

906 Lakeview Avenue Milford, DE 19963

Phone: (302) 422-1600

**AGENDA FOR MONDAY, MARCH 17, 2025 AT 6:00 PM
REGULAR SCHOOL BOARD MEETING**

The Milford Board of Education will hold this meeting in-person in the Lulu Ross Gymnasium - 310 Lovers Lane, Milford. 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=m15f7620cc5a9a3ad483690aa264ab237>

Webinar Number: 2869 976 6982

Webinar Password: DWvsiTPR227 (39874877 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: 286 997 66982

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 February 24, 2025 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

B. Strategy Session – See 29 Del. C § 10004(b)(4)

1. Discussion of Collective Bargaining

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 Elementary for hosting us this evening!
 - B. Upcoming Events - We Are Milford Day: Saturday, April 5, 2025
10. ***Academic Excellence:* Dr. Carvajal-Hageman**
 - A. Field Trip Approval Action Item
 - B. Academic Calendar 2025 - 20206 Action Item
 - C. Update on Policy 6103 - Controversial Issues
 - D. District Safety and Security Presentation Dr. Weller
11. ***Building Our Future:* Dr. Sara Hale**
 - A. Monthly Revenue, Expenditure and Major Capital Reports as of February 28, 2025 Action Item
 - B. Construction Change Order Approval Action Item
 - C. Negotiated Agreements Action Item
 - D. Banneker Playground Purchase 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. Student Service Update
14. **Board Discussion**
 - A. DSBA Updates
 - B. Recommended Revised Draft Board Policies for Action
 1. Revised Board Policy 4223 Overtime and Compensatory Time Action Item
 - C. Recommended Deletion of Board Policies for Action
 1. Delete Board Policy 3105 After School Child Care Using School Facilities Action Item
15. **Adjournment Action Item**



MILFORD SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR BOARD MEETING
February 24, 2025

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

The Regular Meeting of the Milford Board of Education was called to order by President Fitzgerald at 6:00 PM on Monday evening, February 24, 2025.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

MOTION MADE BY MR. BUCHER/SECONDED BY MRS. MASSOTTI to approve the Regular Meeting Minutes for December 16, 2024. **Motion passed unanimously.**

ADJOURNMENT TO EXECUTIVE SESSION

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

RETURN TO OPEN SESSION

MOTION MADE BY MRS. MASSOTTI/SECONDED BY MRS. WYLIE to adjourn Executive Session at 7:29 PM.

CHANGES TO AGENDA

No changes.

PUBLIC COMMENT

No public comment.

SUPERINTENDENT'S REPORT: *Dr. Chaves*

Dr. Chaves thanked Morris Early Childhood Center's administration and teachers for hosting the board meeting.

School Choice

MOTION MADE BY MR. BUCHER/SECONDED BY MRS. WYLIE to approve the School Choice Applications as presented. **Motion passed unanimously.**

Public Schools Week

Dr Chaves shared The week of February 24 - 28, 2025 has been designated by Delaware officials as Public Schools Week and is an opportunity for all to honor Delaware educators and staff. A heartfelt thank you for the many individuals that come together as a team to help serve our school community.

ACADEMIC EXCELLENCE: *Dr. Carvajal-Hageman*

CTE Appreciation Month

February is CTE Appreciation Month. We recently held our annual CTE Advisory Committee Meeting with the greatest amount of community participation on record.

Academic Calendar

The District Calendar Committee has met several times throughout the year to discuss the upcoming school year. There is discussion of increasing student hours and student time in the classroom. A first read was presented.

School Climate and Culture update

We are very proud of the data and reduction of students being taken to review for external review school placements on the secondary campus and we are working hard to encourage positive student behaviors and attendance.

