of all lintels be cleaned of rust and repainted. Some lintels may require repair work in areas of significant deterioration.

### 3.0 BUILDING CODE REVIEW

It is our recommendation that any reuse of the original three-story 1929 building and the current gym consider the following: These existing spaces do not have the area necessary to fit the educational program of any traditional grade configuration, i.e. Elementary, Middle, etc., by themselves. It is therefore necessary to construct additional space to meet the programmatic needs of a school facility. Using existing building elements requires that we begin our code review by determining what steps will be necessary to bring these older portions of the building up to current code standards and then determine the most appropriate way to build an addition to create a “new” school that is both educationally functional and code compliant.

Using the 2012 International Building Code as a reference standard, the original building would be classified as Type III construction. This type of construction consists of a building where the exterior walls are constructed of noncombustible materials, and the interior building elements (walls, floors and roofs) can be constructed of any material permitted by the code. Because some of the materials permitted may be flammable, Type III construction is slightly more restrictive than the type of construction typically used for new schools, which is Type II. In Type II construction, all building elements are constructed of noncombustible materials, with limited exceptions. It is anticipated that any additions would be constructed in accordance with Type II construction requirements.

Both Type II and Type III construction have similar allowable building areas. The code sets allowable building area sizes based on the type of construction. The greater the fire resistance of the building, the larger it is allowed to be, before the code implements additional safety requirements. Due to the typical size of the new school facility, the additional safety requirement would be to separate the building into two fire areas with a three-hour-rated fire wall. The fire wall would be located to meet the requirements of the code without impacting the functionality of the school. Additionally, the school would need to be equipped throughout with an approved automatic sprinkler system and a percentage of the area around the school would require a fire lane. Automatic sprinkler systems are typically considered one of the best safety enhancements and are always recommended. Additional life safety systems including fire alarms, smoke detectors, and fire extinguishers would need to be provided as required by code.

To evacuate the students from the building and provide for appropriate circulation in and around the school, corridors and exits would need to be provided that exceed the necessary size and quantity requirements. These paths of travel would need to also provide accessible means of ingress and egress for persons with accessibility needs. These accessible paths would need to connect all spaces and floors. Additionally, counters, plumbing fixtures, switches and other operable items within the building would need to be accessible as required by code. The existing building has several different floor levels. Once a floor plan design has been determined, accessible strategies could be developed using ramps, stair lifts, or platform lifts.

The school will also meet code requirements for energy conservation, plumbing, electrical, and mechanical systems which would make both the old and new portions of this school modern and code compliant.

Tetra Tech met with Michael Andreano, the City of Milford building code official, on 01/04/19. He visited the site and his initial concern is the wood structure located in parts of the building. As discussed above, his concern is understood and will be mitigated by designating the building Type III construction and separating the building with a three-hour-rated fire wall.

Tetra Tech has also discussed this project with Dwayne Fox at the DE State Fire Marshal office in Sussex. He is familiar with the building and voiced concerns that the building would need sprinkler and fire alarm systems. He also discussed the need for perimeter access, fire lanes, and hydrants. These are all standard safety features of a

new School Facility and would not pose any obstacle, from a cost standpoint or otherwise, to the development of a “new” renovated/expanded school facility.

## 4.0 PROGRAM EVALUATION

To test the validity of reusing of the Lakeview property as a school facility, we examined how well the property would support a program sized for the needs of an 800-900 student school. We considered the grade configurations of first thru fifth grade (elementary school) and sixth thru eighth grade (middle school) programs. It should also be noted that within the span of grades first thru eighth, there are multiple other grade level configurations or combinations possible. A high school option was not looked at because the site is well undersized to support its needs. Due to the size of the property (24 acres) and its amenities, ie, three story classroom wing, generous gymnasium and auditorium – that are all salvageable, we felt that an 800-900 student middle school was an appropriately sized school to test the viability of a school on this property. Delaware Department of Education requires all school districts to follow the guidelines in their “State of Delaware School Construction Technical Assistance Manual” dated 2017. This document contains fifteen sections. Two of the sections are of most concern for this report. They are Section 3: “School Construction Formula” and Section 4: “Site Selection”.

The School Construction Formula provides information about school types, number of students, and the associated square footage. There are three school types in the funding formula, elementary school, middle school, and high school. The square footage for an 800-student elementary school is 80,691 sq. ft. The square footage for an 800-student middle school is 110,818 sq. ft. For this report, we used the square footage for the middle school because, if the middle school building fits on the site, the smaller elementary school will also fit. We have provided the DDOE school construction chart that shows the square footage for an 800 student elementary and middle school (attachment B). Ultimately the School District will need to develop an educational specification to determine the exact program for this school, but for the purpose of this report we feel the information provided is appropriate. In examining the program information within the context of this property we found that the original (1929) school and the gymnasium could be salvaged and expanded upon in a manner that would nicely accommodate a middle school approximately sized at 110,000 square feet.

The site has had a school on it since 1929, is owned by the District and is appropriately located within the District. The DDOE’s recommendation for an 800-student Middle School is 28 acres. This site is 24 acres and therefore approximately 14% smaller than the ideal DDOE site size. The DDOE discusses undersized sites in “School Sites Restricted in Size” and states the District needs to prove that the selected site accommodates the educational and civil requirements for the school. As this site has accommodated a middle school in the past, the District should easily be able to justify that the existing site is appropriately sized for the future school. There is ample space for a 110,854 square foot school building. The current site has a cinder track and two ball fields, but the future athletic field needs will have to be reviewed to ensure that all of the required programs fit on the site. Note that these existing site amenities are heavily used by the community. See attachment C for an aerial photo of the current property.

## 5.0 SITE EVALUATION

Based on our review of the utilities for the Milford Middle School site, we have confirmed that there is adequate sewer capacity and water pressure for any improvements that might be proposed for this location. Based on flow tests from several fire hydrants, a fire pump will not be needed for any improvements. We have also confirmed that natural gas runs down School Place and feeds the existing building. The site is relatively flat but School Place and Kent Place, which are maintained by the City of Milford, have several catch basins that can be utilized for stormwater management. Per the new DNREC stormwater management regulations, stormwater management will be needed, but a redevelopment credit will be applied to any improvements for this project which will reduce the size and number of facilities. As far as access points, DelDOT maintains Lakeview Avenue and Seabury Avenue. There are 2 access points off Lakeview Avenue that can remain or be modified with little impact to DelDOT's right-of-way. All access points along School Place and Kent Place will be through the City of Milford since they maintain these two streets.

Regarding the land use approval process, any projects requiring Land Development or Permitting approval would be coordinating with the City of Milford's Public Works Department for water, sewer, electric, and access points (School Place and Kent Place). DelDOT involvement will be minimal, based on the extent of access on Lakeview Avenue. If the access points stay in the same location, we will only need to submit for a Letter of No Contention (LONC). Our opinion is that a Traffic Impact Study will not be required based on the current and proposed uses. Submission to the State Fire Marshal's Office for review of perimeter access, site, and fire hydrant locations will also be required. Any water or sewer extensions would need to be submitted to DNREC for a wastewater construction permit and DHSS for water permit. There does not appear to be a need to extend utility mains (sewer or water) since they are adequately sized and are already tied into the existing building. Any site plans including preliminary and final would be presented to the City of Milford's Planning Commission for public hearing.

Site improvement recommendations for a new School Facility would be to replace the sanitary sewer piping, water service and gas piping from the street. The electrical service should be replaced with new lines and a transformer. Stormwater facilities for the entire site would need to be addressed, including redevelopment of vehicular circulation by separating the bus parking and drop off from the car parking and drop off and providing fire lanes and fire truck access to the building.

## 6.0 HISTORIC / CULTURAL CONSIDERATIONS

The original core of Milford High School (most recently known as Milford Middle School) was built in 1929, at a time when early suburbanization was transforming this regional center for the surrounding agricultural countryside. Additions in the 1940s and 1960s, accommodated the continued suburbanization, and early ex-urbanization of the post-World War II decades.

