

HOME of the BUCCANEERS

906 Lakeview Avenue Milford, DE 19963
Phone: (302) 422-1600

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

The Milford Board of Education will hold this meeting in-person at Milford Central Academy, 1021 N. Walnut Street, 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=mdd42d2dc17692bc5c2c36bcb6b3a3479>

Webinar Number: 2639 990 0676

Webinar Password: SUtrFvBJ353 (78873825 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: 263 999 00676

*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 November 18, 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 Milford Central Academy
 - B. Community Partner: Hertrich
10. ***Academic Excellence: Dr. Carvajal-Hageman and Dr. Kilgore***
 - A. 2025 Career and Technical Education Innovation Grant: Culinary and Hospitality Management
 - B. Student Growth Reports - Dr. Kilgore
 - C. Student Climate & Safety Update – Dr. Weller
11. ***Building Our Future: Dr. Sara Hale***
 - A. Monthly Revenue, Expenditure and Major Capital Reports as of November 30, 2024 **Action Item**
 - B. Construction Change Order Approval **Action Item**
12. ***Empowering and Investing in our People: Ms. Laura Manges***
 - A. Personnel **Action Item**
 - B. Administrator Contracts **Action Item**
13. **Board Discussion**
 - A. DSBA Updates
 - B. Recommended Revised Draft Board Policies for Action
 1. Revised Draft Board Policy 5111 Suicide Prevention **Action Item**
14. **Adjournment **Action Item****



MILFORD SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR BOARD MEETING
NOVEMBER 18, 2024

Board Members in Attendance	
Mr. Scott Fitzgerald 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 6:02 PM on Monday evening, November 18, 2024.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

MOTION MADE BY MRS. MASSOTTI/SECONDED BY DR. BROWNSTEIN to approve the Regular Meeting Minutes for October 21, 2024. **Motion passed unanimously.**

ADJOURNMENT TO EXECUTIVE SESSION

MOTION MADE BY MRS. CONNELL/SECONDED BY MRS. WYLIE to adjourn into Executive Session at 6:04 PM. **Motion passed unanimously.**

RETURN TO OPEN SESSION

MOTION MADE BY MRS. CONNELL/SECONDED BY DR. BROWNSTEIN to adjourn Executive Session at 7:22 PM. **Motion passed unanimously.**

CHANGES TO AGENDA

Remove 9A Unit Count Review

PUBLIC COMMENT

Ms. Deinert expressed concerns regarding the elementary grading system and current promotion policy.

Ms. Clifton stated that the standards-based growth charts are confusing, ranking is not helpful, there are multiple spelling errors on the report card and time limit for public comment should return to 5 minutes from 3 minutes.

Ms. Mantz expressed concern that there is no 5th grade promotion, no honor roll, and the new report card is confusing.

Ms. Wilkins stated that the current report does not give clarity of skills and lacks relevant data and rubrics.

Ms. Donald stated that parents do not understand how students are learning with the new report card.

SUPERINTENDENT'S REPORT

Dr. Amory thanked Banneker's administration and teachers for hosting the board meeting. On Thursday, November 21, 2024, nutrition services are providing a thanksgiving meal for staff and students.

Academic Excellence: Dr. Carvajal-Hageman Field Trip Approval

MOTION MADE BY MRS. CONNELL/SECONDED BY MRS. MASSOTTI to approve the field trip as presented. **Motion passed unanimously.**

Student Climate & Safety Update – Dr. Carvajal-Hageman

The School Culture & Climate Council held their first meeting. With the conclusion of the first marking period, they will be reviewing data. Administrators and constables will attend their first stop the bleed training on November 26, 2024.

Building Our Future: Dr. Hale Revenue, Expenditure and Major Capital Reports

MOTION MADE BY DR. BROWNSTEIN/SECONDED BY MRS. CONNELL to approve the Revenue, Expenditure and Major Capital Reports as of September 30, 2024. **Motion passed unanimously.**

Class Size and 98% Waiver

MOTION MADE BY MRS. WYLIE/SECONDED BY MRS. MASSOTTI to approve the Class Size and 98% Waiver with equal distribution of students in ML classes. **Motion passed.**

Dr. Brownstein: nay

Mrs. Connell: yea

Mrs. Massotti: yea

Mrs. Wylie: yea

Mr. Fitzpatrick: yea

Construction Change Order Approval

MOTION MADE BY MRS. MASSOTTI/SECONDED BY MRS. CONNELL to approve Construction Change Order(s). **Motion passed unanimously.**

Operations Presentation – Dr. Hale

Dr. Hale gave an overview of the operations department which includes financials/payroll, child nutrition, buildings and ground, transportation, and technology. The annual budget is approximately \$73 million. Milford Middle School anticipated completion is August 2025 and is currently on budget. Mr. Sharp presented a synopsis of the buildings and grounds department, current, and upcoming projects. Mr. LoBiondo gave an overview of the transportation department, bus contractors, and improvements. The transportation reconfiguration process for redistricting 2025-2026 is underway. On behalf of Mr. Richardson, Dr. Hale gave a synopsis of the technology department personnel, district technology initiatives and helpdesk analytics. Dr. Schneider gave an overview of the child nutrition department, programs, and current initiatives.

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

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

BOARD DISCUSSION

DSBA UPDATES

None

RECOMMENDED REVISED DRAFT BOARD POLICIES FOR ACTION

Revised Board Policy 3101 Facilities Management

MOTION MADE BY MRS. MASSOTTI/SECONDED BY DR. BROWNSTEIN to approve revised Board Policy 3101 Facilities Management. **Motion passed unanimously.**

ADJOURNMENT

MOTION MADE BY DR. BROWNSTEIN/SECONDED BY MRS. CONNELL that the Regular Meeting of the Milford Board of Education held on Monday, November 18, 2024, adjourned @ 8:26 pm.

Motion passed unanimously.

Bridget Amory, Ed.D., Executive Secretary

Theresa Blocker, Recording Secretary



MHS Culinary & Hospitality Management Pathway

Benefits of Adding the Pathway

- **2,800 Certifications were received by Delaware CTE students last year, with 80% of them being CPR and the ServSafe Manager Certification**
- **MHS has 95% of the equipment suggested for the Pathway already**
- **Extremely minimal transition from Food Science to Culinary**

- **End of Pathway Certification is same as Food Science (no changes)**
- **High number of our students are already working in the Culinary and Hospitality Industry**
- **Immediate access to the highest level of work based learning for this pathways (area restaurants)**
- **Willingness from community to provide opportunities to our students**

- **Students will be able to compete in ProStart and SkillsUSA competitions**
- **In-school (not WBL) fourth level class could be added for both pathways (Culinary and Hospitality) that could be split between classes to offer extending learning opportunities**
- **Culinary Class is in high demand**

Current Statistics for Culinary Pathway in Delaware

- **40.7%: African American**
 - **18%: Latino**
- **10%: Students with Disabilities**
- **33%: Low Income/Economically Disadvantaged**

This Pathway directly serves the student population at MHS

Additional Important Facts

- **There are currently 28 High Schools in Delaware offering this pathway**
- **Dual Enrollment classes available while in high school**
- **University of Delaware, Delaware Technical Community College, Wilmington University and Delaware State University all offer Higher Education of Culinary/Hospitality Management that our students can attend after high school**

Trina Stump

- **Started Dover High's Culinary Program**
- **Has current license to teach this pathway**
- **ServSafe Manager Certified**
- **Previously responsible for state food license and ongoing food inspections which allowed for catering and sales of food out of Culinary Classroom Kitchen**

- **Managed all district catering and Capital Cafe lunches**
- **Has attended four levels of ProStart Institute Trainings and has taught this curriculum for 9 years**
- **Led Culinary team to National ProStart Competition**


What we can bring to Milford High School



What we have accomplished already







**Milford has been awarded the
Innovation Grant from the State
of Delaware in the amount of
\$20,000 to put towards the new
Pathway**

Immediate Steps/Needs

- **Hot Water Booster**
- **Exhaust Fan/Fans**
- **2nd Hand Sink**
- **Range**
- **Griddle/Grill**
- **Washer/Dryer**
- **Shelving**
- **Larger/Additional Oven**

Future Needs/Wants

- **Expand Food Lab**
- **Commercial Dishwasher**
- **Storage Room**
- **Mop Sink**
- **Walk-in Cooler/Freezer**
- **Hood System**



STANDARDS BASED GRADING



Standards-Based Grading & Infinite Campus Growth Report for Grades K-5





Why Standards Based Grading?

