

HOME *of the* BUCCANEERS

906 Lakeview Avenue Milford, DE 19963

Phone: (302) 422-1600

**AGENDA FOR MONDAY, SEPTEMBER 16, 2024 AT 6:00 PM
REGULAR SCHOOL BOARD MEETING**

The Milford Board of Education will hold this meeting in-person at Lulu Ross Elementary School, 310 Lovers Lane, Milford, DE 19963. Public comment will be held in-person only.

Public may access this meeting at the following link:

<https://milford.webex.com/milford/j.php?MTID=m123849fceb2702cc9d7d9e0635c83d02>

Webinar Number: 2630 563 8426

Webinar Password: d2JHgecyhn53 (32544294 when dialing from a phone or video system)

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

Dial in: +1-415-655-0001 US Toll

Access Code: 263 056 38426

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

1. Call to Order by President

2. Roll Call

_____ Dr. Adam Brownstein

_____ Mr. Matt Bucher

_____ Mrs. Ashlee Connell

_____ Mr. Victor "Butch" Elzey

_____ Mr. Scott Fitzgerald

_____ Mrs. Jennifer Massotti

_____ Mrs. Jean Wylie

3. Pledge of Allegiance

4. Approval of Minutes

A. Regular Meeting Minutes for August 19, 2024 and September 5, 2024 Action Item

5. Adjournment to Executive Session Action Item

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

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

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

7. **Changes to Agenda**
8. **Public Comment**
9. **Superintendent's Report**
 - A. Thank you to Lulu Ross for hosting us this evening
 - B. Milford Middle School construction update and beam signing
 - C. Opening of academic year
10. ***Academic Excellence: Dr. Carvajal-Hageman***
 - A. Student Information System Family Portal Demonstration with Dr. Kilgore
 - B. Field Trip Approvals ***Action Item***
 - C. Student Climate & Safety Update – Dr. Weller
11. ***Building Our Future: Dr. Sara Hale***
 - A. Monthly Revenue, Expenditure and Major Capital Reports as of August 31, 2024 ***Action Item***
 - B. Construction Change Order Approval ***Action Item***
12. ***Empowering and Investing in our People: Ms. Laura Manges***
 - A. Personnel ***Action Item***
13. ***Supporting the Whole Student: Dr. Hallman***
 - A. Annual Autism Program Environment Rating (APERS) Results
Presented by Philip Concors, ABC Consultants, LLC.
14. **Board Discussion**
 - A. DSBA Updates
 - B. Recommended Revised Draft Board Policies for Action
 1. Revised Draft Board Policy 4323(a) Local Salary Supplement: Cafeteria Workers ***Action Item***
 - C. Introduction of Recommended Draft Revision of Board Policies
 1. Revised Draft Board Policy 8503 Public and Employee Participation at Board of Education Meetings – Read Only
15. **Adjournment ***Action Item*****



MILFORD SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR BOARD MEETING
AUGUST 19, 2024

Board Members in Attendance	
Mr. Scott Fitzgerald President	Mr. Victor "Butch" Elzey
Mr. Matt Bucher, Vice President	Mrs. Jennifer Massotti
Dr. Adam Brownstein	Mrs. Jean Wylie
Mrs. Ashlee Connell	Dr. Bridget Amory, Executive Secretary

The Regular Meeting of the Milford Board of Education was called to order by President Mr. Fitzgerald at 6:00 PM on Monday evening, August 19, 2024.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

MOTION MADE BY MR. BUCHER/SECONDED BY MRS. CONNELL to approve the Regular Meeting Minutes for July 15, 2024, July 29, 2024, and August 8, 2024. **Motion passed unanimously.**

ADJOURNMENT TO EXECUTIVE SESSION

MOTION MADE BY MRS. MASSOTTI/SECONDED BY MR. ELZEY to adjourn into Executive Session at 6:03 PM. **Motion passed unanimously.**

RETURN TO OPEN SESSION

MOTION MADE BY MRS. CONNELL/SECONDED BY MRS. MASSOTTI to adjourn Executive Session at 7:13 PM.

CHANGES TO AGENDA

None

PUBLIC COMMENT

None

SUPERINTENDENT'S REPORT

Welcome to Morris Early Childhood Center

Dr. Amory thanked Morris Early Childhood Center for hosting the board meeting. Thank you, Ms. Manges and the Human Resources teams, for the successful New Hire Orientation. All employees returned to work on August 19th.

Academic Excellence: Dr. Carvajal-Hageman

Field Trip Approvals

MOTION MADE BY MR. BUCHER/SECONDED BY MRS. MASSOTTI to approve field trips as presented. **Motion passed unanimously.**

Building Our Future: Dr. Hale

Revenue, Expenditure and Major Capital Reports

MOTION MADE BY MR. BUCHER/SECONDED BY MRS. CONNELL to approve the Revenue, Expenditure and Major Capital Reports as of June 30, 2024, and July 31, 2024. **Motion passed unanimously.**

DDOE Financial Position Report

MOTION MADE BY MASSOTTI/SECONDED BY MR. ELZEY to approve the DDOE Financial Position Report as of July 1, 2024. **Motion passed unanimously.**

Construction Change Order Approvals

MOTION MADE BY MRS. CONNELL/SECONDED BY MR. BUCHER to approve Construction Change Order Approvals. **Motion passed unanimously.**

District Reorganization Resolution 2025

MOTION MADE BY MR. BUCHER/SECONDED BY MRS. MASSOTTI to approve the District Reorganization Resolution 2025. **Motion passed unanimously.**

City of Milford Easement Agreement

MOTION MADE BY MRS. MASSOTTI/SECONDED BY MR. BUCHER to approve the City of Milford Easement Agreement. **Motion passed unanimously.**

Empowering and Investing in our People: Ms. Manges Personnel Report

MOTION MADE BY MR. BUCHER/SECONDED BY MRS. CONNELL to accept the Personnel Report as presented during the Executive Session. **Motion passed unanimously.**

Ms. Manges acknowledged Mrs. Amy Walls, Ms. Ashley Adlam-Hernandez, Ms. Trish Gerken, Ms. Alex March, Dr. Laura Schneider, all the administrative secretaries, technology specialists, and administrators for their hard work in preparing for the new school year and new hire orientation. Ms. Manges also thanked board members and teachers for participating on interview panels.

Supporting the Whole Student: Mrs. Hallman Early Childhood Certificate

After a lengthy process Morris Early Childhood Education Center meet the requirements for the Department of Education to issue a Public Early Childhood Program Certificate to serve children younger than kindergarten. The certificate is renewed annually.

BOARD DISCUSSION

RECOMMENDED REVISED DRAFT BOARD POLICIES FOR ACTION

Revised Board Policy 3303 Student Fees – Child Nutrition Meals

MOTION MADE BY MRS. MASSOTTI/SECONDED BY MR. ELZEY to approve revised Board Policy 3303 Student Fees – Child Nutrition Meals. **Motion passed unanimously.**

ADJOURNMENT

MOTION MADE BY MR. BUCHER/SECONDED BY MRS. MASSOTTI that the Regular Meeting of the Milford Board of Education held on Monday, August 19, 2024, adjourned @ 7:50 PM. **Motion passed unanimously.**

Bridget Amory, Ed.D., Executive Secretary

Theresa Blocker, Recording Secretary

MILFORD SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR BOARD MEETING
SEPTEMBER 5, 2024

Board Members in Attendance	
Mr. Scott Fitzgerald President	Mrs. Jean Wylie
Mr. Matt Bucher, Vice President	Dr. Bridget Amory, Executive Secretary
Dr. Adam Brownstein	
Mr. Victor "Butch" Elzey	

The Regular Meeting of the Milford Board of Education was called to order by President Mr. Fitzgerald at 7:35 AM on Thursday morning, September 5, 2024.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT - None

CHANGES TO AGENDA - None

ADJOURNMENT TO EXECUTIVE SESSION

MOTION MADE BY MR. BUCHER/SECONDED BY MRS. WYLIE to adjourn into Executive Session at 7:36 AM. **Motion passed unanimously.**

RETURN TO OPEN SESSION

MOTION MADE BY MR. BUCHER/SECONDED BY MR. ELZEY to adjourn Executive Session at 7:51 AM.