Field Trip Approval

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

BUILDING OUR FUTURE: Dr. Hale

Revenue, Expenditure and Major Capital Reports

MOTION MADE BY MR. BUCHER/SECONDED BY MRS. MASSOTTI to approve the Revenue, Expenditure and Major Capital Reports as of January 31, 2025. **Motion passed unanimously.**

Final FY2025 Revenue and Expenditure Budgets

MOTION MADE BY MR. BUCHER/SECONDED BY MRS. MASSOTTI to approve the Final FY2025 Revenue and Expenditure Budgets. **Motion passed unanimously.**

School Year Start and End Time Adjustments

MOTION MADE BY MRS. MASSOTTI/SECONDED BY MRS. WYLIE to approve the school start and end times as presented. **Motion passed unanimously.**

Dr. Hale thanked Mr. LoBiondo and the transportation department for their efforts. Dr. Hale shared that a crosswalk will be installed on Rehoboth Blvd. increasing the walk zones allowing approximately 100 additional walkers. She also thanked our Bus Contractors for their partnership and collaboration to get our students to and from school safely.

Construction Change Order Approval

MOTION MADE BY MR. BUCHER/SECONDED BY MRS. CONNELL to approve the construction change order approval as presented. **Motion passed unanimously.**

Mr. Bucher acknowledged the Milford Middle School project is not only on time and under budget, but with no additional tax increase to our community.

EMPOWERING AND INVESTING IN OUR PEOPLE: Ms. Manges

Personnel Report

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

**BOARD DISCUSSION
DSBA UPDATES**

Mr. Bucher attended the Legislative meeting. He shared there is a lot of legislation floating around, but has yet to be presented and will share an update at our next monthly meeting.

RECOMMENDED REVISED DRAFT BOARD POLICIES FOR ACTION

Revised Board Policy 6111 Curriculum Development

Mr. Bucher, Dr. Brownstein, and Ms. Massotti questioned the updates proposed.

MOTION MADE BY MR. BUCHER/SECONDED BY MRS. WYLIE to table the policy revisions until next month. **Motion passed unanimously.**

Revised Board Policy 4101A Title IX Rights & Responsibilities

Ms. Manges presented an updated Title IX based on Federal guidelines. By a Federal Mandate we will be reverting back to our previous Title IX policy.

MOTION MADE BY MR. BUCHER SECONDED BY MRS. CONNELL to approve revised Board Policy 4101A Title IX Rights & Responsibilities. **Motion passed unanimously.**

RECOMMENDED DELETION OF BOARD POLICIES FOR ACTION

Policy 3103 - State Fire Marshal Policy on School Operations with Regard to Life Safety

Policy 3104 - Asbestos Removal

MOTION MADE BY MRS. MASSOTTI/SECONDED BY MRS. WYLIE to delete Board Policies *Policy 3103 - State Fire Marshal Policy on School Operations with Regard to Life Safety* and *Policy 3104 - Asbestos Removal*. **Motion passed unanimously.**

ADJOURNMENT

MOTION MADE BY DR. BROWNSTEIN/SECONDED BY MRS. WYLIE that the Regular Meeting of the Milford Board of Education held on Monday, February 24, 2025, adjourned at 8:37 PM. **Motion passed unanimously.**

Trish Gerken, Public Information Officer

BOARD AGENDA

February 24, 2025

PERSONNEL REPORT – *Action Item*

RECOMMEND FOR EMPLOYMENT – PERMANENT CONTRACT*

LEYANNA, Candice

Banneker – Multi-Lingual Learner Teacher

Effective: August 2025

MALLOY, Kelsea

Banneker – Elementary Teacher

Effective: August 2025

CURTO, Alexa

Banneker – Elementary Teacher

Effective: August 2025

SESSOMS, Sidney

Misphillion – Music Teacher

Effective: August 2025

MARTH, Paul

Central – Social Studies Teacher

Effective: August 2025

SOUSA, Destinee

Central – Special Education Teacher

Effective: August 2025

GUY, Alexis

Central – Math Teacher

Effective: August 2025

BUTZ-MILLER, Melissa

Central – Special Education Teacher

Effective: August 2025

DODDS, Leah

High – Business Education Teacher

Effective: August 2025

HYLAND, John

High – Social Studies Teacher

Effective: August 2025

KELLY, Patrick

High – Social Studies Teacher

Effective: August 2025

CARSQUILLO, Lisa

High – Special Education Teacher
Effective: August 2025

REYNA, Anai
District – Psychologist Intern
Effective: August 2025

RECOMMEND FOR EMPLOYMENT – TEMPORARY CONTRACT*

SHANE, Meredith
Central – School Counselor
Effective: February 25, 2025

GALATI, Kristin
Central – English Language Arts Teacher
Effective: TBD

RECOMMEND FOR EMPLOYMENT*

MILSTEAD, Roderick
High – Full-Time School Climate Paraprofessional
Effective: TBD