- The purpose of a standards-based student growth report is to communicate a learner's proficiency level as they progress toward meeting the defined learning standards. Learning standards are the nationally established academic skills your child should know or be able to do by the end of the school year.

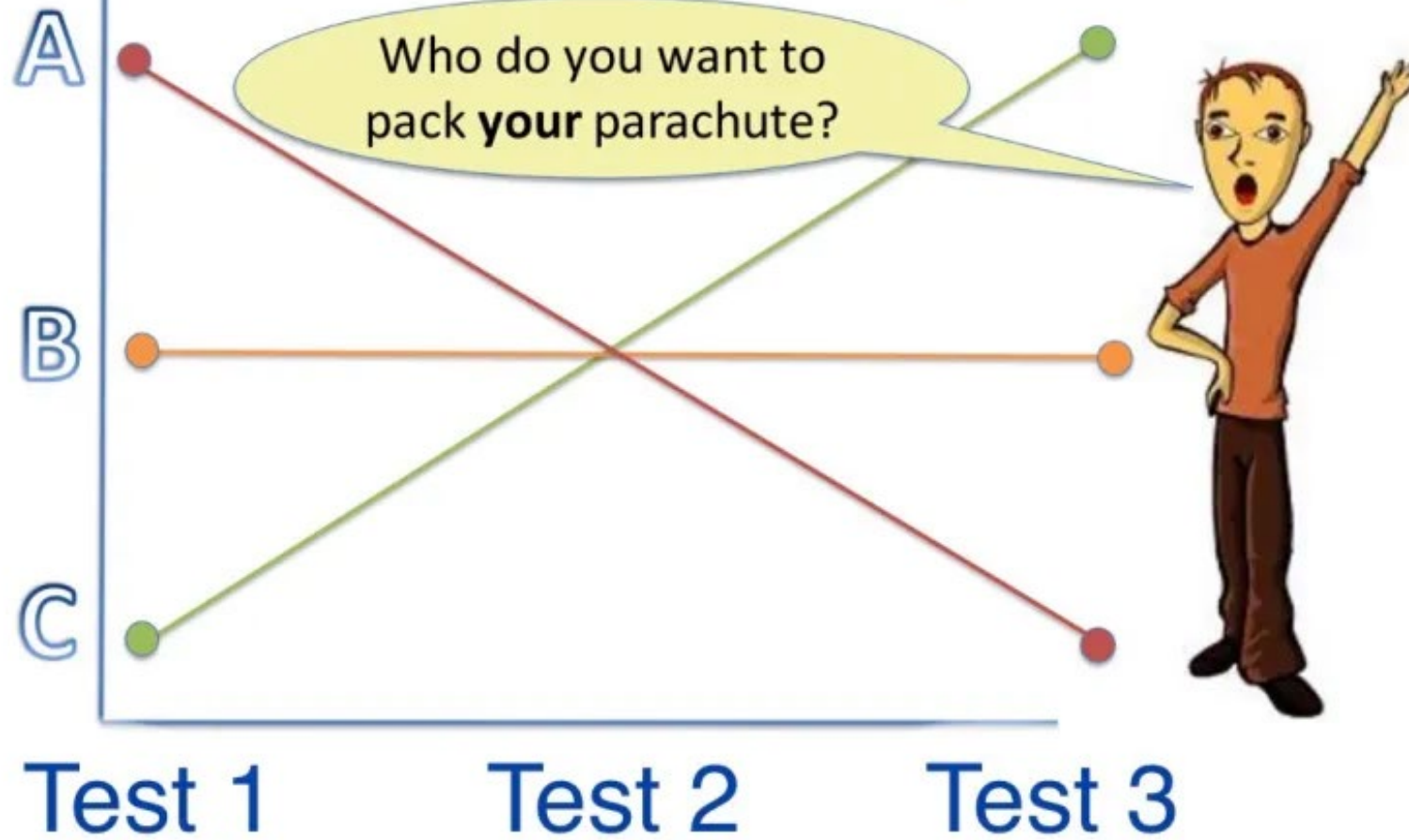
The student growth report fully aligns with the State of Delaware-approved Common Core Standards in English Language Arts, Mathematics, the Delaware Social Studies State Standards, and Next Generation Science Standards. The domains on the growth report do not reflect every standard taught and assessed throughout the school year. Rather, they reflect mastery levels of *prioritized* standards that are considered necessary for future academic success.

The growth report is designed to:

- align with current state standards;
- reflect student progress towards grade-level standards;
- be unique to the grade and the standards of that grade; and
- provide more objective evaluation according to consistent grade-level standards.



Parachute Packing Class





A Domain Example:

 [PRINT THIS PAGE](#)

Standards in this domain:

CCSS.MATH.CONTENT.3.NBTA.1

CCSS.MATH.CONTENT.3.NBTA.2

CCSS.MATH.CONTENT.3.NBTA.3

Use place value understanding and properties of operations to perform multi-digit arithmetic.¹

CCSS.MATH.CONTENT.3.NBTA.1

Use place value understanding to round whole numbers to the nearest 10 or 100.

CCSS.MATH.CONTENT.3.NBTA.2

Fluently add and subtract within 1000 using strategies and algorithms based on place value, properties of operations, and/or the relationship between addition and subtraction.

CCSS.MATH.CONTENT.3.NBTA.3

Multiply one-digit whole numbers by multiples of 10 in the range 10-90 (e.g., 9×80 , 5×60) using strategies based on place value and properties of operations.

¹ A range of algorithms may be used.

Standards for Mathematical Practice

Introduction

Kindergarten

Grade 1

Grade 2

Grade 3

Introduction

Operations & Algebraic Thinking

► **Number & Operations in Base Ten**

Number & Operations—Fractions¹

Measurement & Data

Geometry

Grade 4

Grade 5

Grade 6

Grade 7

Grade 8

High School: Number and Quantity

High School: Algebra

High School: Functions

High School: Modeling





Student: [REDACTED]
 Homeroom: [REDACTED]
 School: Ross Elem

Attendance Summary By Term:

M1	
Absent	Tardy
1	0

Academic Performance Level for Elementary Competencies	
Most of the Time	MT
Some of the Time	ST
With Support	WS
Not Yet	NY
Not Graded	NG

03 MATH				
	Term			
	M1	M2	M3	M4
Operations and Algebraic Thinking	ST			
Numbers in Base 10	MT			
Numbers and Operations Fractions	NG			
Measurement and Data	MT			
Geometry	NG			

03 READING				
	Term			
	M1	M2	M3	M4
LITERATURE AND INFORMATIONAL TEXT				
Reads Grade Level Text	ST			
Key Ideas and Details	NG			
Craft and Structure	ST			
Integration of Knowledge & Ideas	ST			

Parent/Guardian of [REDACTED]
[REDACTED]

03 READING				
	Term			
	M1	M2	M3	M4
Foundational Skills	ST			
Listening and Speaking	MT			
WRITING				
Evidence /Elaboration	ST			
Organization/Purpose	ST			
English Conventions (Spelling, Capitalization, Punctuation)	ST			

03 COMPETENCIES				
	Term			
	M1	M2	M3	M4
BEHAVIORS THAT SUPPORT LEARNING ACROSS ALL CONTENT AREAS				
Self-Awareness	MT			
Self-Management	MT			
Responsible Decision-Making	MT			
Relationship Skills	MT			
Social Awareness	MT			

03 SPANISH IMMERSION				
	Term			
	M1	M2	M3	M4
Listening	MT			
Speaking	MT			
Reading	ST			
Writing	ST			

03 COMMENTS				
	Term			
	M1	M2	M3	M4
COMMENTS				
Comments				
<i>Term 1 Comments: Pleasure to have in class. Is a hard worker.</i>				

***Comments: Thank you for a great first marking period! Please sign up with your child's teacher for a parent teacher conference on November 25th or 26th.**
Important Dates: November 11th - No School in observance of Veterans' Day. No School November 27th-November 29th for Thanksgiving Break.