***Empowering and Investing in our People: Ms. Manges
Personnel Report***

MOTION MADE BY MRS. WYLIE/SECONDED BY MR. BUCHER to accept the Personnel Report as presented during the Executive Session. **Motion passed unanimously.**

Empowering and Investing in our People: Ms. Manges

MSD-MEA MOU: MCA Temporary Modification of the Daily Work Schedule

MOTION MADE BY MRS. WYLIE/SECONDED BY MR. BUCHER to approve the MSD-MEA MOU: MCA Temporary Modification of the Daily Work Schedule as presented during Executive Session. **Motion passed unanimously.**

ADJOURNMENT

MOTION MADE BY _____/SECONDED BY _____ that the Regular Meeting of the Milford Board of Education held on Thursday, September 5, 2024, adjourned @ 7:53 AM. **Motion passed unanimously.**

Bridget Amory, Ed.D., Executive Secretary

Theresa Blocker, Recording Secretary

Infinite Campus

New Student Information System For 2425

Replaces Home Access



You will be able to:

- See your student(s) grades
- See attendance - send notes directly to the school for absences in the parent portal
- Update emergency contacts
- Upload documents such as physicals/medical information
- Get messages from the school/teacher - Also will have Talking Points for communication this year.
- Coming soon - the ability to send in money for field trips via the portal
- Both on computer and App on your phone!

Home

Welcome to the Milford School District Parent Portal!

Charting the course to excellence together. Stay connected and engaged with your student's educational journey. Access schedules, grades, messages, and more right here!

Cullen Michael Kilgore

- ⚠ Non-Compliant Immunizations
- 2 Assignments Due Today
- 17 Recent Assignment Scores
- 12 Recent Grade Updates

Liam Macdonald Kilgore

- 2 Assignments Due Today
- 10 Recent Assignment Scores
- 8 Recent Grade Updates
- 4 Recent Attendance Updates

Announcements

No announcements.

Inbox

Sporting Event Guidance
09/11/2024

Message from Milford School District
09/09/2024

[View more Inbox messages in the Message Center](#)

Shortcuts

- Absence Requests
- Contact List
- Online Registration Update

0
Items in Cart
\$0.00

My Cart

My Accounts

Schedule

25 Milford High (678) R

Term M1 (08/27/2024 - 10/31/2024)

DAY: A

1	AP Environmental Science	N. Jefferson Rm: 402
3	AP Biology	C. Barczewski Rm: 302
5	Spanish III	C. Morgan Rm: 425
7	AP Calculus AB	Cook, Andrea Rm: 506
Anchor	Anchor Time 12	Samick, Emily Rm: 605 Start: 08/28/2024

DAY: B

2	AP Psychology	Hyland, John Rm: 207
4	Academic Challenge Research	W. Collick Rm: LIB
6	AP Literature & Composition	C. Meiklejohn Rm: 326
Anchor	Anchor Time 12	Samick, Emily Rm: 605 Start: 08/28/2024



- Home
- Calendar
- Assignments
- Grades
- Grade Book Updates
- Attendance
- Schedule
- Academic Plan
- Fees
- Documents
- Message Center

More

More

- Address Information >
- Assessments >
- Contact List >
- Demographics >
- Family Information >
- Health >
- Important Dates >
- Learning Tools >
- Transportation >
- Absence Requests >
- Online Registration Update >

< More | Absence Requests

Create Request

If your student is not available in the list, contact a school administrator.

Select the students you wish to submit an absence request for

- Cullen M Kilgore (Grade: 09)
- Liam M Kilgore (Grade: 12)

Excuse *

[Dropdown menu]

- SICK: Child Illness
- Mental Health: Mental/ behavioral Health
- Religious : Religious Holiday
- Other: Parent Note Other not listed

- Home
- Calendar
- Assignments
- Grades
- Grade Book Updates
- Attendance
- Schedule
- Academic Plan
- Fees
- Documents
- Message Center
- More



< More | Absence Requests

Current Requests

RELATION TO STUDENT	FIRST NAME	LAST NAME	START DATE	END DATE	STATUS
Mother	Liam	Kilgore	Sep 13, 2024	Sep 13, 2024	SUBMITTED >
Mother	Liam	Kilgore	Sep 12, 2024	Sep 12, 2024	PROCESSED >

Number of Rows

New

- Home
- Calendar
- Assignments
- Grades
- Grade Book Updates
- Attendance
- Schedule
- Academic Plan
- Fees
- Documents
- Message Center
- More

Spanish III

- Classroom
- Curriculum
- Grades**

25 Milford High (678) R

Term M1 (08/27/2024 - 10/31/2024) Settings

(M1) Marking Period		A+ (100%) In-progress
Formative Weight: 40		30/30 (100%) —
WE Pre-test	Due: 09/05/2024	20/20 (100%) >
SE Introducciones	Due: 08/28/2024	10/10 (100%) >

(M1) Progress

← Back | Contact List

School Year
 24-25

Search Contacts
 Search by contact name or course name

Cullen Michael Kilgore

C.Barczewski	Biology - Honors	✉ CBarczewski@msd.k12.de.us
Cook, Andrea	Geometry - Honors	✉ acook@msd.k12.de.us
Dehel, Dawn S	English 9 Honors, Anchor 9	✉ DDehel@msd.k12.de.us ☎ (302)422-1610x1324
E.Adams	Spanish I	✉ EAdams@msd.k12.de.us
K.Richards	Yearbook I	✉ KRichard@msd.k12.de.us
P.Helmick	Fundamentals of Finance	✉ phelmick@msd.k12.de.us
S.Walker	Physical Education	✉ swalker@msd.k12.de.us
V.Evans	AP Human Geography	✉ VEvans@msd.k12.de.us ☎ (302)422-1610x1312

Liam Macdonald Kilgore

C.Barczewski	AP Biology	✉ CBarczewski@msd.k12.de.us
C.Meiklejohn	AP Literature & Composition	✉ CMeiklej@msd.k12.de.us
C.Morgan	Spanish III	✉ CMorgan@msd.k12.de.us ☎ (302)422-1610x2425

[Back](#) | Demographics

Liam M. Kilgore

This is where you can update Demographic and contact data.

Name
Liam Macdonald Kilgore

Birthdate
02/06/2007

Gender
Male

Pronouns
No data

[Update](#)

Non-Household Relationships

Relationship
Relative
Dawn S Dehel
Emergency Priority 4

Phone
Cell: (302)745-1327
Work: (302)422-1610x1324
Other: (302)430-0122

Email
DDehel@msd.k12.de.us

[Update](#)

Relationship
Grandfather
Harold 'Chip' McGraw
Emergency Priority 5

Phone
Cell: (302)542-0897
Other: (302)335-2612

Email
No data

[Update](#)

Relationship
Grandmother
Mary McGraw
Emergency Priority 3

Phone
Cell: (302)542-1880
Other: (302)335-2780

Email
mcmcgraw@msd.k12.de.us

[Update](#)

[Add](#)

If you haven't set up your portal...

Check your email for the link to set up your account.

Didn't get an email? Stop by the school's main office and verify that we have your correct email in our system.

- Infinite Campus has an app you can download to your phone so you can have access at your fingertips.



Elementary Standards Based Reporting in Infinite Campus

All students in elementary school will receive standards based grading this school year.

You will be able to see scores for individual assignments in the parent portal in Infinite Campus.

In our new system the scores you will see are:

- Most of the Time
- Some of the Time
- With Support
- Not Yet
- Not Graded



What are the standards?

Delaware uses the Common Core State Standards which designate what students in each grade level should be able to do at the **end of each school year**.

Milford School District will give report cards to parents 4 times per year on the CCSS Strands.

There are many standards under each strand that students will learn. As you look at your child(ren)'s scores please keep in mind that they are based on progress toward the end of year expectations. It will be very normal for students to be “Not Yet” or “With Support” at the start of the school year. ***It is important to focus and celebrate growth throughout the school year.***

If you would like to learn more about the standards please visit:

<https://www.thecorestandards.org/read-the-standards/>

or ask your child's teacher for more information.