The three-story historic block retains much of the original Georgian revival exterior features: a symmetrical design, with projected pedimented bay, flat entablature atop pilasters at the entrance, a roof-line parapet, and wren windows. Masonry details include a water table, belt course, brick window lintels, quoins, and elaborate brick cornice and frieze with granite embellishments. The building also retains several original features, such as flooring, radiators, auditorium stage surround, and doors. These extant architectural features mean that much of the exterior envelope of Milford High School of the 1920s and 1940s has retained a high level of integrity, as has some of the interior fabric, making the original high school core and additions an excellent example of early to mid-twentieth century institutional architecture.

Equally important, the physical integrity allows the building to bear witness - as a historically significant resource - to a singular moment in the history of desegregation in Delaware. These events are well documented, not the least of which is a historical marker installed at the property in 2004 by the Delaware Public Archives.

As such, Milford High School is historically significant under Criteria A – as a building that possesses integrity of location, design, setting, materials, workmanship, feeling, and is associated with events that have made a significant contribution to the broad patterns of our history.

## 7.0 MECH. / PLUMB. / ELECTRICAL / LIFE SAFETY

### HVAC System:

The building's heating source originates from two (2) boiler rooms, the boiler room behind the main building contains boilers B-1 & B-2 and the shop/classroom wing boiler room contains boilers B-3 & B-4.

The newer three (3) boilers (B-2, B-3 & B-4) were installed somewhere between 1993 & 1994 making them approximately twenty-five (25) years old and nearing the end of their useful lifespan. The fourth boiler (B-1) was installed several years earlier and making it that much older.

B-1 and B-2 are steam boilers. Steam was fed to parts of the building as the primary heating source and to a steam-to-hot water heat exchanger where it was converted to heating hot water and distributed to other parts of the building. Over the time between 1994 and until the building was closed some six (6) years ago, the steam heating devices were being replaced with heating hot water equipment.

The majority of the existing HVAC equipment is over twenty (20) years old, antiquated and inefficient by today's standards. This coupled with the fact that the systems have been shut down for approximately six (6) years, the building wasn't heated, and roof leaks are damaging the equipment, has resulted in the HVAC equipment deteriorating in-place. It would not be cost effective to clean, repair and put the existing HVAC equipment back in service.

As a result, it is recommended that the existing HVAC systems be replaced with new, efficient, state-of-the-art combination Heating, Cooling & Ventilating Systems.

Also note that there are also some abandoned boilers (three (3)) in the original sub-basement boiler room. These boilers appear to be original to the building. These boilers should be removed before they fall apart.

### Electrical / Life Safety System:

Much of the existing electrical, lighting & fire alarm equipment is over twenty (20) years old, antiquated and inefficient by today's standards. This in conjunction with the fact that the systems have been shut down for approximately six (6) years, the building wasn't heated, and roof leaks are damaging the equipment has resulted in the existing electrical, lighting & fire alarm equipment deteriorating in-place. It would not be cost effective to clean, repair and put the existing electrical, lighting & fire alarm equipment back in service.

As a result, it is recommended that the existing electrical, lighting & fire alarm systems be replaced with new, efficient, state-of-the-art electrical, lighting & fire alarm systems.

### Plumbing System:

The existing plumbing equipment is over twenty (20) years old, antiquated and inefficient by today's standards. Some even dates back to the original building construction. This coupled with the fact that the systems have been shut down for approximately six (6) years, the building wasn't heated and roof leaks are damaging the equipment has resulted in the existing plumbing equipment deteriorating in-place. It would not be cost effective to clean, repair and put the existing plumbing equipment back in service. The existing building is not protected by an automatic sprinkler & fire protection system.

As a result, it is recommended that the existing plumbing systems be replaced with new, efficient, state-of-the-art and code compliant plumbing systems. A new automatic sprinkler & fire protection system will be required to meet current building & fire codes.

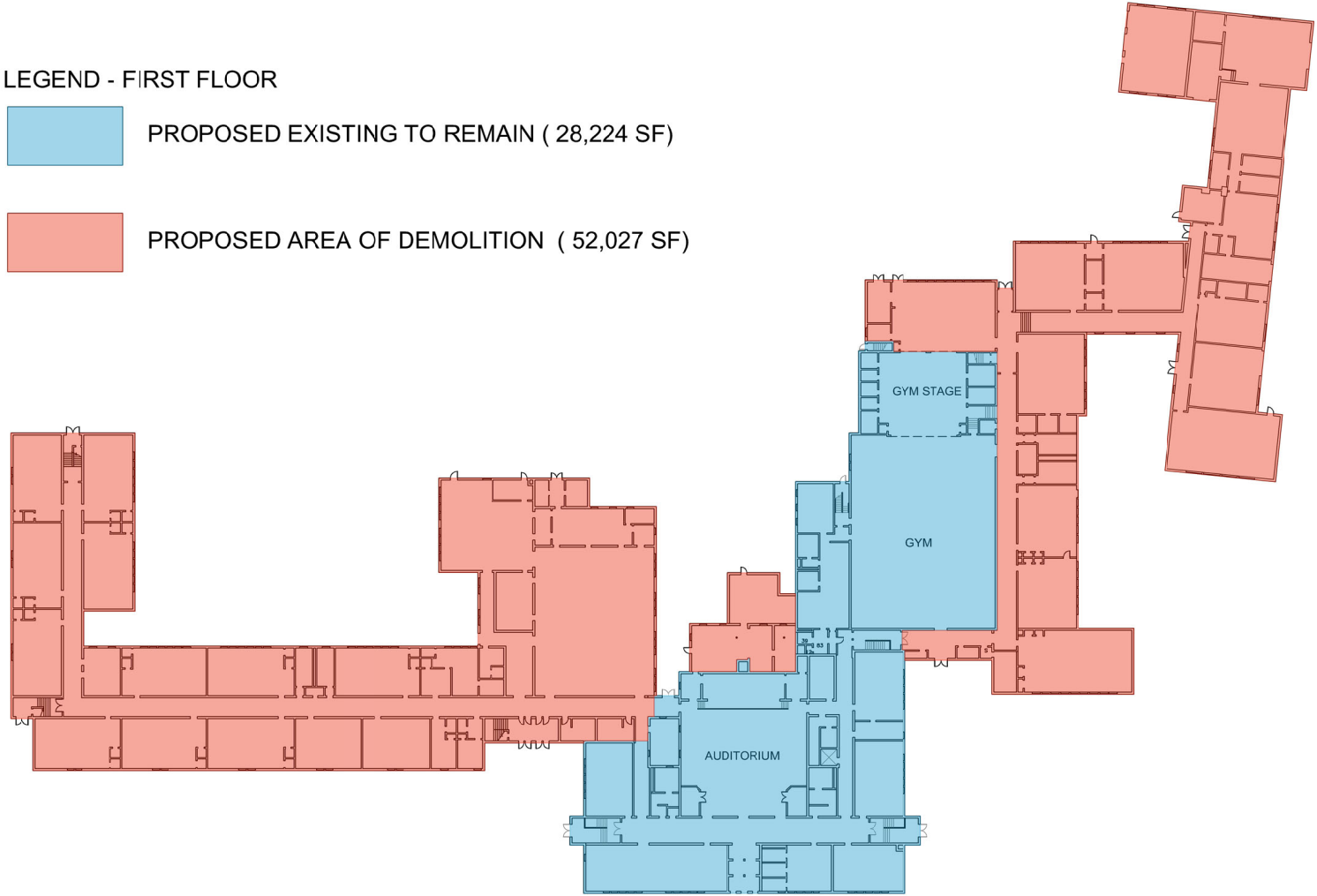
## 8.0 ARCHITECTURAL RECOMMENDATIONS

Our architectural recommendations are as follows:

- Renovate the original 1929 building and the large gym with associated classrooms
- Replace existing windows and wall infill with new thermal windows
- Replace all interior finishes.
- Reconfigure interior spaces to support the new program requirements
- Replace all exterior and interior doors
- Refurnish or replace the existing elevator.
- Install ramps, stairlifts or platforms at level changes to create accessible paths of travel throughout the building
- Develop a fire separation strategy between the existing and new building that will meet the 2012 IBC code requirements
- Construct new building spaces to support the new program requirements
- The roof over the 1929 section and the gymnasium should be repaired as quickly as possible to limit any additional damage to the interior.