Principal Signature





What Do The Scores Mean?

Most of the Time (MT)

This score indicates that the student has an advanced understanding and is **meeting end-of-the-year expectations**. A student receiving “Most of the Time” demonstrates academically superior skills in that specific area and **demonstrates this advanced knowledge at school**.

Some of the Time (ST)

This score indicates that the student has a proficient understanding and is able to meet grade-level expectations, independently with some teacher support. Students may need redirection or assistance on part of assignments. The goal is for all students to reach “Some of the Time” on **all** standards by the end of the school year. A student receiving “Some of the Time” is progressing toward grade-level standards at an appropriate pace.

With Support (WS)

This score indicates that the student has a basic understanding and is approaching meeting grade level expectations, **with accommodations/continual teacher support**. A student receiving “With Support” understands the basic concept or skill but has not yet reached the proficient level. “With Support” indicates that the student’s independent performance varies in consistency concerning accuracy and quality.

Not Yet (NY)

This score indicates the student has minimal understanding and does not meet grade-level expectations, performance is inconsistent even with guidance and support. Students receiving “Not Yet” will need additional support and/or interventions to learn the material and progress toward meeting the standard.

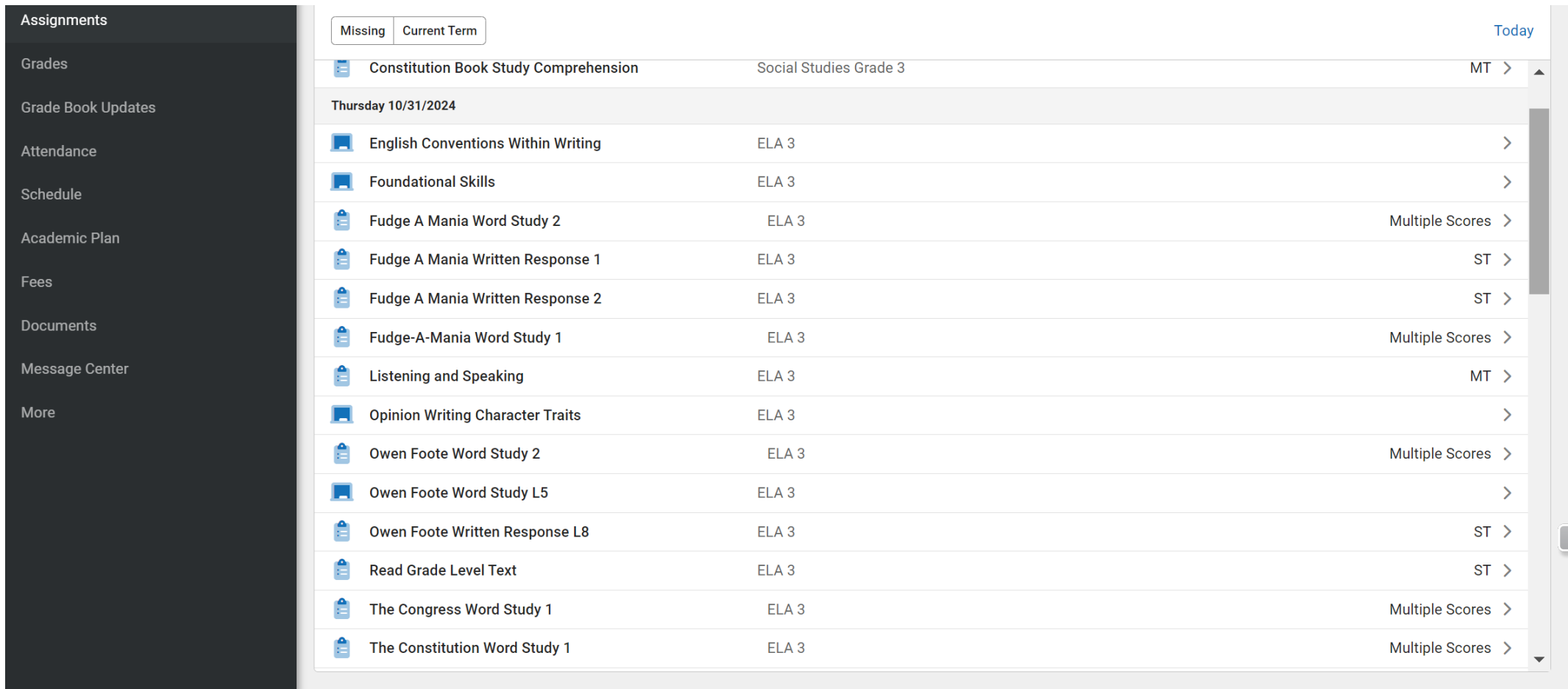
Not Graded (NG)

NG is used when the teacher has not yet introduced the standard or skill or there is insufficient evidence of student achievement available to determine progress.



How Can Families See Student's Progress On The Standards In The Domain?

- What it looks like in Infinite Campus



The screenshot displays the 'Assignments' page in Infinite Campus. On the left is a dark sidebar with navigation options: Assignments, Grades, Grade Book Updates, Attendance, Schedule, Academic Plan, Fees, Documents, Message Center, and More. The main content area has tabs for 'Missing' and 'Current Term', with 'Today' on the right. The top row shows 'Constitution Book Study Comprehension' for 'Social Studies Grade 3' with a score of 'MT'. Below this is a date separator for 'Thursday 10/31/2024'. The following table lists various assignments:


Assignment	Subject	Score
English Conventions Within Writing	ELA 3	>
Foundational Skills	ELA 3	>
Fudge A Mania Word Study 2	ELA 3	Multiple Scores >
Fudge A Mania Written Response 1	ELA 3	ST >
Fudge A Mania Written Response 2	ELA 3	ST >
Fudge-A-Mania Word Study 1	ELA 3	Multiple Scores >
Listening and Speaking	ELA 3	MT >
Opinion Writing Character Traits	ELA 3	>
Owen Foote Word Study 2	ELA 3	Multiple Scores >
Owen Foote Word Study L5	ELA 3	>
Owen Foote Written Response L8	ELA 3	ST >
Read Grade Level Text	ELA 3	ST >
The Congress Word Study 1	ELA 3	Multiple Scores >
The Constitution Word Study 1	ELA 3	Multiple Scores >



For Assignments with Multiple Scores, You Can See All Tagged Domains

Classroom **Curriculum** Grades

> 3rd Grade ELA MP 1 > The Congress Word Study 1

 The Congress Word Study 1
Start: 08/27/2024 12:00 AM End: 10/31/2024 12:00 AM

Summary	
Word Study for The Congress	

Section Settings	
Class	ELA 3
Start Date	08/27/2024 12:00 AM
End Date	10/31/2024 12:00 AM

Grading	
Craft and Structure	
Score	ST
..., Capitalization, Punctuation)	
Score	MT





Social Development, Work Habits & Qualities Of A Learner

- Student success depends on more than the achievement of standards. Students are also observed in other areas known as Social Emotional Competencies, which are traits of successful students. These Qualities of a Learner will be reflected using the same scale as academics on a quarterly basis.