The Strands On The Report Card

ELA	Mathematics	Soc Studies	Science
Understands What Is Read (K) /Reads Grade Level Text (1-5)	Counting and Cardinality (K))	Understands Key Concepts	Understands Key Concepts
Key Ideas and Details	Operations & Algebraic Thinking (K-5)		
Craft and Structure	Numbers & Base Ten (K-5)		
Integration of Knowledge & Ideas	Measurement & Data (K-5)		
Foundational Skills	Geometry (K-5)		
Listening & Speaking	Numbers & Operations Fractions (3-5)		
Writing: Evidence & Elaboration			
Writing: Organization & Purpose			
Writing: English Conventions			

Students Have An Account Too

Secondary students have a portal account too – they have a student app (or can use computer)

Can access teacher messages, grades, missing assignments and teacher contacts.

In the winter will be able to request courses for the following year.

More great things to come when we are fully up and running!




FIELD TRIP REQUEST FORM

Directions: All teachers and others seeking to take students on a field trip must obtain permission. This form must be completed in its entirety and submitted using the **SUBMIT button at the bottom of this form**. Submitting this form will open a draft email to an executive secretary with your completed form attached. Send the email and the executive secretary will assign the form to the appropriate staff members for review and signatures. The order of signatures will be as follows: first, building level school nurse and special education coordinator, the Supervisor of Transportation, the building principal, the Chief Academic Officer, and finally, the Superintendent. *If you run out of room you may attach additional documents to your request form (i.e.: detailed itinerary, instructional activities aligned with the trip, student rosters, etc.). Any incomplete forms will not be processed.*

GENERAL INFORMATION

School Name	Milford High School	Date of Request	Date of Field Trip
Field Trip Coordinator	Julie Keefer & Ellie Oschsler	8.20.2024	Oct 1, 2024 10.5.2024
Coordinator Contact Information	Phone: 302.362.8842	Departure Time	Return Time
	Email: jkeefe@msh.k12.de.us	6:00 AM	7:00 PM
Grade Level(s)	9-12	Location and Duration	
Destination: Please identify the facility name and address	PA Renaissance Fair	Days Missed <u>1</u>	Total #
		<input type="checkbox"/> In-State	Students 35
		<input checked="" type="checkbox"/> Out of State	Staff 3
		<input type="checkbox"/> Overnight	Chaperones 0
		<input type="checkbox"/> Within normal school day	
		<input type="checkbox"/> Beyond normal school hours	

LEARNING AND ACCESSIBILITY


<input checked="" type="checkbox"/> This trip is aligned to standards	<input checked="" type="checkbox"/> I understand district policy is that all students have access to field trips.
<input checked="" type="checkbox"/> Students will have prior exposure to be prepared for the trip.	<input checked="" type="checkbox"/> I understand that all students (e.g., students with disabilities, Multilingual Learners, etc.) must have the appropriate supports they need for the trip.
<input checked="" type="checkbox"/> Students will synthesize learning after the trip.	<input type="checkbox"/> I have communicated with the school-level Special Education Coordinator to ensure all required student accommodations are met
Instructional Content Alignment: <i>Please briefly explain the trip's alignment to grade level content and your pre/post trip plans (may attach documents if necessary)</i>	Accommodations Required: <i>Please briefly explain any accommodations that will be provided to meet the needs of all students.</i>
Students will create choral and dramatic performances for this trip. They will be scored, critiqued, and receive feedback about their performances. Students will create musical and theatrical performances with the possibilities of creating costumes, staging, and choosing musical content	TBD
	
	Special Education Coordinator Signature Date <u>9/12/24</u>

PARENT INVOLVEMENT & BACKGROUND CHECKS

Will any adults be chaperoning with "direct and unmonitored contact" with students? Yes No *If yes, how many?* 0

ALL parents & volunteers must have their identification scanned through Raptor in the school's main office at least 1 week prior to field trip.

MEDICAL CONSIDERATIONS

Closest Medical Facility: <i>Please identify the facility name, address, & phone #</i>	ON SITE 2775 Lebanon Rd., Manheim, PA
Has the roster of students been shared, and any medical concerns addressed?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will an on-site nurse be required for this field trip?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>If yes, have you notified the Director of Student Services?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Medical Needs or Accommodations Required:	The staff member(s) attending this trip have completed "I'm Ready" training in PDMS for the administration of a medication
TBD	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	
	School Nurse Signature Date <u>9/12/24</u>

CHILD NUTRITION SERVICES

Has the school cafeteria manager been notified of this trip? Yes No

Will the students be eating lunch at the school on the date(s) of the trip? Yes No *If yes, will they need an alternative lunch time?* Yes No

Are you requesting any bag lunches or other food for this trip? Yes No

If yes, please provide the date scheduled to discuss food details with your school cafeteria manager. Date: _____

TRANSPORTATION SERVICES

Will transportation be needed? Yes No *If yes, continue specifying details in the section below:*

Note: School buses have 24 seats. Elementary students can sit three to a seat. Coach buses have between 47-57 seats depending on size. District vans can accommodate up to 7 passengers including the driver. District employees can drive district vehicles, but must submit DMV personal information release form and separate request for district vehicle form.

What type of transportation will be used?	How many are needed?	Trip Details	
<input type="checkbox"/> School Bus <i>(local destinations only)</i>	1	Departure Time from School:	6:00 AM
<input type="checkbox"/> Coach Bus		Bus Departure Location:	Band room
<input type="checkbox"/> Alternative transportation <i>(flight, train)</i>		Amount of Time At Location:	6 hours
<input type="checkbox"/> Specialized transportation <i>(lift bus, van)</i> <small><i>If selected, provide additional notes:</i></small>		Departure Time from Location:	3:00 PM
		Return Time to School:	7:00 PM
		Bus Return Location:	Band room

Please indicate departure time in the event of a school delay: Adjust Departure Time to: _____
 Cancel

Supervisor of Transportation Signature:

Date: _____

FIELD TRIP COSTS & FUNDING

Service	Estimated Funding Costs <small><i>Please include details, e.g., how did you calculate total cost?</i></small>	Funding Program <small><i>If other, please include notes.</i></small>
Transportation	\$900	<input type="checkbox"/> Perkins <input type="checkbox"/> 509 <input checked="" type="checkbox"/> Student Activities <input type="checkbox"/> School Budget <input type="checkbox"/> Other:
Meals	\$25	<input type="checkbox"/> Perkins <input type="checkbox"/> 509 <input type="checkbox"/> Student Activities <input type="checkbox"/> School Budget <input type="checkbox"/> Other: individual student
Other Expenses		<input type="checkbox"/> Perkins <input type="checkbox"/> 509 <input type="checkbox"/> Student Activities <input type="checkbox"/> School Budget <input type="checkbox"/> Other:
Individual Student Expenses	\$30	<input type="checkbox"/> Perkins <input type="checkbox"/> 509 <input checked="" type="checkbox"/> Student Activities <input type="checkbox"/> School Budget <input type="checkbox"/> Other:
Total Cost	\$55/student	

APPROVAL SIGNATURES

Approval Sequence: *Field trips will be approved in the following order. Field trips not approved at one level will not advance to the next level (no appeals). For all overnight field trips (except where a group of students advances in a sequential activity such as a contest) a final cost summary and detailed itinerary must be submitted 30 days prior to the field trip. Incomplete forms will not be processed.*

	Approved?	Signature	Date
Principal:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		9-12-24
Chief Academic Officer:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		9-13-24
Superintendent:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		9/13/2024

Completed by District Office Staff: Board Approval Date *(if necessary):* 9/16/24

Documents Received: Student Roster Yes No

Itinerary Yes No Transportation Quote Yes No



SUBMIT



FIELD TRIP REQUEST FORM

Directions: All teachers and others seeking to take students on a field trip must obtain permission. This form must be completed in its entirety and submitted **using the SUBMIT button at the bottom of this form**. Submitting this form will open a draft email to an executive secretary with your completed form attached. Send the email and the executive secretary will assign the form to the appropriate staff members for review and signatures. The order of signatures will be as follows: first, building level school nurse and special education coordinator, the Supervisor of Transportation, the building principal, the Chief Academic Officer, and finally, the Superintendent. *If you run out of room you may attach additional documents to your request form (i.e.; detailed itinerary, instructional activities aligned with the trip, student rosters, etc.). Any incomplete forms will not be processed.*