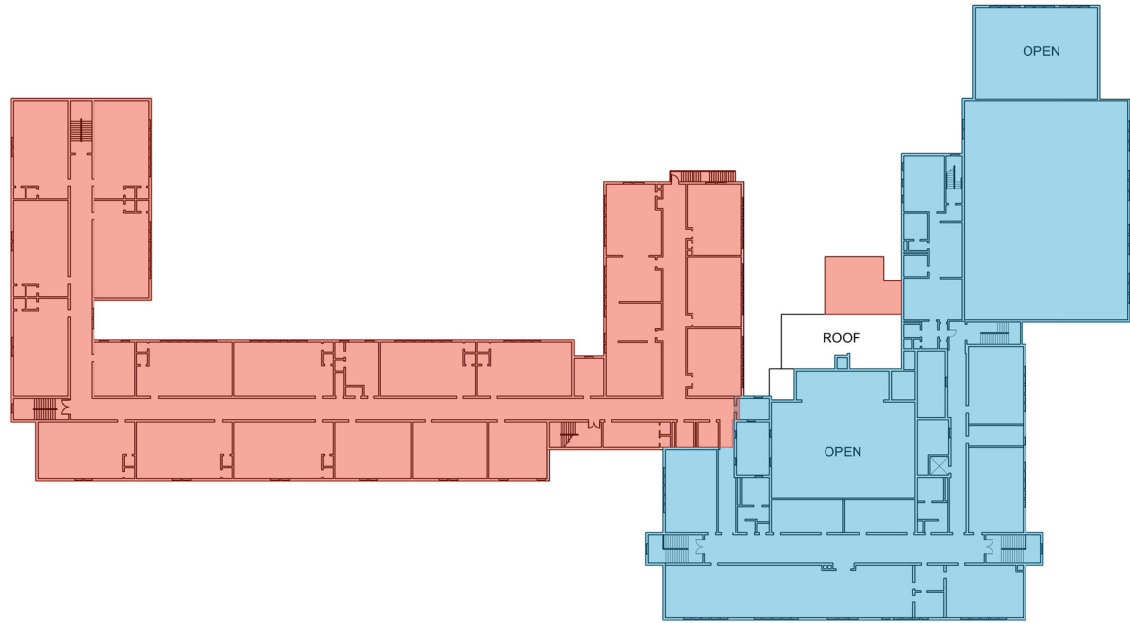
LEGEND - FIRST FLOOR

- PROPOSED EXISTING TO REMAIN ( 28,224 SF)
- PROPOSED AREA OF DEMOLITION ( 52,027 SF)



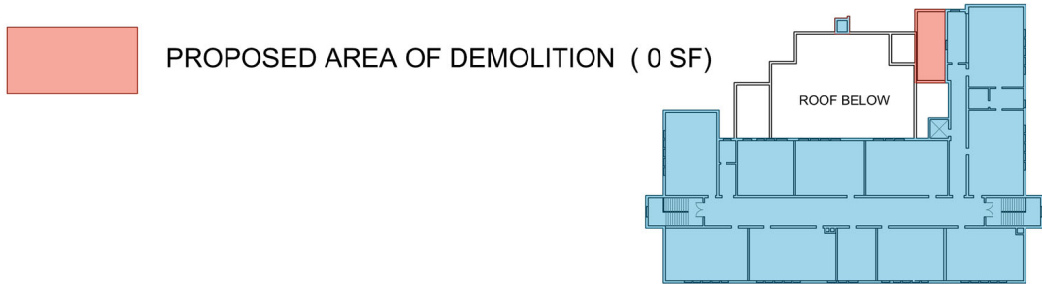
LEGEND - SECOND FLOOR

- PROPOSED EXISTING TO REMAIN ( 16,851 SF)
- PROPOSED AREA OF DEMOLITION ( 25,175 SF)



LEGEND - THIRD FLOOR

- PROPOSED EXISTING TO REMAIN ( 11,134 SF)
- PROPOSED AREA OF DEMOLITION ( 0 SF)





### Elementary School

Item	#	800
Classrooms @ 1100	36	39,600
Gym / Cafeteria		10,000
Library / Media Center		2,600
Administration		2,400
Student. Serv. @ 10% of classrooms 150	4	600
Health / Nurse		900
Music		1,400
Art		1,200
Faculty Work Room		360
Faculty Lounge		360
Conference		300
Systems / Utilities @ 85	34	2,890
Corridors @ 252	34	8,568
Special Education 10% Capacity @ 38	72	2,736
<b>Sub Total</b>		<b>74,714</b>
8% Walls & Partitions		5,977
<b>Total Square Footage</b>		<b>80,691</b>
<b>SF / Pupil</b>		<b>100.86</b>

### Middle School

Item	#	800
Classrooms @ 900	28	25,200
Physical Education		9,000
Cafeteria		4,900
Library / Media Center		3,370
Administration		1,900
Student Services @ 10% of classrooms	2	400
Health / Nurse/Wellness		2,200
Guidance Office		750
Tech. Educ./Exploratory		11,700
School Based Alternative		1,600
Science		5,480
Pupil Activities		900
Teacher Rooms		700
Auditorium		7,380
Computer Lab		900
Special Education 5% Capacity @ 38	40	1,520
Permanent Obstructions @ 80	60	4,800
<b>Sub Total</b>		<b>82,700</b>
Toilets, Walls, Storage, Corridors. Utility Rm., & Services @ 34%		28,118
<b>Total Square Footage</b>		<b>110,818</b>
<b>SF / Pupil</b>		<b>138.57</b>

Outside Storage for Elementary School 500 SF

Effective: July 18, 2017



 Water Main

 Sewer Main

March 2017  
Aerial Photo

Sources:  
Tax Parcels per Sussex County  
Aerial Photograph Courtesy of DEMAC



**Milford Lakeview School**  
City of Milford, Sussex County, Delaware

Attachment C



	2018	2019	2020	2021	2022	2023	2024
<b>PK</b>	67	74	87	88	90	91	93
<b>K</b>	309	320	349	355	361	367	373
<b>1</b>	340	319	325	330	336	342	347
<b>2</b>	340	347	321	326	332	337	343
<b>3</b>	337	346	366	372	378	385	391
<b>4</b>	384	345	356	362	368	374	381
<b>5</b>	300	401	346	352	358	364	370
<b>6</b>	353	298	381	387	394	401	407
<b>7</b>	311	359	327	332	338	344	350
<b>8</b>	321	317	348	354	360	366	372
<b>9</b>	325	308	321	326	332	337	343
<b>10</b>	284	273	286	291	296	301	306
<b>11</b>	265	258	274	279	283	288	293
<b>12</b>	191	262	214	218	221	225	229
<b>Milford Growth Actual and Projected</b>	4,127	4,227	4,301	4,373	4,447	4,521	4,597
	36	100	74	72	73	75	76
	0.88%	2.42%	1.75%	1.68%	1.68%	1.68%	1.68%
	<b>3 year average</b>		<b>1.68%</b>				



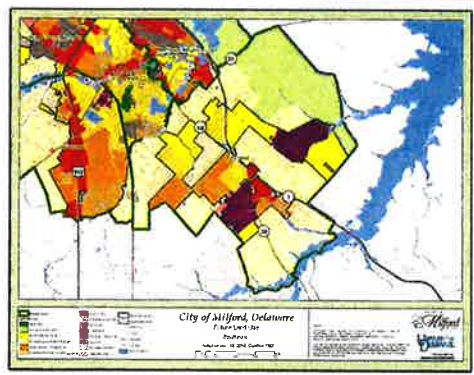
## 2018 Comprehensive Plan

Adopted January 22, 2018



## 2018 Comprehensive Plan Update

- ▶ City Council adopted the 2018 Comprehensive Plan Update in January 2018.
- ▶ Provides information on Community Character, Government Services & Infrastructure, Housing, Transportation, Economic Development, Natural Resources, Parks & Open Space, Land Use and Growth Management.
- ▶ Outlines goals and objectives related to the above topics.