CASEL Social/Emotional Competencies
Self-Awareness
Self-Management
Responsible Decision-Making
Relationship Skills
Social Awareness

- <https://files.constantcontact.com/f6736190301/2232a4dc-bff3-407b-88f0-08fd305cbba7.pdf>





How Will Teachers Determine My Child's Scores?

- As students work toward achieving grade-level expectations in all areas - both academic and non-academic - teachers carefully consider the following in determining progress:
- A collection of work over time;
- Daily written and/or oral tasks;
- Application of skills; and periodic formative and summative assessments (quizzes, tests, project-based performance tasks).
- Professional Observations.

Teachers will continue to add comments in narrative form on student assignments which will be sent home in folders weekly. Teachers' comments will address student strengths, areas of growth (both academic and non-academic), and individual student goals regarding what is necessary to reach grade-level expectations.





Communication Throughout the Year Regarding Student Growth

- Face-to-Face – at any time
 - Growth Reports – 4 times a year
 - Meet The Teacher - August
 - Conferences – November & March
 - Infinite Campus Scores on Assignments
- Formal parent-teacher conferences are held in November and March. However, parents are encouraged to reach out to their child's teacher to ask for a conference at any time. Also, schools offer additional ongoing opportunities for communication throughout the year, including:
- Phone calls and emails
 - Communication apps
 - Conferences
 - Samples of student work sent home weekly
 - District, school, and teacher websites
 - Newsletters and MSD Alerts
 - District and school events
 - Parent organization meetings



School Climate and Safety Update



Charting the Course to Excellence

December 16, 2024

Highlights

- School Climate and Safety Council met on 12/4/24. We discussed a variety of safety topics and the Code of Conduct. We will meet again on 01/29/25.
- Code of Conduct annual review to begin in January. DOE has updated codes, so we will need to reflect those in our Code of Conduct.
- The district will hold CPR/First aid/Narcan/Stop the Bleed training again in January. We will hold Prepare training for our schools in February.

Discipline Data

Charting the Course to Excellence

Milford Senior High School

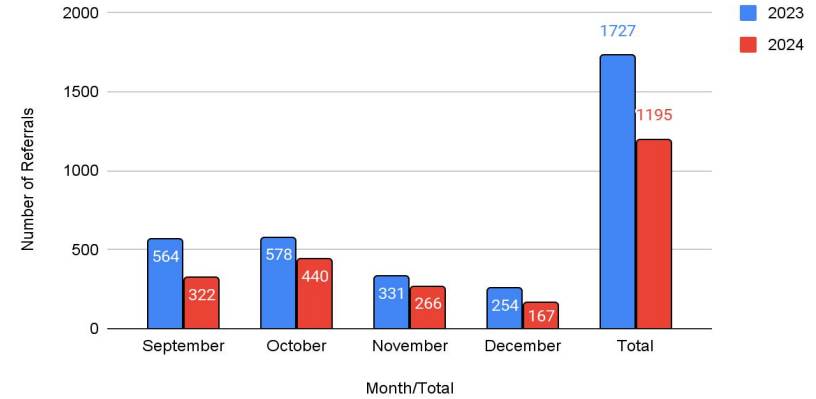
2024 Year to Date Information

Total number of referrals	1195
Top Three Violations	
Skipping	370
Cell Phone Violation	237
Defiance of Authority	90

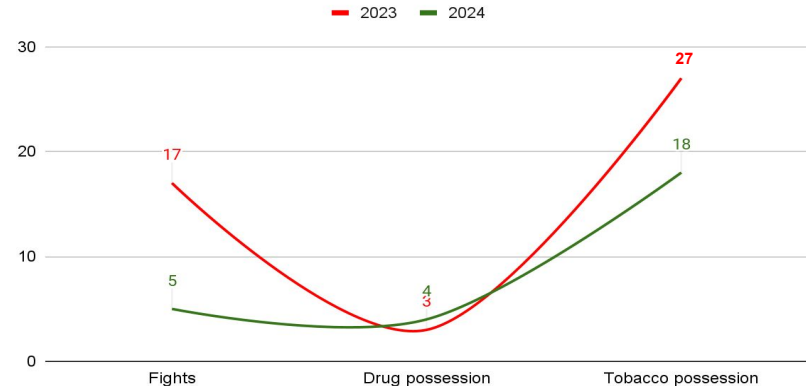
23/34 vs 24/25 School Year Comparison

Total Referrals			
	2023	2024	% decrease
September	564	322	42.91%
October	578	440	23.88%
November	331	266	19.64%
December	254	167	34.25%
Total	1727	1195	30.80%

MHS Disciplinary Referrals



School Climate Safety Concerns: Current Year vs. 23/24 SY



Milford Central Academy

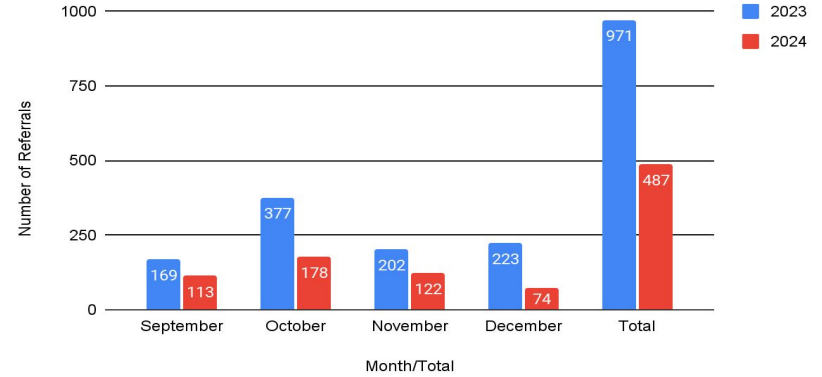
2024 Year to Date Information

Total number of referrals	487
Top Three Violations	
Cell Phone Violation	79
Inappropriate Behavior	53
Tardy to Class	41

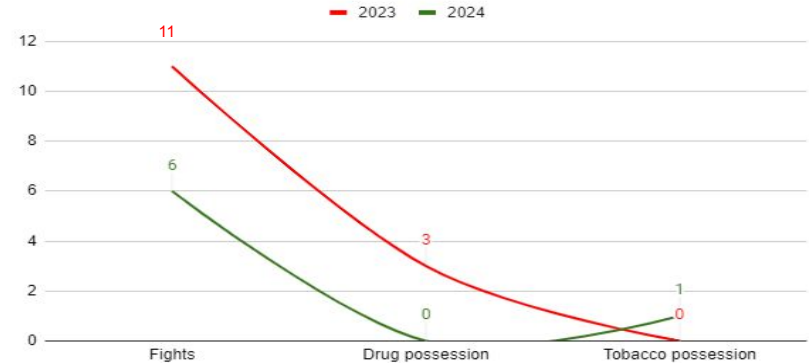
23/34 vs 24/25 School Year Comparison

Total Referrals			
	2023	2024	% decrease
September	169	113	33.14%
October	377	178	52.79%
November	202	122	39.60%
December	223	74	66.82%
Total	971	487	49.85%