GENERAL INFORMATION

School Name	Milford High School	Date of Request	8/29/2024
Field Trip Coordinator	Brandon Mast	Date of Field Trip	10/6/2024
Coordinator Contact Information	Phone: (302) 423-9785	Departure Time	Return Time
	Email: bmast@msd.k12.de.us	9am	9pm
Grade Level(s)	9-12	Location and Duration	
Destination: Please identify the facility name and address	J. Birney Crum Stadium 2027 Linden St. Allentown, PA 18104	Days Missed <u> 0 </u>	Total #
		<input type="checkbox"/> In-State	Students 40
		<input checked="" type="checkbox"/> Out of State	Staff 2
		<input type="checkbox"/> Overnight	Chaperones 2
		<input type="checkbox"/> Within normal school day	
		<input type="checkbox"/> Beyond normal school hours	

LEARNING AND ACCESSIBILITY

<input checked="" type="checkbox"/> This trip is aligned to standards <input checked="" type="checkbox"/> Students will have prior exposure to be prepared for the trip. <input checked="" type="checkbox"/> Students will synthesize learning after the trip. <p><u>Instructional Content Alignment:</u> <i>Please briefly explain the trip's alignment to grade level content and your pre/post trip plans (may attach documents if necessary)</i></p> <p>The MHS Marching Band is hoping to attend the 28th annual Collegiate Marching Band Festival. In this festival, students will get to experience performances by 20 different college marching bands from the surrounding area.</p>	<input checked="" type="checkbox"/> I understand district policy is that all students have access to field trips. <input checked="" type="checkbox"/> I understand that all students (e.g., students with disabilities, Multilingual Learners, etc.) must have the appropriate supports they need for the trip. <input checked="" type="checkbox"/> I have communicated with the school-level Special Education Coordinator to ensure all required student accommodations are met <p><u>Accommodations Required:</u> <i>Please briefly explain any accommodations that will be provided to meet the needs of all students.</i></p> <p>After the roster for this trip is finalized, I will review all accommodations in the attending student's IEP, 504, and ML documents to make sure all students have access to the instructional content.</p>
	<p><u>Brian Clarke</u> Sep 5, 2024 <small>Brian Clarke (Sep 5, 2024 09:41 EDT)</small></p>
	<p>Special Education Coordinator Signature Date</p>

PARENT INVOLVEMENT & BACKGROUND CHECKS

Will any adults be chaperoning with "direct and unmonitored contact" with students? Yes No *If yes, how many?*

ALL parents & volunteers must have their identification scanned through Raptor in the school's main office at least 1 week prior to field trip. 2

MEDICAL CONSIDERATIONS

Closest Medical Facility: <i>Please identify the facility name, address, & phone #</i>	Lehigh Valley Hospital - 17th St. 1627 W Chew St. Allentown, PA (610) 402-8000
Has the roster of students been shared, and any medical concerns addressed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Will an on-site nurse be required for this field trip? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>If yes, have you notified the Director of Student Services?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Medical Needs or Accommodations Required: After the roster for the trip is finalized, I will review all medical alerts from the nurse's report. I will send a roster of all students who may attend to the nurse.	The staff member(s) attending this trip have completed "I'm Ready" training in PDMS for the administration of a medication <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<p><u>Cheryl L. Rash, APRN</u> Sep 5, 2024 <small>Cheryl L. Rash, APRN (Sep 5, 2024 09:28 EDT)</small></p>
	<p>School Nurse Signature Date</p>

CHILD NUTRITION SERVICES

Has the school cafeteria manager been notified of this trip? Yes No

Will the students be eating lunch at the school on the date(s) of the trip? Yes No *If yes, will they need an alternative lunch time?* Yes No

Are you requesting any bag lunches or other food for this trip? Yes No

If yes, please provide the date scheduled to discuss food details with your school cafeteria manager. Date:

TRANSPORTATION SERVICES

Will transportation be needed? Yes No *If yes, continue specifying details in the section below:*

Note: School buses have 24 seats. Elementary students can sit three to a seat. Coach buses have between 47-57 seats depending on size. District vans can accommodate up to 7 passengers including the driver. District employees can drive district vehicles, but must submit DMV personal information release form and separate request for district vehicle form.

What type of transportation will be used?	How many are needed?	Trip Details	
<input checked="" type="checkbox"/> School Bus <i>(local destinations only)</i>	1	Departure Time from School:	9am
<input type="checkbox"/> Coach Bus		Bus Departure Location:	Band Room
<input type="checkbox"/> Alternative transportation <i>(flight, train)</i>		Amount of Time At Location:	5 hrs
<input type="checkbox"/> Specialized transportation <i>(lift bus, van)</i> <small><i>If selected, provide additional notes:</i></small>		Departure Time from Location:	5pm
		Return Time to School:	9pm
		Bus Return Location:	Band Room

Please indicate departure time in the event of a school delay: Adjust Departure Time to: N/A
 Cancel

Supervisor of Transportation Signature: *Jon LoBiondo*
Jon LoBiondo (Sep 8, 2024 10:32 EDT)

Date **Sep 5, 2024**

FIELD TRIP COSTS & FUNDING

Service	Estimated Funding Costs <small><i>Please include details, e.g., how did you calculate total cost?</i></small>	Funding Program <small><i>If other, please include notes.</i></small>
Transportation	\$1,025.48 (\$68.36 startup, \$600 miles, \$257.12 driver fee)	<input type="checkbox"/> Perkins <input type="checkbox"/> 509 <input checked="" type="checkbox"/> Student Activities <input type="checkbox"/> School Budget <input type="checkbox"/> Other:
Meals	students will bring their own money	<input type="checkbox"/> Perkins <input type="checkbox"/> 509 <input type="checkbox"/> Student Activities <input type="checkbox"/> School Budget <input type="checkbox"/> Other:
Other Expenses	Tickets - \$660	<input type="checkbox"/> Perkins <input type="checkbox"/> 509 <input type="checkbox"/> Student Activities <input type="checkbox"/> School Budget <input type="checkbox"/> Other:
Individual Student Expenses	\$40 per student, plus money for meals	<input type="checkbox"/> Perkins <input type="checkbox"/> 509 <input type="checkbox"/> Student Activities <input type="checkbox"/> School Budget <input type="checkbox"/> Other:
Total Cost	\$1,685.48	

APPROVAL SIGNATURES

Approval Sequence *Field trips will be approved in the following order. Field trips not approved at one level will not advance to the next level (no appeals). For all overnight field trips (except where a group of students advances in a sequential activity such as a contest) a final cost summary and detailed itinerary must be submitted 30 days prior to the field trip. Incomplete forms will not be processed.*

	Approved?	Signature	Date
Principal:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<u><i>Seth Buford</i></u> <small>Seth Buford (Sep 5, 2024 11:17 EDT)</small>	Sep 5, 2024
Chief Academic Officer:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<u><i>Kelly Carvajal Hageman</i></u> <small>Kelly Carvajal Hageman (Sep 9, 2024 09:25 EDT)</small>	Sep 5, 2024
Superintendent:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<u><i>Bridget Amory</i></u> <small>Bridget Amory (Sep 9, 2024 09:27 EDT)</small>	Sep 5, 2024

Completed by District Office Staff: Board Approval Date *(if necessary):* September 16, 2024

Documents Received: Student Roster Yes No
Itinerary Yes No Transportation Quote Yes No





FIELD TRIP REQUEST FORM

Directions: All teachers and others seeking to take students on a field trip must obtain permission. This form must be completed in its entirety and submitted **using the SUBMIT button at the bottom of this form**. Submitting this form will open a draft email to an executive secretary with your completed form attached. Send the email and the executive secretary will assign the form to the appropriate staff members for review and signatures. The order of signatures will be as follows: first, building level school nurse and special education coordinator, the Supervisor of Transportation, the building principal, the Chief Academic Officer, and finally, the Superintendent. *If you run out of room you may attach additional documents to your request form (i.e.: detailed itinerary, instructional activities aligned with the trip, student rosters, etc.). Any incomplete forms will not be processed.*

GENERAL INFORMATION

School Name	Milford High School	Date of Request	Date of Field Trip
Field Trip Coordinator	Julie Keefer	8.22.24	Oct. 16
Coordinator Contact Information	Phone: 302.362.8842	Departure Time	Return Time
	Email: jkeefe@msd.k12.de.us	6:00AM	3:30 PM
Grade Level(s)	9-12	Location and Duration	
Destination: Please identify the facility name and address	Rowan University Tenor/Bass Festival 01 Mullica Hill Rd, Glassboro, NJ 08028	Days Missed <u>1</u>	Total #
		<input type="checkbox"/> In-State <input checked="" type="checkbox"/> Out of State <input type="checkbox"/> Overnight <input type="checkbox"/> Within normal school day <input checked="" type="checkbox"/> Beyond normal school hours	Students 12 Staff 1 Chaperones 0

LEARNING AND ACCESSIBILITY

- This trip is aligned to standards
- Students will have prior exposure to be prepared for the trip.
- Students will synthesize learning after the trip.