## Population Trends

Table 1. Population and Housing Units, 1940–2010

Year	Population				Housing Units			
	Milford	Kent County	Sussex County	Delaware	Milford	Kent County	Sussex County	Delaware
1940	4,214	34,441	52,502	266,505	1,425	10,362	17,617	75,567
1950	5,179	37,870	61,336	318,085	1,914	12,242	21,870	97,013
1960	5,795	65,651	73,195	446,292	2,039	19,915	29,122	143,725
1970	5,314	81,892	80,356	548,104	1,961	25,242	34,287	180,233
1980	5,366	98,219	98,004	594,338	2,290	35,354	54,694	238,611
1990	6,040	110,993	113,229	666,168	2,601	42,106	74,253	289,919
2000	6,732	126,697	156,638	783,600	2,897	50,481	93,070	343,072
2010	9,550	162,310	197,145	897,934	4,126	65,338	123,036	405,885

Source: U.S. Census Bureau, Census Data from 1940 through 2010



## Growth Projections

- ▶ Recent Growth Boom
- ▶ Historic 30-year
- ▶ Delaware Population Consortium Kent County Projections
- ▶ Delaware Population Consortium Sussex County Projections



## Growth Projections

*Table 1. Milford Population Projection Scenarios*

Scenario	2010	2020	2030	2040	2050
1 – Recent Growth Boom Continues	9559	11,662	14,228	17,359	21,179
2 – Historic 30-Year Growth Rate	9559	11,160	13,029	15,211	17,758
3 – Growth Follows Kent County Projections	9559	10,655	11,369	11,940	12,383
4 – Growth Follows Sussex County Projections	9559	11,127	12,064	12,547	12,867



## Population Growth New Residential Construction Permits Past 5 Years

Year	Permits Issued	Estimated Persons
2014	33	80
2015	57	140
2016	32	80
2017	105	260
2018	129	320

\*Assuming 2.5 persons per household



## Growth Projections

*Table 1. Milford Population Projection Scenarios*

Scenario	2010	2020	2030	2040	2050
1 – Recent Growth Boom Continues	9559	11,662	14,228	17,359	21,179
2 – Historic 30-Year Growth Rate	9559	11,160	13,029	15,211	17,758
3 – Growth Follows Kent County Projections	9559	10,655	11,369	11,940	12,383
4 – Growth Follows Sussex County Projections	9559	11,127	12,064	12,547	12,867



## Age Distribution Change

*Table 8. Milford Age Distribution Change, 2000–2010*

Age	2000		2010		Change	
	Number	%	Number	%	Number	%
Under 5 Years	469	7%	743	7.8%	274	+58.4%
5 to 19 Years	1,534	22.8%	1,807	18.9%	273	+17.8%
20 to 59 Years	3,315	49.2%	4,749	49.7%	1,434	+43.3%
60 Years and Over	1,414	21%	2,260	23.6%	846	+59.8%
<b>Totals</b>	<b>6,732</b>	<b>100%</b>	<b>9,559</b>	<b>100%</b>	<b>2,827</b>	<b>+42%</b>

Source: U.S. Census Bureau, 2000 and 2010 Censuses



## Housing Pipeline

*Table 6. Existing and Planned Milford Residential Units*

Unit Types	Census	2010– Present	Approved to build	Total Existing or Proposed	% at build out
Single-Family Detached	2,701	191	1596	4,488	44.5%
Single-Family Attached	201	42	1274	1,517	15.0%
Duplex	183	20	146	349	3.5%
Multiple-Dwelling Units	892	12	2770	3,674	36.4%
Manufactured, Mobile	65	0	0	65	0.6%
Total Housing Units	4,042	265	5786	10,093	

*Source: 2010 American Community Survey and City of Milford*

## Contact Information & Document Links

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 302-424-8396  
[rpierce@milford-de.gov](mailto:rpierce@milford-de.gov)



- ❖ 2018 Comprehensive Plan Update  
[www.cityofmilford.com/81/Comprehensive-Plan](http://www.cityofmilford.com/81/Comprehensive-Plan)

# Milford poised to become Delaware's next boom town

[Scott Goss](#), Delaware News Journal Published 3:21 p.m. ET Feb. 8, 2019 | Updated 10:29 a.m. ET Feb. 11, 2019

Already [one of Delaware's fastest growing towns](#), Milford is now on the cusp of a development boom that could transform the city into one of state's largest population centers over the coming decade.

Milford has long been known as the gateway to southern Delaware because it both straddles the Kent-Sussex County line and marks the split between the two highways that run the length of eastern and western Sussex.

But with the recent opening of a massive new hospital complex and the future redevelopment of a 90-year-old medical center that newer facility is replacing, this town of 11,000 also is about to become ground zero for [a major health care industry expansion](#) designed to serve the [retirees who have been moving into the area](#) for decades.

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Newly built Bayhealth Sussex Campus in Milford. (Photo: Jason Minto, The News Journal)

Hundreds of new homes are slated to be built here in the coming years, many of which will target the doctors, nurses and other medical professionals employed by those facilities, as well as a new wave of aging transplants who want to live near those services.

City officials believe those residents — along with the visitors who will travel to those medical centers — also will drive a wave of commercial development, including ancillary health care businesses, hotels, chain restaurants and other amenities.

"I see a lot of growth for Milford," said Mayor Archie Campbell, who was [first elected last year](#). "Milford is going to be known as a medical center. Then all the rest will come after that because businesses will see the potential we have here."



Archie Campbell (Photo: Submitted photo)

Some of that development is already underway.

The construction of the town's second new hotel in a decade and [a long-awaited brewpub](#) are both slated to begin soon off Del. 1 — not far from the newest overpass that will connect Milford to the unincorporated and largely undeveloped farmland to the east.

Milford's first Starbucks opened late last year, followed by the town's second Dunkin' Donuts.

Movie lovers who now have to drive to the closest theaters in Rehoboth Beach and Dover are eagerly awaiting [the opening of the city's first multiplex](#) in an existing storefront that once housed the town's first Walmart.

[Buy Photo](#)



Delaware businessman Arthur Helmick plans to convert the old Walmart building in Milford into a nine-screen movie theater by the end of summer 2019. (Photo: Jerry Smith/The News Journal)

"You're going to see some major changes coming to the city pretty quickly," said former mayor and current state Rep. Bryan Shupe, R-Milford. "I'm excited because not only is that growth going to bring new construction but it's also going to rehabilitate and reuse some of our existing commercial infrastructure."

Milford is not the first Delaware town to undergo a transformation as the state's population [inches closer to one million residents](#).

Middletown, one of the southernmost towns in New Castle County, [has exploded over the last 20 years](#) as suburban sprawl has crept south of the Chesapeake and Delaware Canal.

Smyrna, the northernmost town in Kent County, [has seen its population double during that same stretch](#) — growth fueled largely by the extension of Del. 1 about 15 years ago.

Milford has kept pace with those communities, with its population jumping by more than 60 percent since 2000. That boom has largely been thanks to a wave of retirees from outside Delaware who [sought out Sussex County's low tax rate](#) but perhaps opted against pushing too deep into its rural countryside.