MCA Disciplinary Referrals



School Climate Safety Concerns: Current Year vs. 23/24 SY



Banneker Elementary School

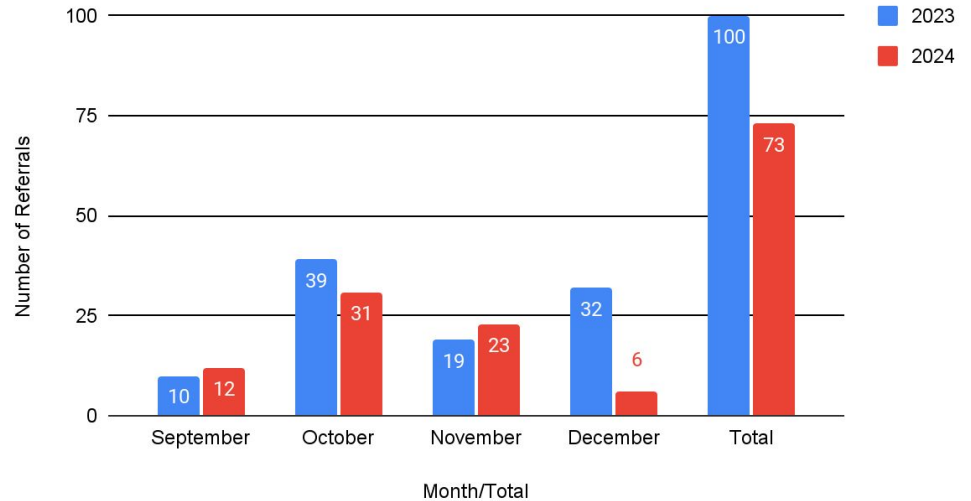
2024 Year to Date Information

Total number of Referrals	73
Top Three Violations	
Inappropriate Behavior	25
Careless and Reckless Behavior	19
Defiance of School Authority	6

23/34 vs 24/25 School Year Comparison

Total Referrals			
	2023	2024	% decrease
September	10	12	-20.00%
October	39	31	20.51%
November	19	23	-21.05%
December	32	6	81.25%
Total	100	73	27.00%

Banneker Disciplinary Referrals



Mispillion Elementary School

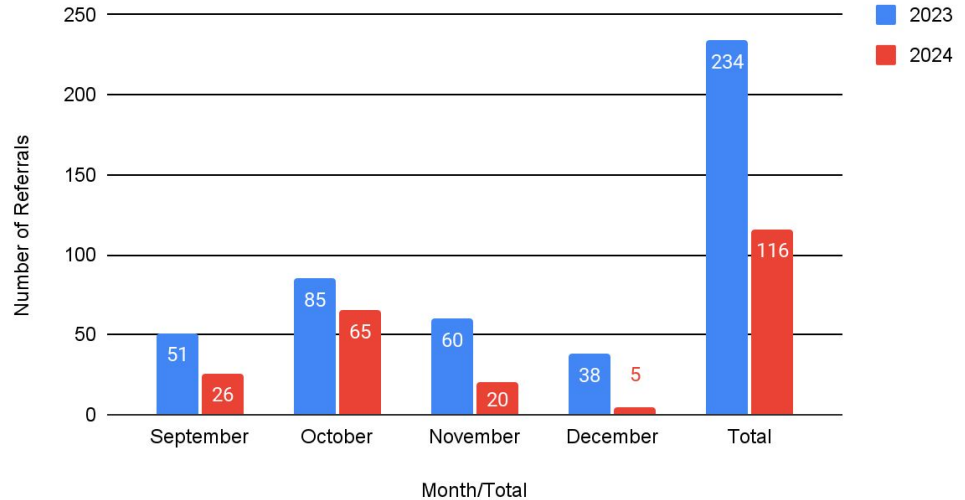
2024 Year to Date Information

Total number of Referrals	116
Top Three Violations	
Careless and Reckless Behavior	20
Inappropriate Behavior	19
Intimidation/Inappropriate Behavior Disrespect Towards Student	18

23/34 vs 24/25 School Year Comparison

Total Referrals			
	2023	2024	% decrease
September	51	26	49.02%
October	85	65	23.53%
November	60	20	66.67%
December	38	5	86.84%
Total	234	116	50.43%

Mispillion Disciplinary Referrals



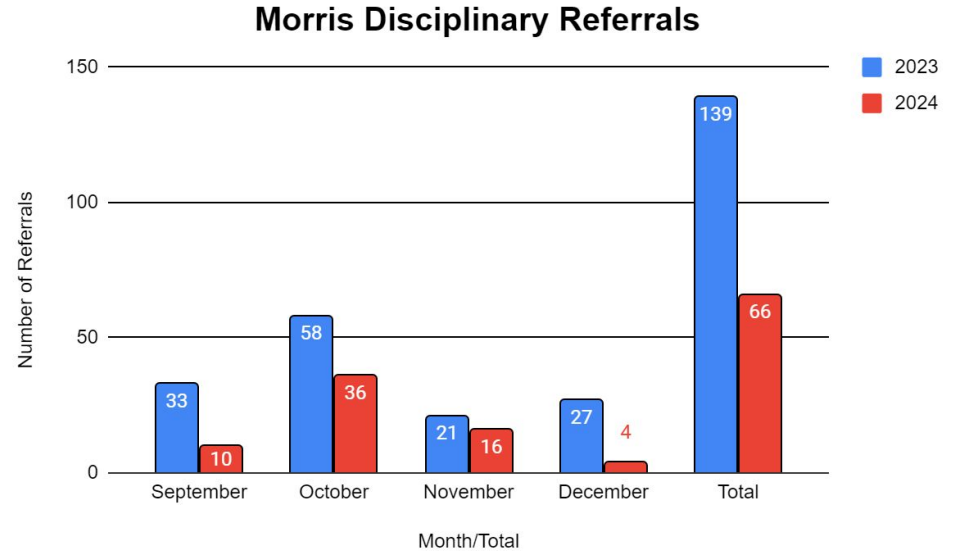
Morris Early Childhood Center

2024 Year to Date Information

Total number of Referrals	66
Top Three Violations	
Inappropriate Behavior	31
Intimidation/Inappropriate Behavior Disrespect Towards Student	18
Careless and Reckless Behavior	4

23/34 vs 24/25 School Year Comparison

Total Referrals			
	2023	2024	% decrease
September	33	10	69.70%
October	58	36	37.93%
November	21	16	23.81%
December	27	4	85.19%
Total	139	66	52.52%



Lulu Ross Elementary School

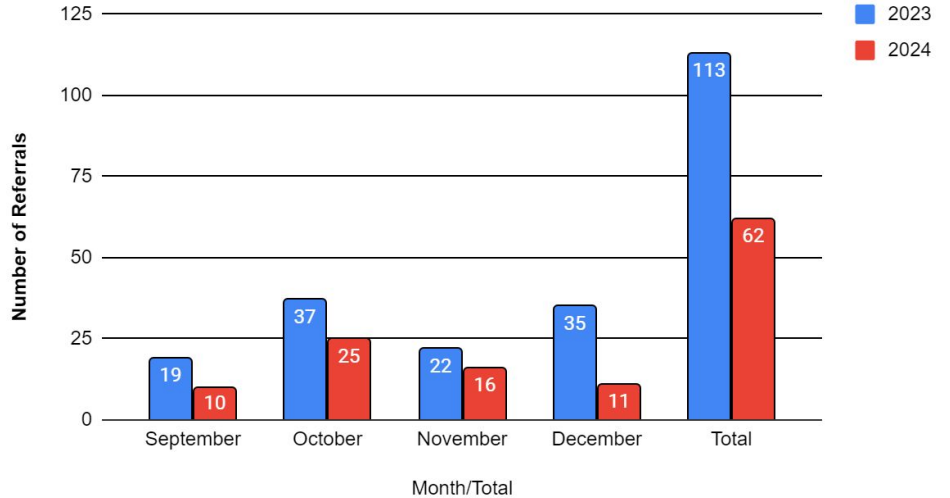
2024 Year to Date Information

Total number of Referrals	62
Top Three Violations	
Inappropriate Behavior	22
Disruption of Education Process	9
Careless and Reckless Behavior	6