Instructional Content Alignment:

Please briefly explain the trip's alignment to grade level content and your pre/post trip plans (may attach documents if necessary)

Male students will be have the opportunity to develop vocal skills while singing with 500 other male voices. They will learn vocal & Choral Techniques and develop musicianship.

- I understand district policy is that all students have access to field trips.
- I understand that all students (e.g., students with disabilities, Multilingual Learners, etc.) must have the appropriate supports they need for the trip.
- I have communicated with the school-level Special Education Coordinator to ensure all required student accommodations are met

Accommodations Required:

Please briefly explain any accommodations that will be provided to meet the needs of all students.

TBD based upon students committed to attending.

Special Education Coordinator Signature Date 9/12/24

PARENT INVOLVEMENT & BACKGROUND CHECKS

Will any adults be chaperoning with "direct and unmonitored contact" with students? Yes No *If yes, how many?*

ALL parents & volunteers must have their identification scanned through Raptor in the school's main office at least 1 week prior to field trip. 0

MEDICAL CONSIDERATIONS

Closest Medical Facility: Please identify the facility name, address, & phone #
 Inspira Health Center Glassboro 200 Rowan Blvd, Glassboro, NJ 08028
 800) 467-7472

Has the roster of students been shared, and any medical concerns addressed? Yes No

Will an on-site nurse be required for this field trip? Yes No *If yes, have you notified the Director of Student Services?* Yes No

Medical Needs or Accommodations Required:
 TBD based upon students attending
 The staff member(s) attending this trip have completed "I'm Ready" training in PDMS for the administration of a medication Yes No

School Nurse Signature Date 9/12/24

CHILD NUTRITION SERVICES

Has the school cafeteria manager been notified of this trip? Yes No

Will the students be eating lunch at the school on the date(s) of the trip? Yes No *If yes, will they need an alternative lunch time?* Yes No

Are you requesting any bag lunches or other food for this trip? Yes No

If yes, please provide the date scheduled to discuss food details with your school cafeteria manager. Date:

TRANSPORTATION SERVICES

Will transportation be needed? Yes No *If yes, continue specifying details in the section below:*

Note: School buses have 24 seats. Elementary students can sit three to a seat. Coach buses have between 47-57 seats depending on size. District vans can accommodate up to 7 passengers including the driver. District employees can drive district vehicles, but must submit DMV personal information release form and separate request for district vehicle form.

What type of transportation will be used?	How many are needed?	Trip Details	
<input type="checkbox"/> School Bus <i>(local destinations only)</i>	(1)	Departure Time from School:	6:00AM
<input type="checkbox"/> Coach Bus		Bus Departure Location:	HS Band room
<input type="checkbox"/> Alternative transportation <i>(flight, train)</i>		Amount of Time At Location:	1 days
<input type="checkbox"/> Specialized transportation <i>(lift bus, van)</i> <small><i>If selected, provide additional notes:</i></small>		Departure Time from Location:	2:00 PM
NOTE: We are coordinating to travel with Cape Henlopen HS		Return Time to School:	3:30 PM
		Bus Return Location:	HS Band Roo

Please indicate departure time in the event of a school delay: Adjust Departure Time to: 8:30 AM
 Cancel

Supervisor of Transportation Signature: [Signature] Date

FIELD TRIP COSTS & FUNDING

Service	Estimated Funding Costs <small><i>Please include details, e.g., how did you calculate total cost?</i></small>	Funding Program <small><i>If other, please include notes.</i></small>
Transportation	\$500 (see above)	<input type="checkbox"/> Perkins <input type="checkbox"/> 509 <input checked="" type="checkbox"/> Student Activities <input type="checkbox"/> School Budget <input type="checkbox"/> Other:
Meals	0	<input type="checkbox"/> Perkins <input type="checkbox"/> 509 <input type="checkbox"/> Student Activities <input type="checkbox"/> School Budget <input type="checkbox"/> Other:
Other Expenses	\$18 Registration, lunch	<input type="checkbox"/> Perkins <input type="checkbox"/> 509 <input checked="" type="checkbox"/> Student Activities <input type="checkbox"/> School Budget <input type="checkbox"/> Other:
Individual Student Expenses	\$40	<input type="checkbox"/> Perkins <input type="checkbox"/> 509 <input checked="" type="checkbox"/> Student Activities <input type="checkbox"/> School Budget <input checked="" type="checkbox"/> Other:
Total Cost	\$500	

APPROVAL SIGNATURES

Approval Sequence *Field trips will be approved in the following order. Field trips not approved at one level will not advance to the next level (no appeals). For all overnight field trips (except where a group of students advances in a sequential activity such as a contest) a final cost summary and detailed itinerary must be submitted 30 days prior to the field trip. Incomplete forms will not be processed.*

	Approved?	Signature	Date
Principal: <u>[Signature]</u>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		9-12-24
Chief Academic Officer:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<u>[Signature]</u>	9-13-24
Superintendent:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

Completed by District Office Staff: Board Approval Date *(if necessary):* 9/16/24

Documents Received: Student Roster Yes No
Itinerary Yes No Transportation Quote Yes No



SUBMIT

Student Services and School Climate and Safety Update



Our Safety Team



John Knudsen
MCA



Angie Garnsey
Morris



Ed Huey
Substitute



George Godwin
MHS



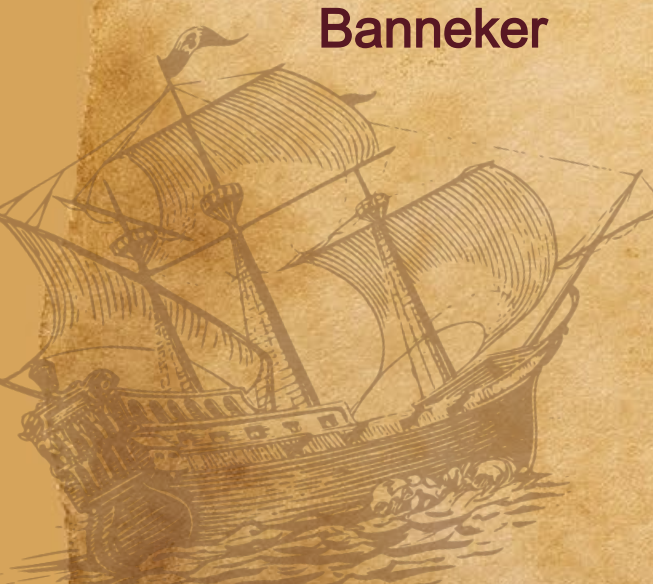
Troy Crowson
Banneker



Anthony (Phil) Davis
Lulu Ross



Two Milford PD SROs



STUDENT SERVICES

SPECIAL EDUCATION

- Secondary Supervisor of Specialized Programs
- Building-level Special Education Coordinators
- Related Services Staff
- Teachers & Support Staff

504 SERVICES

- Building Level 504 Leads
- District Administrators
- District Counselors
- Support Staff

NURSES & HEALTH SERVICES

- District-level Lead Nurse (Float Nurse)
- Building-level School Nurses
- Substitute Nurses

SCHOOL COUNSELORS

- Elementary Lead Counselor
- Secondary Lead Counselor
- Building-level counselors
- Career Counselors
-

OUTSIDE COUNSELORS AND MH SUPPORTS

- Contracted Counseling Providers who work with students - some work with their own clients, others work with student we identify
- Community Mental Health Partners
- In/Out-Patient Mental Health

CURRICULUM SUPPORT AND INTERVENTIONS

- District MTSS Specialist- Works with all stakeholders to create systems that ensure a systematic approach to high-quality, tiered interventions for struggling students.