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Nichalos Hall, 8, of Milford cast his fishing line in the Mispillion River in downtown Milford. (Photo: JASON MINTO/THE NEWS JOURNAL)

The coming boom promises to speed up that growth and push the jewel of the Mispillion River well past its Kent County rival. Some projections even show Milford challenging Middletown for the title of the state's fourth largest municipality, behind only Wilmington, Newark and Dover.

"I definitely think you will see a difference between the Milford of today and the Milford of the future," said state planning director Constance Holland. "But I don't think that change is going to obliterate the character of the town. Milford has been planning for a long time to make sure that doesn't happen."

## Health care boom

The focal point of Milford's growth is a gleaming, six-story monument of glass and concrete on the city's southeastern border — a cornerstone of the coming boom that today looks out of place against a backdrop of open fields.

Possibly the most modern looking structure in a 30-mile radius, the new Bayhealth Hospital, Sussex Campus also marks [the single largest private investment in Sussex County history](#) at a cost of \$314 million.

The new hospital, [which officially opened Tuesday](#) after nearly three years of construction, replaces Bayhealth's former Milford Memorial Hospital — a 265,000-square-foot facility about 3 miles away in the heart of the city's downtown corridor.

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Newly built Bayhealth Sussex Campus in Milford. (Photo: Jason Minto, The News Journal)

Milford has long hoped to push future growth into the now largely vacant, southeast section of town, having worked with the University of Delaware and the state planning office to develop a 2011 master plan for that nearly 1,000-acre area.

Bayhealth CEO Terry Murphy said the health care system — which also owns the Dover hospital [once known as Kent General](#) — saw an opportunity to anchor and mold that growth in a way that would meet the area's health care needs for a half century or more.

"Initially, our plan was to redevelop our existing 22-acre site in downtown Milford," he said. "But we knew that if we were going to make that kind of investment, it had to be for the long term. So we re-evaluated and settled on a 169-acre property that's both closer to Route 1 and also gives us the room we need to serve this community for a long time going forward."

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Terry Murphy, president and CEO of Bayhealth, gives his remarks during a media tour of the newly built Bayhealth Sussex Campus in Milford. (Photo: Jason Minto, The News Journal)

Milford later annexed the property in a deal that allowed the hospital to tap into municipal water and sewer, while permitting the city to collect taxes and fees from the new development.

The new 440,000-square-foot hospital features an outpatient center for expanded diagnostic testing, a 30-room emergency department and 128 single-patient rooms upstairs.

The need to staff that new facility prompted Bayhealth — already the town's second largest employer behind Perdue Farms — to add 115 jobs, bringing its total workforce in Milford to about 800.

The next phase of construction could add 100 more jobs.

Bayhealth plans to begin work on a second building slated to open in mid-2020 that will house Nemours/A.I. duPont Hospital for Children, along with office space for dozens of specialists and primary care physicians — a class of medical professionals [currently in short supply in southern Delaware](#).

But Murphy said he is most proud of what will happen to Bayhealth's old hospital in downtown Milford.

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View of Milford Memorial Hospital. The hospital property is being sold to Nationwide Healthcare Services. (Photo: Jason Minto, The News Journal)

Rather than level the former Milford Memorial Hospital or leave the property vacant, Bayhealth vowed to find a buyer who would convert the facility for a new use that could provide additional services and jobs for Milford's residents.

That [search led to Nationwide Health Services](#), a Wilmington-based health care management company that operates two skilled nursing facilities for seniors in New Castle County.

The company agreed in early 2017 to purchase the property and invest \$20 million to convert it into a mixed-use facility that eventually will be known as the Milford Wellness Village.

Nationwide Health Services will operate a 150-bed senior nursing center there, while Kidz, Ink Academy — a Delaware-based child care provider with five locations in the state — has signed a lease to open an 11,000-square-foot center in the building.

Bayhealth also is expected to operate a pharmacy on site while future tenants are slated to include more primary care doctors and others.

That facility is expected to create another 300 jobs over the next five years.

"The whole makeup of Milford is now focused around Bayhealth and Nationwide," Campbell said. "We still have a lot of manufacturing here but a good portion of our future will be wrapped up in those good-paying health care jobs."

## Milford's tipping point

Developers also are banking on those health care jobs driving demand for housing.

More than 4,000 single-family homes, apartments and townhouses are approved for construction in Milford and waiting to be built — a number roughly equal to the entire existing housing stock in the 10-square-mile city.

"A lot of these subdivisions were approved before 2008 during the housing boom," said city planning director Rob Pierce. "Several of those developers are now looking to modify their existing plans because the economy is strong and they see this development from the hospitals get underway. It hasn't been too crazy so far but we're definitely starting to see an uptick in our building permits."

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Decorated yacht by artist Cathy Walls which is on display at Downtown Milford Inc., Art on the Riverwalk tour in Milford. (Photo: JASON MINTO/THE NEWS JOURNAL)

The town had been averaging 30 new single-family homes per year since 2010 but saw those numbers spike to more than 100 in each of the last two years. After seeing no growth in other forms of housing stock for years, Milford recently has recorded a jump in the number of townhomes, villas and multi-family units.

"That's what we need are apartments," Campbell said. "A lot of the technical people coming to work at the hospitals might be young couples who can't afford a house or there might be some nurses who want to split the cost of rent. Young people want apartments."

Several large-scale projects could provide that housing stock in a relatively short time.

Town officials are currently weighing final plans for a community of more than 100 apartments called Mispillion Landing near the city's downtown.

Another project called Windward on the River off Beaver Dam Road would add a mix of roughly 265 apartments, 30,000 square feet of retail space, 4,000-square feet of office space and a pair of restaurants.

Simpson's Crossing, a long-approved yet still unbuilt project off the east side of U.S. 113, is authorized for 450 single homes, 340 townhouses and 230 apartments. Cypress Hall on the other side of the highway is approved for nearly 290 apartments and close to 100 townhouses.

And that's just what's already in the works, Pierce said.



Milford high senior class president Emily Holstein speaking at their commencement exercise. (Photo: GARY EMEIGH/SPECIAL TO THE NEWS JOURNAL)

He estimates another 6,000 homes could be built if all the vacant and agricultural property that now makes up 40 percent of the land area in town limits were converted to housing.

"There's a potential for 10,000 new homes in Milford without us annexing a single piece of property," he said. "If all that were to get built, we're talking about 25,000 new residents."

That's an extreme scenario, of course.

Some new businesses are already moving into town in anticipation of at least some of that growth.

Greenhill Pharmacy, a Delaware-based company with a pair of stores in Wilmington, recently skipped over New Castle County and most of Kent County to open its newest location in the Plaza at Milford shopping center off U.S. 113 — one of seven pharmacy chains now located in the town.

"Milford is the new hot spot, for sure," said pharmacy co-owner Jay C. Patel. "Our market research told us Milford has a lot of physicians, a lot of geriatric patients and a lot of potential for growth because of these new medical services. We wanted to be ahead of that curve."



Artist rendering of the proposed Nationwide Healthcare skilled nursing and rehabilitation center on the site of the soon-to-be vacated Bayhealth Milford Memorial complex. (Photo: Submitted)

Murrie Zlotziver is hoping that growth also proves to be a boon for Milford's downtown.

A year ago, he became the executive director of Downtown Milford Inc., a nonprofit dedicated to the city's main shopping corridor, including the Riverwalk that borders the Mispillion River that runs through town.

Like most downtowns, Milford has struggled to maintain its core shopping district of small, local businesses given the strong pull of national chains, which tend to locate in strip malls along major highways.

In just the last year, the city has lost its only fine dining restaurant, a candy shop and bakery that were core to its Walnut Street shopping district. A long awaited Italian restaurant might not ever open. A nearby middle school and a former state building also have been shuttered for years.

A turnaround is just around the corner, according to Zlotziver and other town officials. They point to the more than \$9.4 million in private investment made in the downtown district since mid-2016.