23/34 vs 24/25 School Year Comparison

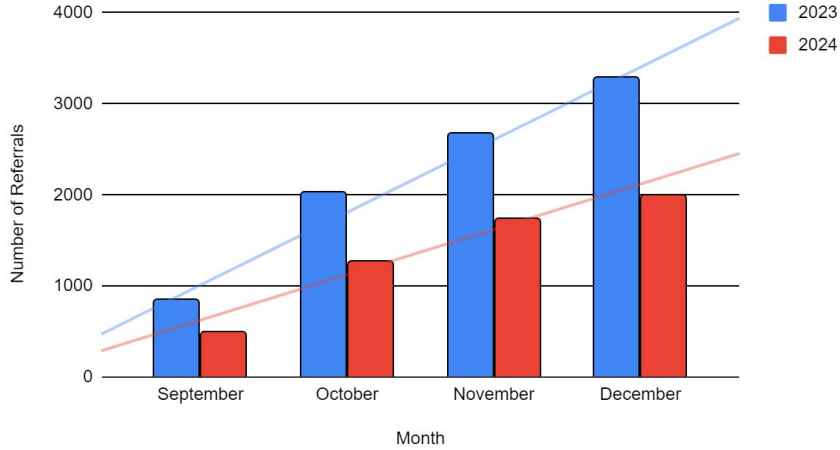
Total Referrals			
	2023	2024	% decrease
September	19	10	47.37%
October	37	25	32.43%
November	22	16	27.27%
December	35	11	68.57%
Total	113	62	45.13%

Ross Disciplinary Referrals

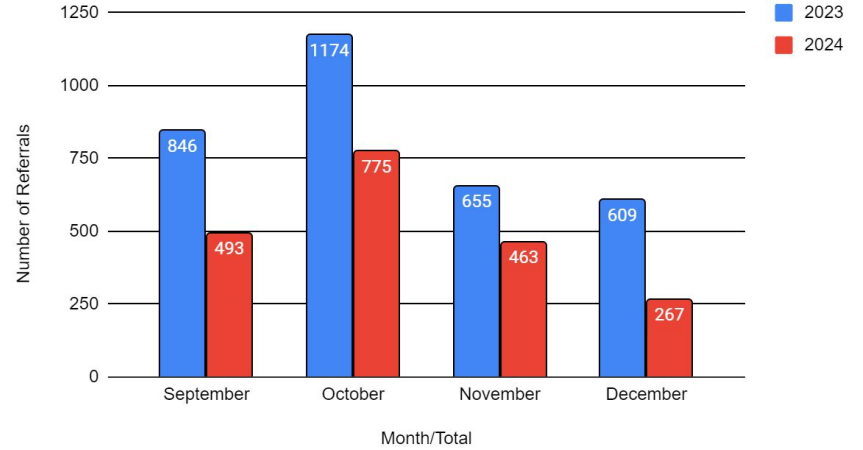


District Wide Data

District Cumulative Discipline Referrals



District Total Monthly Disciplinary Referrals



23/34 vs 24/25 School Year Comparison

Total Referrals			
	2023	2024	% decrease
September	846	493	41.73%
October	1174	775	33.99%
November	655	463	29.31%
December	609	267	56.16%
Total	3284	1998	39.16%

MILFORD SCHOOL DISTRICT
Fiscal Year 2025 Monthly Revenue Report
As of November 30, 2024
42% of the Fiscal Year completed

REVENUE SOURCE	Preliminary FY 2025 Budget	Actual to date	% received
STATE FUNDS			
Formula Salaries	35,599,968.05	33,846,846.05	95.08%
Cafeteria Salaries	639,693.00	573,140.00	89.60%
Division II, All Other Costs	844,206.40	970,987.95	115.02%
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	5,614,811.00	89.82%
State Transportation	4,215,330.42	4,179,432.66	99.15%
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	-	-	
Delaware Sustainment Fund	823,122.00	739,973.00	89.90%
Technology Block Grant	93,636.00	106,353.00	113.58%
World Language Expansion	25,000.00	120,905.18	
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	287,717.00	116.73%
CPR Instruction/Child Safety Awareness	-	1,050.72	
Athletic Trainer Block Grant	-	59,867.00	
Minor Capital Improvements	521,502.00	521,502.00	100.00%
Major Capital Improvements	-	-	
TOTAL STATE FUNDS	54,142,658.37	52,545,993.40	97.05%
LOCAL FUNDS			
Current Expense (tax rate)	9,851,690.00	9,300,943.79	94.41%
Current Expense (capitations)	200.00	-	0.00%
Debt Service	2,300,000.00	2,419,383.47	105.19%
Debt Service - County Impact Fees	92,500.00	36,477.67	39.44%
Tuition	1,400,000.00	1,322,427.50	94.46%
Minor Capital Improvements	347,668.00	326,780.39	93.99%
Interest	1,350,000.00	732,385.63	54.25%
Athletics	32,500.00	11,940.00	36.74%
CSCRIP	45,000.00	29,254.07	65.01%
Indirect Costs	75,000.00	49,516.32	66.02%
Cafeteria	2,700,000.00	745,495.54	27.61%
District Donations	98,500.00	58,829.34	59.73%
Building Rental	2,000.00	3,460.00	173.00%
E-Rate	-	2,653.20	
Net Choice Billings	(209,563.67)	-	0.00%
Net Charter Billings	(202,385.26)	-	0.00%
Tuition Billings	(2,100,000.00)	(539,473.34)	25.69%
Other Local Revenue	35,000.00	6,820.11	19.49%
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	14,506,893.69	91.71%
FEDERAL FUNDS			
IDEA Part B	1,292,973.00	1,316,991.00	101.86%
IDEA - Preschool	58,844.00	58,767.00	99.87%
Title I	1,805,919.00	1,760,148.00	97.47%
Title II	346,873.00	340,367.00	98.12%
Title III English Acquisition	108,406.00	115,869.00	106.88%
Title IV	215,270.00	215,270.00	100.00%
Perkins	127,837.00	126,886.00	99.26%
Other federal revenue	-	-	
TOTAL FEDERAL/OTHER FUNDS	3,956,122.00	3,934,298.00	99.45%
GRAND TOTAL ALL FUNDS	73,916,889.44	70,987,185.09	96.04%

Milford School District
Monthly Report of Expenditures
For the month ended November 30, 2024