PRE & POST EDUCATIONAL TRANSITION SERVICES

- EC Coordinator -Early Childhood Intervention- Birth-3 Transition Support -
- Secondary Transition Coordinator- 18-22 Post-secondary Programs and Services

FAMILY SUPPORT SERVICES

- Visiting Teacher (Truancy), McKinney-Vento (Homeless)/Foster Care Liaison
- Family Service Interventionists
- Licensed Clinical Social Workers



Completed Safety Goals...

- **CRASE Violent intruder response training for all district employees.**
- **Updated emergency response guide and incident command structure and identified rally points for all schools.**
- **Identified and labeled hard corners in all schools**
- **Vision panel covers for all classroom and office doors.**
- **Safety bags for all classrooms and offices.**
- **Behavioral threat assessment and suicide risk assessment process and electronic dashboard implemented in all schools and trained admin and appropriate student service staff**
- **Constables in all schools.**
- **Continued collaboration with Milford PD.**
- **Collaboration with community stakeholders in creating a reunification plan.**
- **Ongoing safety training and assessments for our staff and campuses.**



Completed Student Services and Climate Goals...

- Collaborated on a District Multi -tiered Systems of Support (MTSS) Framework and Procedures Manual for Academic and Social and Emotional Learning (SEL)
- Introduced District SEL Curriculum and Intervention Program
- Established District Timelines for Screenings, Meetings, Intervention Cycles & Progress Monitoring
- Trained Administrators and Staff on New Procedures During Start of Year PD
- Ensured that Counselors Have Dedicated Time to Provide Tier 1 & Tier 2 Interventions to Students
- Updated Attendance Policy to Meet State Guidelines
 - a. Currently working to update district attendance policy in order to include it as part of our MTSS process
- Updated Dress Code
- Hire Licensed Clinical Social Workers at Secondary Campus
- Identified a new universal screening assessment for SEL that is effective and efficient



24/25 School Climate and Safety Goals...

- **School Climate and Safety Council with internal and External Stakeholders**
- **Continue to train on incident command and emergency response for our safety teams**
- **Individual classroom safety plans for all staff**
- **Create and disseminate a Media campaign around safety and emergency response for students and families**
- **Streamline Efficient and effective discipline response for all schools,**
- **Track data to identify areas of growth for all schools, ongoing bi -monthly meetings with school teams**
- **Complete CPTED assessments in all schools**



24/25 School Climate and Student Services Joint Project

- Implement a Transition & Discipline Room Pilot at MCA

The BRIDGES Room: Building Resilience, Independence, and Discipline through Guidance and Empowerment for Success.

- **Building:** Fostering learning opportunities that build strong foundational skills.
- **Resilience:** Fostering the ability to recover from adversity and setbacks.
- **Independence:** Promoting self-sufficiency and personal responsibility.
- **Discipline:** Fostering personal growth by practicing good judgment and composure.
- **Guidance:** Providing mentorship, counseling, and direction throughout transitions.
- **Empowerment:** Enabling students to take control of their own lives and futures.
- **Success:** Providing the tools for all students to transition successfully into school.

24/25 School Climate and Student Services Goals...

- **School Climate and Safety Council with internal and External Stakeholders**
- **Continue to train on incident command and emergency response for our safety teams**
- **Individual classroom safety plans for all staff**
- **Create and disseminate a Media campaign around safety and emergency response for students and families**
- **Streamline Efficient and effective discipline response for all schools,**
- **Track data to identify areas of growth for all schools, ongoing bi -monthly meetings with school teams**
- **Complete CPTED assessments in all schools**
- **Continue to assess needs of Tier 3 SEL students and identify ways to provide support**
- **Work to collaborate with our outside MH agencies to provide better transition supports to students who re -enter school settings after IP MH care**
- **Use Anchor Time to provide instruction for all students in required SEL content areas**

Thank You



MILFORD SCHOOL DISTRICT
Fiscal Year 2025 Monthly Revenue Report
As of August 31, 2024
16.6% of the Fiscal Year completed

REVENUE SOURCE	Preliminary FY 2025 Budget	Actual to date	% received
STATE FUNDS			
Formula Salaries	35,599,968.05	34,554,860.00	97.06%
Cafeteria Salaries	639,693.00	573,140.00	89.60%
Division II, All Other Costs	844,206.40	211,616.00	25.07%
Division II, All Other Costs - VOC	98,778.50	87,158.00	88.24%
Division II, Energy	862,232.00	776,009.00	90.00%
Division III, Equalization	6,251,388.00	5,565,746.00	89.03%
State Transportation	4,215,330.42	2,107,666.00	50.00%
Homeless Transportation	454,736.40	537,492.00	118.20%
Foster Care Transportation	78,532.35	71,196.00	90.66%
Transportation Supply	1,000.00	1,000.00	100.00%
Related Services Cash Option	189,705.15	293,092.00	154.50%
Drivers' Education	19,693.65	20,852.00	105.88%
Unique Alternatives	346,924.70	-	0.00%
Professional Development	-	21,084.00	
Delaware Sustainment Fund	823,122.00	739,973.00	89.90%
Technology Block Grant	93,636.00	99,032.00	105.76%
World Language Expansion	25,000.00	-	
Education Opportunity Grant	1,970,924.40	2,584,339.84	131.12%
Education Opportunity Grant - Mental Health	436,848.00	463,657.00	106.14%
Student Success Block Grant - Reading	344,620.00	374,860.00	108.77%
Mental Health Block Grant Grades 9-12	-	283,418.00	
Year Long Teacher Residencies	37,131.40	-	0.00%
Substitute Reimbursement- Paid Parental Leave	41,214.00	30,334.00	73.60%
School Safety and Security	246,471.95	-	0.00%
CPR Instruction/Child Safety Awareness	-	9,190.00	
Athletic Trainer Block Grant	-	59,867.00	
Minor Capital Improvements	521,502.00	-	0.00%
Major Capital Improvements	-	-	
TOTAL STATE FUNDS	54,142,658.37	49,465,581.84	91.36%
LOCAL FUNDS			
Current Expense (tax rate)	9,851,690.00	83,036.69	0.84%
Current Expense (capitations)	200.00	-	0.00%
Debt Service	2,300,000.00	129,822.90	5.64%
Debt Service - County Impact Fees	92,500.00	-	0.00%
Tuition	1,400,000.00	13,432.32	0.96%
Minor Capital Improvements	347,668.00	2,649.02	0.76%
Interest	1,350,000.00	312,087.43	23.12%
Athletics	32,500.00	-	0.00%
CSCRIP	45,000.00	29,254.07	65.01%
Indirect Costs	75,000.00	49,516.32	66.02%
Cafeteria	2,700,000.00	112,364.74	4.16%
Social Studies Coalition/Donations	98,500.00	22,089.77	22.43%
Building Rental	2,000.00	-	0.00%
Net Choice Billings	(209,563.67)	-	0.00%
Net Charter Billings	(202,385.26)	-	0.00%
Tuition Billings	(2,100,000.00)	-	0.00%
Other Local Revenue	35,000.00	6,716.71	19.19%
Education Opportunity Match	-	-	
Extra Time Local Match	-	-	
Reading and Match Specialist Match	-	-	
Technology Maintenance Match	-	-	
Major Capital Improvements	-	-	
TOTAL LOCAL FUNDS	15,818,109.07	760,969.97	4.81%
FEDERAL FUNDS			
IDEA Part B	1,292,973.00	-	0.00%
IDEA - Preschool	58,844.00	-	0.00%
Title I	1,805,919.00	-	0.00%
Title II	346,873.00	-	0.00%
Title III English Acquisition	108,406.00	-	0.00%
Title IV	215,270.00	-	0.00%
Perkins	127,837.00	-	0.00%
Other federal revenue	-	-	
TOTAL FEDERAL/OTHER FUNDS	3,956,122.00	-	0.00%
GRAND TOTAL ALL FUNDS	73,916,889.44	50,226,551.81	67.95%

Milford School District
Monthly Report of Expenditures
For the month ended August 31, 2024