"What we need now is a critical mass of people who are willing to shop local and support our community," Zlotziver said. "So the fact that these hospitals are coming and bringing plenty of good jobs, we see that as nothing but positive."

Contact reporter Scott Goss at (302) 324-2281, [sgoss@delawareonline.com](mailto:sgoss@delawareonline.com) or on Twitter @ScottGossDel.

# DISTRICT STUDENT ENROLLMENT AND PROJECTIONS

	Actual									Projected			
DISTRICT	2011	2012	2013	2014	2015	2016	2017	2018	2019	Current Fiscal Year	2021	2022	2023
Kindergarten	316	359	339	375	360	337	337	309	349	355	361	367	373
1st Grade	328	320	360	338	391	362	340	340	325	330	336	342	347
2nd Grade	339	309	315	354	332	371	338	340	321	326	332	337	343
3rd Grade	319	337	329	319	340	320	385	337	366	372	378	385	391
4th Grade	356	313	344	343	309	340	299	384	356	362	368	374	381
5th Grade	316	349	320	343	341	318	363	300	346	352	358	364	370
6th Grade	316	306	343	320	344	330	305	353	381	387	394	401	407
7th Grade	317	313	320	357	333	349	320	311	327	332	338	344	350
8th Grade	316	333	324	325	347	338	343	321	348	354	360	366	372
9th Grade	336	312	333	296	304	317	292	325	321	326	332	337	343
10th Grade	314	283	280	266	241	232	294	284	286	291	296	301	306
11th Grade	301	301	265	262	266	234	221	265	274	279	283	288	293
12th Grade	252	258	256	240	232	225	200	191	214	218	221	225	229
Total Enrollment	4126	4093	4128	4138	4140	4073	4037	4060	4214	4,285	4,357	4429.974	4504.397
PreK									87	88	90	91	93
									4,301	4,373	4,447	4,521	4,597
Capacity	4,810	5,340	5,340	4,405	4,405	4,405	4,405	4,405	4,405	4,405	4,405	4,405	4,405

ES	2011	2012	2013	2014	2015	2016	2017	2018	2019	Current Fiscal Year	2021	2022	2023
Kindergarten	316	359	339	375	360	337	337	309	349	355	361	367	373
1st Grade	327	314	349	335	374	355	331	327	325	330	336	342	347
2nd Grade	329	306	310	343	329	359	328	333	321	326	332	337	343
3rd Grade	310	323	322	314	333	317	375	330	366	372	378	385	391
4th Grade	345	307	332	339	303	335	293	372	356	362	368	374	381
5th Grade	304	345	315	335	335	314	355	290	346	352	358	364	370
Total Enrollment	1,931	1,954	1,967	2,041	2,034	2,017	2,019	1,961	2,063	2,098	2,133	2,169	2,205
Capacity	1,741	2,271	2,271	2,271	2,271	2,271	2,271	2,271	2,271	2,271	2,271	2,271	2,271

MS	2011	2012	2013	2014	2015	2016	2017	2018	2019	Current Fiscal Year	2021	2022	2023
6th Grade	309	301	338	314	336	326	298	347	381	387	394	401	407
7th Grade	311	307	313	349	331	340	315	302	327	332	338	344	350
8th Grade	304	327	318	318	344	334	338	317	348	354	360	366	372
9th Grade	286	307	276										
Total Enrollment	924	935	969	981	1,011	1,000	951	966	1,056	1,074	1,092	1,110	1,129
Capacity	1,920	1,920	1,920	985	985	985	985	985	985	985	985	985	985

HS	2011	2012	2013	2014	2015	2016	2017	2018	2020	Current Fiscal Year	2021	2022	2023
9th Grade	45	0	53	293	298	309	288	319	321	326	332	337	343
10th Grade	310	279	276	265	237	228	289	280	286	291	296	301	306
11th Grade	294	297	263	256	266	230	219	264	274	279	283	288	293
12th Grade	247	254	254	235	227	224	199	191	214	218	221	225	229
Total Enrollment	896	830	846	1049	1028	991	995	1054	1095	1,113	1,132	1,151	1,170
Capacity	1149	1149	1149	1149	1149	1149	1149	1149	1149	1,149	1,149	1,149	1,149

Source/Methodology of Projection Calculation:	Unit Count plus was used to determine historical data by building and district. A three year average growth percentage is used for projections.
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Milford ILC	2011	2012	2013	2014	2015	2016	2017	2018	2020	Current Fiscal Year	2021	2022	2023
Kindergarten									6	6			
1st Grade	1	6	11	3	17	7	9	13	6	4			
2nd Grade	10	3	5	11	3	12	10	7	6	4			
3rd Grade	9	14	7	5	7	3	10	7	2	6			
4th Grade	11	6	12	4	6	5	6	12	1	1			
5th Grade	12	4	5	8	6	4	8	10	6	1			
6th Grade	7	5	5	6	8	4	7	6	5	6			
7th Grade	6	6	7	8	2	9	5	9	2	4			
8th Grade	12	6	6	7	3	4	5	4	4	2			
9th Grade	5	5	4	3	6	8	4	6	4	3			
10th Grade	4	4	4	1	4	4	5	4	2	3			
11th Grade	7	4	2	6	5	4	2	1	2	1			
12th Grade	5	4	2	5		1	1	0		2			
Total Enrollment	89	67	70	67	67	65	72	79	46	43	0	0	0
Capacity													
PK	3	1	3	5	10	14	16	0	11	4			
	92	68	73	72	77	79	88	79	57	47	0	0	0

# ES STUDENT ENROLLMENT AND PROJECTIONS

[illegible]

# ES STUDENT ENROLLMENT AND PROJECTIONS

[illegible]

# ES STUDENT ENROLLMENT AND PROJECTIONS

[illegible]

# ES STUDENT ENROLLMENT AND PROJECTIONS

[illegible]

## MS STUDENT ENROLLMENT AND PROJECTIONS

[illegible]

# MS STUDENT ENROLLMENT AND PROJECTIONS

[illegible]

[illegible]

MILFORD SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR BOARD MEETING – SEPTEMBER 21, 2020

Board Members

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

Admin. Present

Dr. Peel  
Dr. Amory  
Mrs. Croce  
Ms. Manges  
Mr. Parsley  
Mrs. Wallace  
Mrs. McKenzie  
Mr. LoBiondo  
Dr. Kilgore  
Mrs. Hallman  
Mr. Zoll  
Mrs. Hallman  
Mrs. Bruns  
Mrs. Messick  
Mr. Diaz

Public

S. Whaley  
J. Griffin  
D. Christie  
Y. White  
H. Maradiage  
B. Strickland  
K. Marvel  
E. Rust  
L. Skinner  
B. Chorman  
K. Mosher  
L. Wingo  
A. Beisaw  
S. Geesaman  
E. Roche  
R. Parker  
A. Dukes  
E. Allen  
G. Parfitt  
J. Albright  
J. Case  
S. Wilkins  
L. Passwaters  
L. Moorman  
K. Galati  
T. Mentzer  
J. Hodne  
H. Konesey  
G. Layton  
T. Harrington  
J. Frederick  
M. Mackert  
S. Bongrater-Thomas  
K. Worley  
J. Jumper  
L. Lane  
S. Pikus  
J. Rowan  
J. Dickerson  
A. McPike  
D. McKee  
C. Holleger  
A. Gaglione  
T. Gerken  
A. Walls  
A. Kravitz  
D. Heimbaugh  
J. Humphreys  
W. Newsome