Operating Unit	Budget Line	Preliminary Budget			Budget Remaining	%
		Amount	Encumbered	Expended		
9180668A	Benjamin Banneker Elementary School	\$ 55,441.25	9,186.39	14,710.81	\$ 31,544.05	56.90%
9180670A	Evelyn I. Morris Early Childhood Center	\$ 54,910.00	7,041.85	23,952.94	\$ 23,915.21	43.55%
9180672A	Lulu M. Ross Elementary School	\$ 74,311.25	2,376.31	25,722.54	\$ 46,212.40	62.19%
9180673A	Mispillion Elementary School	\$ 59,840.00	7,047.58	18,434.70	\$ 34,357.72	57.42%
9180675A	Milford Central Academy	\$ 111,681.50	6,613.33	36,403.52	\$ 68,664.65	61.48%
9180678A	Milford Senior High School	\$ 160,773.75	12,606.50	71,818.86	\$ 76,348.39	47.49%
99900000	Board Of Ed/District Expenses	\$ 9,000.00	-	-	\$ 9,000.00	100.00%
	School Resource Officer	\$ 15,000.00	-	365.00	\$ 14,635.00	97.57%
99900100	Legal Services, Audit and Insurance Premiums	\$ 100,000.00	6,600.27	48,773.16	\$ 44,626.57	44.63%
99900300	District Expenditures	\$ 100,000.00	-	31,109.91	\$ 68,890.09	68.89%
	School Safety and Security	\$ 246,471.95	80,690.75	180,593.53	\$ (14,812.33)	-6.01%
	Public Relations and Communication	\$ 40,000.00	-	9,373.23	\$ 30,626.77	76.57%
	Copy Center (District Wide)	\$ 135,000.00	101,465.65	61,038.47	\$ (27,504.12)	-20.37%
99910100	Superintendent	\$ 1,500.00	-	298.54	\$ 1,201.46	80.10%
99920000	World Language Immersion (State Grant)	\$ 25,000.00	-	18,086.11	\$ 6,913.89	
	Student Success Block Grant (Reading)	\$ 344,620.00	-	77,470.40	\$ 267,149.60	77.52%
	Opportunity Grant Mental Health	\$ 436,848.00	-	-	\$ 436,848.00	100.00%
	Education Opportunity Grant	\$ 1,970,924.40	-	6,516.00	\$ 1,964,408.40	99.67%
	Summer School	\$ 30,000.00	-	-	\$ 30,000.00	100.00%
	Translators	\$ 10,000.00	-	2,706.36	\$ 7,293.64	72.94%
	Extra Time Programs	\$ 30,000.00	-	2,322.46	\$ 27,677.54	92.26%
	Curriculum and Instruction	\$ 150,000.00	-	73,344.26	\$ 76,655.74	51.10%
99920700	Athletics - High School	\$ 220,000.00	7,897.83	128,508.16	\$ 83,594.01	38.00%
	Athletics - Milford Central Academy	\$ 46,500.00	-	22,421.33	\$ 24,078.67	51.78%
99920800	Driver's Education	\$ 19,693.65	-	3,721.29	\$ 15,972.36	81.10%
99930200	Tuition - Special Services	\$ 330,000.00	-	140,194.54	\$ 189,805.46	57.52%
	Tuition - Special Services - ILC	\$ 275,000.00	606.54	67,461.49	\$ 206,931.97	75.25%
	Unique Alternatives (State Funds)	\$ 346,924.70	-	-	\$ 346,924.70	100.00%
99930300	Special Services	\$ 59,500.00	24,301.97	23,071.00	\$ 12,127.03	20.38%
	Special Services - State Related Services	\$ 189,705.15	25,590.50	149,857.50	\$ 14,257.15	7.52%
99940100	Contingencies and One-Time Items	\$ 425,000.00	20,206.22	133,304.33	\$ 271,489.45	63.88%
99940200	Division I/Formula Salaries	\$ 35,641,182.04	-	16,546,343.80	\$ 19,094,838.24	53.58%
99940300	Division II - Vocational	\$ 98,778.50	-	6,734.01	\$ 92,044.49	93.18%
99940400	Division III/Local Salaries	\$ 13,108,962.94	-	5,366,104.43	\$ 7,742,858.51	59.07%
	Union agreed Limited Contracts	\$ 385,000.00	-	180,394.67	\$ 204,605.33	53.14%
99940500	Title I	\$ 1,805,919.00	-	81,891.52	\$ 1,724,027.48	95.47%
	Title II	\$ 346,873.00	-	17,685.33	\$ 329,187.67	94.90%
	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	-	8,628.60	\$ 50,215.40	85.34%
	Perkins	\$ 127,837.00	-	298.18	\$ 127,538.82	99.77%
99940600	Insurance Expense	\$ 142,000.00	-	15,510.00	\$ 126,490.00	89.08%
99940700	District Donations	\$ 98,500.00	181.14	13,077.23	\$ 85,241.63	86.54%
99940810	Technology Equipment & Repair	\$ 286,000.00	9,457.52	130,076.61	\$ 146,465.87	51.21%
	Technology Block Grant	\$ 93,636.00	19,436.58	338.73	\$ 73,860.69	78.88%
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	270.72	2,575.23	\$ 7,154.05	71.54%
99960000	Child Nutrition Operations	\$ 2,766,553.00	337,938.18	1,307,667.94	\$ 1,120,946.88	40.52%
	Cafeteria Salaries	\$ 573,140.00	-	329,727.07	\$ 243,412.93	42.47%
99960100	Facilities Maintenance	\$ 90,000.00	-	32,245.81	\$ 57,754.19	64.17%
	Custodial Services and Supplies	\$ 150,000.00	-	85,081.15	\$ 64,918.85	43.28%
99960200	Operations and Utilities	\$ 462,282.00	22,343.01	204,857.85	\$ 235,081.14	50.85%
	Energy Division II	\$ 862,232.00	100,000.00	1,706.52	\$ 760,525.48	88.20%
99960300	State Transportation	\$ 4,215,330.42	-	1,233,738.23	\$ 2,981,592.19	70.73%
	State Homeless Transportation	\$ 454,736.40	-	225,020.70	\$ 229,715.70	50.52%
	State Foster Transportation	\$ 78,532.35	-	51,647.00	\$ 26,885.35	34.23%
	Transportation Supplies	\$ 1,000.00	-	-	\$ 1,000.00	100.00%
99960400	Transportation Internal Budget (Local)	\$ 23,000.00	519.07	14,922.27	\$ 7,558.66	32.86%
	Local Activities Transportation	\$ 2,000.00	-	-	\$ 2,000.00	100.00%
	Local Homeless Transportation Match	\$ 50,526.27	-	35,148.10	\$ 15,378.17	30.44%
	Local Transportation Match	\$ 467,435.05	-	142,722.00	\$ 324,713.05	69.47%
Total Operating Budget		\$ 70,175,594.57	\$ 802,377.91	\$ 27,405,723.42	\$ 41,967,493.24	59.80%
99970000	Local Debt Service	\$ 2,106,795.45	-	487,772.62	\$ 1,619,022.83	76.85%
99970200	Minor Capital Improvements	\$ 869,170.00	19,142.16	4,751.11	\$ 845,276.73	97.25%
Total Capital Budget		\$ 2,975,965.45	\$ 19,142.16	\$ 492,523.73	\$ 2,464,299.56	82.81%
Grand Total		\$ 73,151,560.02	\$ 821,520.07	\$ 27,898,247.15	\$ 44,431,792.80	60.74%