Operating Unit	Budget Line	Preliminary Budget			Budget Remaining	%
		Amount	Encumbered	Expended		
9180668A	Benjamin Banneker Elementary School	\$ 55,441.25	12,623.89	1,340.32	\$ 41,477.04	74.81%
9180670A	Evelyn I. Morris Early Childhood Center	\$ 54,910.00	4,183.60	2,352.92	\$ 48,373.48	88.10%
9180672A	Lulu M. Ross Elementary School	\$ 74,311.25	4,110.53	2,314.25	\$ 67,886.47	91.35%
9180673A	Mispillion Elementary School	\$ 59,840.00	7,907.66	2,355.36	\$ 49,576.98	82.85%
9180675A	Milford Central Academy	\$ 111,681.50	10,487.54	954.84	\$ 100,239.12	89.75%
9180678A	Milford Senior High School	\$ 160,773.75	21,830.01	12,891.42	\$ 126,052.32	78.40%
99900000	Board Of Ed/District Expenses	\$ 9,000.00	-	-	\$ 9,000.00	100.00%
	School Resource Officer	\$ 15,000.00	-	-	\$ 15,000.00	100.00%
99900100	Legal Services, Audit and Insurance Premiums	\$ 100,000.00	11,070.69	9,019.31	\$ 79,910.00	79.91%
99900300	District Expenditures	\$ 100,000.00	1,587.33	21,500.47	\$ 76,912.20	76.91%
	School Safety and Security	\$ 246,471.95	159,635.00	365.00	\$ 86,471.95	35.08%
	Public Relations and Communication	\$ 40,000.00	-	9,177.23	\$ 30,822.77	77.06%
	Copy Center (District Wide)	\$ 135,000.00	141,315.27	21,188.85	\$ (27,504.12)	-20.37%
99910100	Superintendent	\$ 1,500.00	-	225.00	\$ 1,275.00	85.00%
99920000	World Language Immersion (State Grant)	\$ 25,000.00	-	-	\$ 25,000.00	
	Student Success Block Grant (Reading)	\$ 344,620.00	-	-	\$ 344,620.00	100.00%
	Opportunity Grant Mental Health	\$ 436,848.00	-	-	\$ 436,848.00	100.00%
	Education Opportunity Grant	\$ 1,970,924.40	-	-	\$ 1,970,924.40	100.00%
	Summer School	\$ 30,000.00	-	-	\$ 30,000.00	100.00%
	Translators	\$ 10,000.00	-	2,071.93	\$ 7,928.07	79.28%
	Extra Time Programs	\$ 30,000.00	-	-	\$ 30,000.00	100.00%
	Curriculum and Instruction	\$ 150,000.00	32,184.75	515.40	\$ 117,299.85	78.20%
99920700	Athletics - High School	\$ 220,000.00	15,400.00	63,940.78	\$ 140,659.22	63.94%
	Athletics - Milford Central Academy	\$ 46,500.00	1,072.75	7,363.42	\$ 38,063.83	81.86%
99920800	Driver's Education	\$ 19,693.65	-	-	\$ 19,693.65	100.00%
99930200	Tuition - Special Services	\$ 330,000.00	-	63,360.32	\$ 266,639.68	80.80%
	Tuition - Special Services - ILC	\$ 275,000.00	966.46	29,175.59	\$ 244,857.95	89.04%
	Unique Alternatives (State Funds)	\$ 346,924.70	-	-	\$ 346,924.70	100.00%
99930300	Special Services	\$ 59,500.00	36,722.05	10,524.64	\$ 12,253.31	20.59%
	Special Services - State Related Services	\$ 189,705.15	178,688.00	-	\$ 11,017.15	5.81%
99940100	Contingencies and One-Time Items	\$ 425,000.00	28,248.97	22,431.04	\$ 374,319.99	88.08%
99940200	Division I/Formula Salaries	\$ 35,641,182.04	-	5,959,732.61	\$ 29,681,449.43	83.28%
99940300	Division II - Vocational	\$ 98,778.50	392.18	2,184.54	\$ 96,201.78	97.39%
99940400	Division III/Local Salaries	\$ 13,108,962.94	-	1,903,609.89	\$ 11,205,353.05	85.48%
	Union agreed Limited Contracts	\$ 385,000.00	-	2,196.41	\$ 382,803.59	99.43%
99940500	Title I	\$ 1,805,919.00	-	-	\$ 1,805,919.00	100.00%
	Title II	\$ 346,873.00	-	-	\$ 346,873.00	100.00%
	Title III	\$ 108,406.00	-	-	\$ 108,406.00	100.00%
	Title IV	\$ 215,270.00	-	-	\$ 215,270.00	100.00%
	IDEA Part B	\$ 1,292,973.00	-	-	\$ 1,292,973.00	100.00%
	IDEA Preschool	\$ 58,844.00	-	-	\$ 58,844.00	100.00%
	Perkins	\$ 127,837.00	-	-	\$ 127,837.00	100.00%
99940600	Insurance Expense	\$ 142,000.00	15,460.00	-	\$ 126,540.00	89.11%
99940700	District Donations	\$ 98,500.00	-	12,500.00	\$ 86,000.00	87.31%
99940810	Technology Equipment & Repair	\$ 286,000.00	8,722.40	70,136.25	\$ 207,141.35	72.43%
	Technology Block Grant	\$ 93,636.00	19,436.58	-	\$ 74,199.42	79.24%
99940900	Tuition Reimbursement - Administration	\$ 15,000.00	-	-	\$ 15,000.00	100.00%
	Tuition Reimbursement	\$ 70,000.00	-	-	\$ 70,000.00	100.00%
99950000	Personnel/Human Resources	\$ 10,000.00	560.10	941.11	\$ 8,498.79	84.99%
99960000	Child Nutrition Operations	\$ 2,766,553.00	697,644.86	334,694.26	\$ 1,734,213.88	62.69%
	Cafeteria Salaries	\$ 573,140.00	-	114,002.20	\$ 459,137.80	80.11%
99960100	Facilities Maintenance	\$ 90,000.00	-	16,690.11	\$ 73,309.89	81.46%
	Custodial Services and Supplies	\$ 150,000.00	330.00	42,881.37	\$ 106,788.63	71.19%
99960200	Operations and Utilities	\$ 462,282.00	41,305.31	62,565.09	\$ 358,411.60	77.53%
	Energy Division II	\$ 862,232.00	100,000.00	-	\$ 762,232.00	88.40%
99960300	State Transportation	\$ 4,215,330.42	-	-	\$ 4,215,330.42	100.00%
	State Homeless Transportation	\$ 454,736.40	-	-	\$ 454,736.40	100.00%
	State Foster Transportation	\$ 78,532.35	-	-	\$ 78,532.35	100.00%
	Transportation Supplies	\$ 1,000.00	-	-	\$ 1,000.00	100.00%
99960400	Transportation Internal Budget (Local)	\$ 23,000.00	600.00	5,067.19	\$ 17,332.81	75.36%
	Local Activities Transportation	\$ 2,000.00	-	-	\$ 2,000.00	100.00%
	Local Homeless Transportation Match	\$ 50,526.27	-	10,145.80	\$ 40,380.47	79.92%
	Local Transportation Match	\$ 467,435.05	-	190.00	\$ 467,245.05	99.96%
Total Operating Budget		\$ 70,175,594.57	\$ 1,552,485.93	\$ 8,820,604.92	\$ 59,802,503.72	85.22%
99970000	Local Debt Service	\$ 2,106,795.45	-	88,911.35	\$ 2,017,884.10	95.78%
99970200	Minor Capital Improvements	\$ 869,170.00	-	-	\$ 869,170.00	100.00%
Total Capital Budget		\$ 2,975,965.45	\$ -	\$ 88,911.35	\$ 2,887,054.10	97.01%
Grand Total		\$ 73,151,560.02	\$ 1,552,485.93	\$ 8,909,516.27	\$ 62,689,557.82	85.70%