Public

R. Winkleblech  
T. Smith  
M. McKee  
J. Hill  
J. Rose  
S. Puddicombe  
B. Skinner  
S. Hague  
S. Venett  
T. Sayles  
S. Seilheimer  
C. Graham  
K. Kenton  
B. Johnson  
P. Shockley  
W. Rapp  
V. Campbell  
T. Davis  
B. Koppenhaver  
C. Wilson  
M. Case  
T. Chilton  
L. Lord  
K. Conway  
J. Cinelli  
S. Holloway  
O. La Ragione  
B. Keily  
L. Gooding  
K. Feher  
L. Garlick  
L. Luff  
H. Wilson  
C. Wise  
T. Hill  
B. Shupe  
E. Coverdale  
B. Baylis  
A. Walls  
J. Powell  
P. Yeich  
L. Calvert  
C. Stevenson  
E. Outten  
D. Jones  
A. Mahan  
H. Barron  
C. Tkach

O. Aten	S. Hammer
K. Marvel	S. Pletcher
A. Jacobs	C. Millman
H. Motter	M. Faulkner
L. Mergner	A. Youmans
D. Sarabia	A. Metzner
T. Smith	S. Simon
K. O'Brien	H. Travitz
A. Thomas	S. O'Kelley-Glover
P. Pastor	T. Pastor
H. Menzner	M. Perez
N. Pletcher	K. Welch
W. Dodge	T. French
C. Meszaros	T. Brannan

*Media: Terry Rogers, Milford Live  
Brooke Schultz, DE State News*

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The Regular Meeting of the Milford Board of Education was called to order by President Miller at 6:03 PM on Monday evening, September 21, 2020.

**ADJOURNMENT TO EXECUTIVE SESSION**

**MOTION MADE BY MR. THOMPSON/SECONDED BY MRS. J. WYLIE** to adjourn into Executive Session at 6:04PM. **Motion carried unanimously.**

**MOTION MADE BY Mr. THOMPSON/SECONDED BY MR. VEZMAR** to adjourn Executive Session at 7:10PM. **Motion carried unanimously.**

**INTRODUCTION OF VISITORS**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

**MOTION MADE BY MRS. J. PURCELL/SECONDED BY MRS. J. WYLIE** to approve the Regular Meeting Minutes for August 17, 2020. **Motion carried unanimously.**

Dr. Dickerson congratulated Robert Newsome for being selected the Milford School District Educational Support Professional of the Year and Sue Smith for being featured in People Magazine. Appreciation was given to all the staff for their preparation to begin the school year; Dr. Dickerson mentioned that the staff has been very professional, worked very hard and supported one another, and that staff did a great job with professional development and the meet and greets/technology distribution with students and families. Dr. Dickerson continued that the district is proud of all staff for their instruction and support during the first week of remote learning and in beginning on-site instruction with small groups of students., lesson planning, and their willingness to work together and greet the students and families with enthusiasm. Thank you to the technology department for everything they have done with getting families connected and helping staff start the school year with very few technical issues. Congratulations to Supervisor of Child Nutrition Sharon Forrest and the Milford School District Child Nutrition Staff, and Milford Central Academy's Stephanie Dukes, through the Family Outreach Multipurpose Community Center, Inc., for receiving the "First Chance" Award from First Lady Tracey Quillen Carney for providing meals for children during spring and summer during COVID-19.

**PUBLIC COMMENT**

President Miller thanked everyone wanting to participate and reminded them of the five-minute time limit.

Sherry Geesaman thinks it is best for children to be learning in the classroom during the day.

Jennifer Cinelli-Miller stated Milford School District is far beyond other districts with their lesson plans and interacting with students. Milford has amazing educators.

Jack Frederick expressed the importance of students being able to play sports and feels the district will lose students to other districts if not approved.

**MILFORD SCHOOL DISTRICT'S PARTICIPATION IN FALL INTERSCHOLASTIC ATHLETICS/SPORTS**

Mr. Winkleblech stated coaches and students are taking the recommendations seriously and are following the guidelines.

Mr. Lance Skinner, Cross Country Coach and President of Milford Little League, feels the community and students are excited and need to play sports. Masks are being worn, social distancing is being practiced, sanitizing is being done, and screening of questions and temperatures are being documented.

Field Hockey Coach, Andrea McPike, stated distancing is being practiced and students have their own water and sanitizer on the field. Sports can be played safely. Feels this is a good transition for the students to get back in the classroom.

Mr. Miller commended her for the hockey team players wearing their face coverings in a photo.

Mr. Todd French, Varsity Soccer Coach, has the players following the guidelines with screening before practice, social distancing, and wearing face coverings. Many scholarships are sports related and feels the community can abide with the rules.

Mr. Thompson asked if he was provided with all the supplies needed. Mr. French responded affirmative.

Mrs. J. Wylie had some concerns with transporting the students and equipment. Drivers have been trained and 23 students can ride the bus. Additional buses may have to be used. Mrs. J. Wyle asked if the students would stop to get something to eat after the game. Mr. Winkleblech doesn't see this happening. Mrs. J. Wylie asked about attendance at the games. Dr. Dickerson stated spectators would be limited. A plan will be submitted for home games. Mr. Baltazar-Lopez asked about 8<sup>th</sup> grade eligibility. Mr. Winkleblech said guidelines are still in effect.

**MOTION MADE BY MR. THOMPSON/SECONDED BY MR. VEZMAR** to approve Milford School District's Participation in Fall Interscholastic Athletics/Sports. **Motion carried unanimously.**

**CERTIFICATE OF NECESSITY FOR 5<sup>TH</sup>-6<sup>TH</sup> GRADE SCHOOL ON MILFORD MIDDLE SCHOOL SITE**

Mr. Bill Strickland presented the recommendation from the Milford Middle School Committee. Mrs. Croce stated the cost breakdown is driven by the state construction formula and recommends a three-year construction timeline. The cost of the proposed project would be split 74% state funding and the 26% local funding. The Certificate is good for one year and, if approved by the state, the district would have two attempts for a successful referendum.

**MOTION MADE BY MR. BALTAZAR-LOPEZ/SECONDED BY MRS. J. WYLIE** to pursue the Milford Middle School Committee's recommendation to resubmit a Certificate of Necessity for a 1,000 student, 5<sup>th</sup>-6<sup>th</sup> grade school on the Milford Middle School Lakeview Avenue property. **Motion carried unanimously.**

**BUSINESS**

***Revenue and Expenditure Report***

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

## **INSTRUCTION AND STUDENT PROGRAMS**

### ***Student Learning***

#### ***Remote Learning Update***

Dr. Amory presented a Remote Learning and Hybrid Learning Attendance Policy Extension per the Twenty-Fifth Modification to the State of Emergency Declaration. Attendance will be based on a combination of synchronous and asynchronous learning.

After school technology and academic support hours will be available three times per week from 4:00-7:00 PM at Morris, Mispillion, and Milford Central Academy beginning this week for families.

Mr. Vezmar has received positive remarks for student support from staff throughout the district. Mrs. Purcell was amazed with how the staff has responded with the online teaching.

#### ***Remote Learning and Hybrid Learning Attendance Policy***

**MOTION MADE BY MR. VEZMAR/SECONDED BY MR. BALTAZAR-LOPEZ** to approve the Milford School District K-12 Student Attendance Policy 5403 Extension: Remote/Hybrid Learning. **Motion carried unanimously.**

### ***Student Services***

#### ***Phase-In of Students for In-School Services***

Ms. Manges reviewed the phase-in of students with disabilities and thanked the Board and community for entrusting the district with a safe return of children to the classrooms. It is estimated approximately 150 students will be on-site after September 21, 2020. Training was conducted to review student health protocols for a safe return with all staff at elementary and secondary levels. Students will be on-site Monday, Tuesday, Thursday, and Friday for approximately five hours in each school. Appreciation was expressed to the transportation department and the Special Education Leads for their continued dedication and support. Ms. Manges addressed the current planning and the creation of alternate support plans for students who will not be on-site during the first phase of re-entry, but are struggling with remote instruction.

## **BOARD DISCUSSION**

### ***DSBA Board of Directors Representative and Alternate***

Mr. Thompson nominated Mr. Vezmar for DSBA Board of Directors Representative. He declined.