*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	\$ 134,518.69	\$	\$ 3,630,467.69	\$ 1,811,451.14	\$ 1,819,016.55	\$ 3,630,467.69	
<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	\$ 10,420.00	\$	\$ 1,600,489.00	\$ 269,209.18	\$ 1,331,279.82	\$ 1,600,489.00	
L. Wilson Masonry Inc	244015	B-5	677956	\$ 2,960,000.00	\$ 35,879.76	\$	\$ 2,995,879.76	\$ 1,595,636.10	\$ 1,400,243.66	\$ 2,995,879.76	
Delmarva Veteran Builder	317909	B-7	677955	\$ 5,149,786.00	\$ (61,468.00)	\$	\$ 5,088,318.00	\$ 3,629,520.66	\$ 1,458,797.34	\$ 5,088,318.00	
Quality Exteriors Inc	26893	B-8	677952	\$ 2,324,188.00	\$ (49,800.00)	\$	\$ 2,274,388.00	\$ 1,728,250.33	\$ 546,137.67	\$ 2,274,388.00	
Selma Inc DBA Salisbury Door & Hardware	28649	B-9	677948	\$ 596,815.00		\$	\$ 596,815.00	\$ 215,865.00	\$ 380,950.00	\$ 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	\$ 100,012.00	\$	\$ 8,475,012.00	\$ 5,022,990.52	\$ 3,452,021.48	\$ 8,475,012.00	
Bear Industires Inc	25487	B-18	677928	\$ 879,150.00		\$	\$ 879,150.00	\$ 660,400.73	\$ 218,749.27	\$ 879,150.00	
Continental Electrical Services Inc	125778	B-19	677931	\$ 4,015,000.00		\$	\$ 4,015,000.00	\$ 3,216,111.75	\$ 798,888.25	\$ 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	\$ 91,854.55	\$	\$ 4,231,854.55	\$ 3,414,512.26	\$ 817,342.29	\$ 4,231,854.55	
RC Fabricators	26366	B-6	678391	\$ 4,670,000.00		\$	\$ 4,670,000.00	\$ 948,422.50	\$ 3,721,577.50	\$ 4,670,000.00	
Flooring Solutions, Inc	28899	B-13	687909	\$ 2,404,266.00		\$	\$ 2,404,266.00	\$ 2,309,354.15	\$ 94,911.85	\$ 2,404,266.00	
CM											
Richard Y Johnson & Son Inc	24881		605301	\$ 3,731,124.00	\$ 214,570.23	\$	\$ 3,945,694.23	\$ 1,403,336.48	\$ 2,542,357.75	\$ 3,945,694.23	
Architect											
Buck Simperts Architect and Associates	25833		612154	\$ 4,473,229.00		\$	\$ 4,473,229.00	\$ 558,890.67	\$ 3,914,338.33	\$ 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											
Visual Sound			715486	\$ 195,281.00		\$	\$ 195,281.00	\$ 195,281.40		\$ 195,281.40	
A3 Communications (Advantech) Construction Funded			678196	\$ 3,535,324.40		\$	\$ 3,535,324.40	\$ 3,193,929.40	\$ 341,395.00	\$ 3,535,324.40	
Magnum Electronics Radio Repeater			695443	\$ 10,729.01		\$	\$ 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	\$ 117,815.65		\$	\$ 117,815.65	\$ -	\$ 117,815.65	\$ 117,815.65	
Legal Fees - Offit Kurman								\$ 15,956.00		\$ 15,956.00	
Total Project				\$61,110,391.06	\$520,337.23		\$61,168,228.29	\$36,059,431.72	\$25,429,752.97	\$ -	\$61,489,184.69

Total Per DSC \$ 36,059,431.72 \$ 25,429,752.97 \$ - \$ 61,489,184.69
 Difference \$ - \$ - \$ - \$ -

Balance \$ 10,781,315.31

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
POLICY
Suicide Prevention**

Policy 5111

The Milford School District (hereinafter referred to as “The District”) recognizes the serious problem of youth suicide and acknowledges that providing this policy for our schools related to youth suicide recognition and prevention is very important. The District also acknowledges that youth suicide is a complex issue, which cannot be addressed by the district and schools alone. This Suicide Prevention Policy (“Policy”) meets the requirements of 14 Del C. § 4165, relative to suicide prevention.

Suicide Prevention Training for Public School Employees

The District shall require its employees to receive 9 hours of training every 3 years consisting of Three hours of a suicide prevention training program established under § 4165(a) of Title 14 with each school district and charter school employee receiving 60 minutes of suicide prevention training each year. Any training required by this section shall be provided within the contracted school year as provided in 14 Del. C. §1305(e).

Suicide Prevention Program

The District shall develop a Suicide Prevention Program. The components of the District’s Suicide Prevention Program may vary to address the needs of different grade levels. Each school shall establish a committee that is responsible for coordinating the suicide prevention program within the school. The committee may be comprised of at least the following school-based personnel: Administration, School Counselor, Mental Health Counselor if present within the school, Nurse, and other staff members as assigned. The committee shall meet throughout the school year to discuss topics such as training, programs, and other as it relates to Suicide Prevention. The Suicide Prevention Committee shall meet the requirements assigned in the Communication section of this policy.

Communication

Procedures for confidential and anonymous reporting: School staff shall follow the District Suicide Prevention Manual to provide confidential and anonymous reporting of a student demonstrating the warning signs of suicide. Students and families can confidentially report any concern regarding a student demonstrating the warning signs of suicide to school personnel. Students and families can also anonymously report the need for assistance through the anonymous reporting application provided by the District. At a minimum, any privacy rules shall be followed, including the Family

Educational Rights and Privacy Act (FERPA).

Communications with Medical Professionals

Communications between healthcare professionals and school staff regarding any treatment of a student may occur for any student 14 years or older who has provided consent for voluntary outpatient treatment in accordance with 16. Del C. §5003. In accordance with FERPA guidelines, releases shall be signed before communication may take place.

Procedures for communications between school staff members and medical professionals who are involved in treating students for suicidal concerns: For a student who has not reached the age of 18, release of information forms shall be signed by a parent, guardian, or relative caregiver for the primary care physician or healthcare professional to communicate with school personnel regarding any treatment of a student.

Communications without signed releases in an emergency situation: School staff may release pertinent information to healthcare and/or first responder/emergency personnel as deemed necessary in an emergency. An emergency is defined by FERPA regulations as an actual, impending, or imminent emergency such as an articulable and significant threat.

MSD Suicide Risk Assessment Process

If an employee learns or observes that a student has threatened suicide, attempted suicide, expressed suicidal ideations, or demonstrated signs of being a suicide risk, the employee receiving the report will respond immediately, and accompany within his or her line of sight the student to a school counselor's office where the student shall remain under the supervision of a guidance counselor. If a school counselor is not present at arrival, the student shall similarly be accompanied first to the nurse's office then to the administrator's office. The above shall apply regardless of the severity or sincerity of the threat.

Unless the building administration determines that the report of a potentially suicidal student was fabricated by a third person, the student is not to be left alone in the school.

Unless the building administration determines that the report of a potentially suicidal student was fabricated by a third person, the student is not to be released from the line of sight of the school counselor, nurse, or administrator unless:

- The student is released into the care of law enforcement;

- The student is released into the care of a parent or guardian;
- The student is released into the care of an outside mental health agency;
- The student is released into the care of the Delaware Division of Services for Children, Youth, and their Families;
- The student is released to the State of Delaware Crisis response agency otherwise known as “Crisis.”

If the building administration determines that the report of a potentially suicidal student was fabricated by a third person, the building administration shall contact the parent or guardian of the student as soon as practical but within 24 hours and inform the parent or guardian of the report. Contact to the parent/guardian shall be documented via email and retained.

If school administrators determine that a student's threat is of concern and is not fabricated the parent will be notified that the student must be evaluated by licensed healthcare professional, or a non-licensed healthcare professional working under the supervision of a licensed healthcare professional, before returning to the school building. Documentation of such evaluation, including, but not limited to a safety plan or clearance must be provided to the building administration before the student returns to the school building.

MSD Documentation Process

Any employee who, before the student is released in accordance with this procedure, has reliable information that would lead a reasonable person to believe that a student has threatened suicide, attempted suicide, expressed suicidal ideations, or demonstrated signs of being a suicide risk shall prepare a report. The report shall be forwarded via email to building administration within one business day.

The transmittal email shall be kept, documenting the incident, for three years.

The written report from the employee shall be reasonably specific as to actions giving rise to the report, and include

- Persons involved, identifying all reporters, responders, the individual(s) into whose care the student was released, and the name of the student.
- Time and place of the incident.
- What gave rise to the incident; and
- All actions taken.
- All reports made.

Posting of the Suicide Prevention Policy

The District shall post this Suicide Prevention Policy in all student and staff handbook(s) and on the District's website.

Retaliation Restrictions

No employee, school volunteer, or student shall be retaliated against for reporting a student thought to be demonstrating the warning signs of suicide.

ADOPTED: 12/21/15

REVISED: 6/17/24; 12/16/24

DRAFT