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

Milford Middle School Project

EXPENDITURE												
VENDOR	VENDOR ID	BID #	PO Number	Contract Total	Contract Change		New Contract Total	Current Encumbrance	Expended to date	Contract Balance		
					Orders							
Construction												
Zack Excavating Inc	27581	B-1	677961	\$ 3,495,949.00	\$ 61,483.69	\$	\$ 3,557,432.69	\$ 2,122,370.96	\$ 1,277,561.73	\$ -	\$ 3,399,932.69	
<i>Expense Reduction - CTF Funding (Zack Excavating)</i>							<i>(462,500.00)</i>		<i>(157,500.00)</i>		<i>(157,500.00)</i>	
Blue Heron Contracting Inc	650093	B-4	677958	\$ 1,590,069.00		\$	\$ 1,590,069.00	\$ 604,563.86	\$ 985,505.14	\$ -	\$ 1,590,069.00	
L. Wilson Masonry Inc	244015	B-5	677956	\$ 2,960,000.00	\$ 25,675.40	\$	\$ 2,985,675.40	\$ 2,118,401.89	\$ 867,273.51	\$ -	\$ 2,985,675.40	
Delmarva Veteran Builder	317909	B-7	677955	\$ 5,149,786.00	\$ (61,468.00)	\$	\$ 5,088,318.00	\$ 4,020,149.29	\$ 1,068,168.71	\$ -	\$ 5,088,318.00	
Quality Exteriors Inc	26893	B-8	677952	\$ 2,324,188.00	\$ (49,800.00)	\$	\$ 2,274,388.00	\$ 1,990,684.75	\$ 283,703.25	\$ -	\$ 2,274,388.00	
Selma Inc DBA Salisbury Door & Hardware	28649	B-9	677948	\$ 596,815.00		\$	\$ 596,815.00	\$ 505,615.00	\$ 91,200.00	\$ -	\$ 596,815.00	
Walker & Laberge of Delaware Inc.	31519	B-10	677945	\$ 2,172,000.00		\$	\$ 2,172,000.00	\$ 2,144,925.00	\$ 27,075.00	\$ -	\$ 2,172,000.00	
Master Interiors Inc	26048	B-12	677943	\$ 698,097.00		\$	\$ 698,097.00	\$ 688,597.00	\$ 9,500.00	\$ -	\$ 698,097.00	
Jamestown Painting & Decorating Inc	26542	B-14	677941	\$ 585,570.00		\$	\$ 585,570.00	\$ 585,570.00	\$ -	\$ -	\$ 585,570.00	
Modular Concepts Inc	26631	B-15	677940	\$ 550,000.00		\$	\$ 550,000.00	\$ 550,000.00	\$ -	\$ -	\$ 550,000.00	
11400 Inc	137841	B-16	677938	\$ 878,000.00		\$	\$ 878,000.00	\$ 865,460.00	\$ 12,540.00	\$ -	\$ 878,000.00	
Ralph G. Degli Obizzi & Sons, Inc	24941	B-17	677936	\$ 8,375,000.00		\$	\$ 8,375,000.00	\$ 5,976,520.14	\$ 2,398,479.86	\$ -	\$ 8,375,000.00	
Bear Industires Inc	25487	B-18	677928	\$ 879,150.00		\$	\$ 879,150.00	\$ 784,230.75	\$ 94,919.25	\$ -	\$ 879,150.00	
Continental Electrical Services Inc	125778	B-19	677931	\$ 4,015,000.00		\$	\$ 4,015,000.00	\$ 3,596,348.30	\$ 418,651.70	\$ -	\$ 4,015,000.00	
Peninsula Acoustical Co. Inc.	24549	B-20	677925	\$ 1,030,000.00		\$	\$ 1,030,000.00	\$ 1,017,460.00	\$ 12,540.00	\$ -	\$ 1,030,000.00	
North East Contractors Inc	28982	B-11	678374	\$ 4,140,000.00	\$ 87,375.32	\$	\$ 4,227,375.32	\$ 3,862,369.25	\$ 365,006.07	\$ -	\$ 4,227,375.32	
RC Fabricators	26366	B-6	678391	\$ 4,670,000.00		\$	\$ 4,670,000.00	\$ 2,346,585.00	\$ 2,323,415.00	\$ -	\$ 4,670,000.00	
Flooring Solutions, Inc	28899	B-13	687909	\$ 2,404,266.00		\$	\$ 2,404,266.00	\$ 2,313,154.15	\$ 91,111.85	\$ -	\$ 2,404,266.00	
CM												
Richard Y Johnson & Son Inc	24881		605301	\$ 3,731,124.00	\$ 80,000.00	\$	\$ 3,811,124.00	\$ 1,813,726.34	\$ 1,997,397.66	\$ -	\$ 3,811,124.00	
Architect												
Buck Simperts Architect and Associates	25833		612154	\$ 4,473,229.00		\$	\$ 4,473,229.00	\$ 636,190.67	\$ 3,837,038.33	\$ -	\$ 4,473,229.00	
Environmental and Demo												
DIS Associates	701815		664108	\$ 1,296,787.00	\$ 44,350.00	\$	\$ 1,341,137.00	\$ 23,528.44	\$ 1,317,608.56	\$ -	\$ 1,341,137.00	
Modulus LLC	671154		648148	\$ 1,140,425.00		\$	\$ 1,140,425.00	\$ -	\$ 1,140,425.00	\$ -	\$ 1,140,425.00	
Other												
A3 Communications (Advantech) Construction Funded			678196			\$	\$ 3,413,950.00	\$ 3,413,950.00	\$ -	\$ -	\$ 3,413,950.00	
Magnum Electronics Radio Repeater			695443			\$	\$ 10,729.01	\$ 10,729.01	\$ -	\$ -	\$ 10,729.01	
L&W Insurance			Dir. Claim	\$ 95,786.00		\$	\$ 95,786.00	\$ -	\$ 95,786.00	\$ -	\$ 95,786.00	
Auditors Office			Dir. Claim	\$ 88,558.90		\$	\$ 88,558.90	\$ -	\$ 88,558.90	\$ -	\$ 88,558.90	
Total Project				\$57,339,799.90	\$187,616.41		\$60,489,595.32	\$41,991,129.80	\$18,645,965.52	\$ -	\$60,637,095.32	
								<i>Total Per DSC</i>	\$ 41,991,129.80	\$ 18,645,965.52	\$ -	\$ 60,637,095.32
								<i>Difference</i>	\$ -	\$ -	\$ -	\$ -
											\$ 60,637,095.32	
											<i>Balance</i>	\$ 11,633,404.68
REVENUE												
FISCAL YEAR	BOND NO.	DATE OF ISSUANCE	PROJECT	STATE	LOCAL	TOTAL REVENUE						
2022	Local Bond 239	3/2/2022	Milford Middle School	\$ 4,963,300.00	\$ 1,743,900.00	\$ 6,707,200.00						
2023	Local Bond 240	5/10/2023	Milford Middle School	\$ 35,416,900.00	\$ 12,443,701.00	\$ 47,860,601.00						
2024	TBD	May 2024.	Milford Middle School	\$ 2,000,000.00	\$ 702,699.00	\$ 2,702,699.00						
Market Pressure Funding			Milford Middle School	\$ 11,100,000.00	\$ 3,900,000.00	\$ 15,000,000.00						
TOTAL REVENUE BUDGET				\$ 53,480,200.00	\$ 18,790,300.00	\$ 72,270,500.00						

MILFORD SCHOOL DISTRICT
Milford, Delaware 19963
POLICY

4323(a)

LOCAL SALARY SUPPLEMENT: CAFETERIA WORKERS

YEARS EXPERIENCE	LOCAL
0	2.40
1	2.43
2	2.44
3	2.45
4	2.49
5	2.52
6	2.53
7	2.57
8	2.58
9	2.60
10	2.61
11	2.62
12	2.65
13	2.69
14	2.70
15	2.72
16	2.72
17	2.72
18	2.72
19	2.72
20	2.81
21	2.81
22	2.81
23	2.81
24	2.81
25	2.87
26	2.87
27	2.87
28	2.87
29	2.87
30	2.87

Completion of two (2) prescribed Food Services Training Program Units sponsored by the Department of Public Instruction: (\$ 0.30) cents per hour added to local salary supplement.

Completion of four (4) prescribed Food Services Training Program Units sponsored by the Department of Public Instruction: (\$0.75) cents per hour added to local salary supplement.

Schools with more than 800 students qualify for an Assistant Manager: Additional \$2,000 stipend.

Schools with 800 students or less qualify for a Team Lead: Additional \$1,000 stipend.

ADOPTED: 1/19/81; 6/21/82; 8/20/84; 8/19/85; 8/25/86; 1/23/89; 10/23/89; 2/25/91; 6/21/93; 7/1/97; 7/1/99; 7/1/01; 11/24/03; 5/24/04; 5/23/05; 5/22/06; 5/21/07; 6/30/08

REVISED: 3/22/10; 6/20/11; 9/24/12; 07/08/13; 12/15/14, 10/19/15, 7/1/16, 7/1/18, 10/18/21, 6/26/23, 7/15/24; 9/16/24