**MOTION MADE BY MR. THOMPSON/SECONDED BY MR. BALTAZAR-LOPEZ** to nominate Mr. Miller to be the DSBA Board of Directors Representative. **Motion carried unanimously.**

**MOTION MADE BY MR. VEZMAR/SECONDED BY MR. THOMPSON** to nominate Mrs. R. Wiley as DSBA Board of Directors Alternate. **Motion carried unanimously.**

### ***DSBA Legislative Committee Representative and Alternate***

**MOTION MADE BY MR. VEZMAR/SECONDED BY MR. MILLER** to nominate Mr. Baltazar-Lopez as DSBA Legislative Committee Representative. **Motion carried unanimously.**

**MOTION MADE BY MR. BALTAZAR-LOPEZ/SECONDED BY MR. VEZMAR** to nominate Mr. Thompson as DSBA Legislative Committee Alternate.

#### **Roll Call:**

Mr. R. Baltazar-Lopez	Yes	Mr. D. Vezmar	Yes
Mr. J. Purcell	Yes	Mr. J. Wylie	Yes
Mr. K. Thompson	Abstain	Mr. J. Miller	Yes

5 Yes, 0 No, 1 Abstain

Motion passed.

### ***Revised Board Policy 3303 Student Fees***

**MOTION MADE BY MR. THOMPSON/SECONDED BY MR. VEZMAR** to approve Board Policy 3303 Student Fees. **Motion carried unanimously.**

***Revised Board Policy 3304 Child Nutrition Program Policy***

**MOTION MADE BY MRS. PURCELL/SECONDED BY MR. VEZMAR** to approve Board Policy 3304 Child Nutrition Program Policy. **Motion carried unanimously.**

Mr. Vezmar requested discussion concerning the virtual aspects of Board Meetings post COVID-19 at a future board meeting.

The Citizen Budget Oversight Committee board representative will be appointed during a future meeting.

Mr. Baltazar-Lopez asked if a student representative for the board has been chosen. Mr. Parsley will coordinate with Milford High School for a student representative.

***Revised Board Policy 5313 Protection of the Privacy Rights of Students***

Dr. Dickerson presented the draft of Board Policy 5313 Protection of the Privacy Rights of Students for review and discussion. Previous discussions were held during meetings before COVID-19 and draft revisions were discussed. Mr. Vezmar expressed concern for students becoming 18 years old and understanding their rights.

***Board Policy 6114 Computing and Internet Policy***

Dr. Peel recommended deleting this policy as the Acceptable Use Policy addresses.

***Memorandum of Understanding Recording of Lessons During Remote Learning – Modification to Agreements Between the Milford School District Board of Education and the Milford Education Association, DSEA/NEA, Teachers of 2018-2020 and Paraprofessionals 2018-2020***

**MOTION MADE BY MR. BALTAZAR-LOPEZ/SECONDED BY MRS. J. WYLIE** to accept the Memorandum of Understanding Recording of Lessons During Remote Learning – Modification to Agreements Between the Milford School District Board of Education and the Milford Education Association, DSEA/NEA, Teachers 2018-2020 and Paraprofessionals 2018-2020. **Motion carried unanimously.**

**PERSONNEL**

***Personnel Report***

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

HELMICK, Patrick  
High School – Math Teacher  
Effective: September 28, 2020

PHILLIPS, Albert  
Central Academy – Social Studies  
Effective: September 28, 2020

GOODMAN, Jennifer  
Mispillion – Elementary School Counselor  
Effective: October 21, 2020

ADAMS, Brianna  
Banneker – Elementary Teacher  
Effective: School Year 2020-2021

**RECOMMEND FOR EMPLOYMENT – AFTER-SCHOOL INTERNET SUPPORT**

HEREDIA, Ileana  
CARRANZA, Jessenia  
BROOKS, Montessa  
GUAJARDO, Marisa

IVORY, McKenzie  
KNOTTS, Christina  
MCKEE, Marcy  
NICHOLS, John  
ZOBEL, Angela

**TRANSFER**

STRASSLE, Lynne  
P/T Paraprofessional One on One  
From Central Academy to Ross Elementary  
Effective: School Year 2020-2021

BAICH-LINCOLN, Shannon  
P/T Paraprofessional Ed. Support  
From Central Academy to High School  
Effective: School Year 2020-2021

SIVELS, Jawon  
P/T Paraprofessional Ed. Support  
From Central Academy to High School  
Effective: School Year 2020-2021

THOMPSON, Donna  
F/T Paraprofessional Ed. Support  
From Mispillion to Central Academy  
Effective: School Year 2020-2021

TOWE, Debra  
F/T Paraprofessional Ed. Support  
From Morris to Banneker  
Effective: School Year 2020-2021

**RETIREMENT**

BRENNAN, Sean  
High School – Driver Education Teacher  
Effective: September 3, 2020  
Service to MSD: 14 years

STARKEY, Kathleen  
Banneker – 3<sup>rd</sup> Grade Teacher  
Effective: October 2, 2020  
Service to MSD: 21 years

**RESIGNATION**

CARTWRIGHT, Rita  
Banneker – Child Nutrition (3.5 hours)  
Effective: September 3, 2020  
Service to MSD: 6 years

CUELLAR, Maria  
Morris – Child Nutrition (3.0 hours)  
Effective: September 4, 2020  
Service to MSD: 4 years

MULHOLLAND, Derek  
Ross – Paraprofessional (Part-Time)  
Effective: September 11, 2020  
Service to MSD: 3 years

RECOMMEND EMPLOYMENT – 2020-2021 LIMITED CONTRACTS\*

Central	Football Coach, Asst.	Zambito, Anthony
Central	Football Coach, Asst.	Martin, Ryan
Central	Instructional Coach, Special Ed.	Yun, Wendy
High	Advisor, Math League	DelRossi, Jeanine/Gorlich, Suzanna
High	Advisor, Varsity Club	Frketic, Jim
High	Field Hockey, Asst.	Fry, Megan (NE)/Brennan, Kayla
Ross	Instructional Coach, Grade 2	Hammond, Stephanie
High	Soccer Coach, Volunteer	Torres, Alexis (NE)
High	Soccer Coach, Volunteer	Carranza, Antonio (NE)
High	Field Hockey, Volunteer	Hale, Amanda
High	Field Hockey, Volunteer	Shockley, Peyton
Central	Cross Country, Coach	Cartwright, Bryson
High	Advisor, Freshman Class	Ivory, McKenzie
High	Advisor, Junior Class/Prom	McMillan, Leslie/Davis, Shannon

RESCIND EMPLOYMENT – 2020-2021 LIMITED CONTRACTS

High	Football Coach, Asst.	Brennan, Sean
High	Athletic Events Coordinator	Brennan, Sean
High	Advisor, National Honor Society	Young, Devon
Ross	Instructional Coach, Grade 2	Sekscinski, Kim

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

**MOTION MADE BY MR. VEZMAR/SECONDED BY MRS. PURCELL** that the Board approve the Personnel Report as presented.

**Roll Call:**

<b>Mr. R. Baltazar-Lopez</b>	<b>Yes</b>	<b>Mr. D. Vezmar</b>	<b>Yes</b>
<b>Mr. J. Purcell</b>	<b>Yes</b>	<b>Mr. J. Wylie</b>	<b>Yes</b>
<b>Mr. K. Thompson</b>	<b>Abstain</b>	<b>Mr. J. Miller</b>	<b>Yes</b>

**5 Yes, 0 No, 1 Abstain**

**Motion passed.**

**ADJOURNMENT**

**MOTION MADE BY MR. BALTAZAR-LOPEZ/SECONDED BY MRS. PURCELL** that the Regular Meeting of the Milford Board of Education held on Monday, September 21, 2020 adjourn at 8:44PM. **Motion carried unanimously.**

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Kevin Dickerson, Executive Secretary

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Edna Rust, Recording Secretary