TRANSFER

TORO-CARDONA, Ambar
From Mispillion Full-Time World Language Paraprofessional to Banneker Full-Time World Language Paraprofessional
Effective: TBD

GARDNER, Gladys
From Banneker 6.5-hour Child Nutrition Worker to Banneker 6.0-hour Child Nutrition Worker
Effective: February 10, 2025

MAURO, Kristin
From Central English Language Arts Teacher to Banneker Elementary Teacher
Effective: August 2025

FRENCH, Lauren
From Banneker Special Education Coordinator to Milford Middle Special Education Coordinator
Effective: August 2025

REED, Chad
From Central Custodian to Milford Middle Chief Custodian
Effective: TBD

COVERDALE, Lindsay
From Central Clerk to Milford Middle Senior Secretary
Effective: TBD

RETIREMENT

MCKENZIE, Cynthia

Ross- Principal
Effective: July 1, 2025
Service to MSD: 37 years

CLARKE, Kelly
Ross – Elementary Teacher
Effective: July 1, 2025
Service to MSD: 25 years

NICHOLS, John
High – Driver's Education Teacher
Effective: September 1, 2025
Service to MSD: 19 years

RESIGNATION

EMERSON, Ronda
Central – 6.0-hour Child Nutrition Worker
Effective: January 24, 2025
Service to MSD: 5 months

OHRWASHEL, Taylor
Morris – Pre-Kindergarten Teacher
Effective: February 21, 2025
Service to MSD: 6 years

THACKER, Douglas
Mispillion – Night Custodian
Effective: February 14, 2025
Service to MSD: 2 years

JOHNSON, Michael
Mispillion – Full-Time School Climate Paraprofessional
Effective: March 7, 2025
Service to MSD: 2 years

BRYANT, Lictoria
Mispillion – 6.0-hour Child Nutrition Worker
Effective: February 21, 2025
Service to MSD: 5 months

RECOMMEND FOR EMPLOYMENT – 2024 – 2025 LIMITED CONTRACTS

High	Baseball, Asst. Coach	DAVIS, Brian
High	Baseball, Asst. Coach	DAVIS, Cole
High	Softball, Asst. Coach	PALMER, Trevell (NE)
High	Girls Lacrosse, Head Coach	FRY, Megan
High	Track and Field, Head Coach	MCENTAFFER, Hunter
High	Track and Field, Asst. Coach	LOFLAND, Brianna
High	Track and Field, Asst. Coach	HENRY, Rafiq
High	Track and Field, Asst. Coach	RODRIGUEZ-LOPEZ, Janin
High	Track and Field, Asst. Coach	FRAMPTON, Amanda
High	Girls Soccer, Asst. Coach	SMITH, Paige
High	Boys Tennis, Head Coach	DEL DUCA, Jack

High	Girls Tennis, Head Coach
Central	Girls Soccer, Head Coach
Central	Girls Soccer, Asst. Coach
Central	Track and Field, Head Coach
Central	Track and Field, Asst. Coach
Central	Track and Field, Asst. Coach
Central	Baseball, Head Coach
Central	Baseball, Asst. Coach
Central	Softball, Head Coach

DEL DUCA, Jack
 CUSUMANO, Giuseppe
 DONDARSKI, Michael (NE)
 NEWSOME, Wayne
 DUFFY, Emmanuel (NE)
 NEWSOME, Roteasha
 RIOS, Carson
 RIVERA, Jaden
 BOWE, Kevin (NE)

RECOMMEND FOR VOLUNTEERS

High	Baseball
High	Baseball
High	Baseball
High	Softball
High	Girls Soccer
High	Girls Soccer
High	Golf
High	Girls Lacrosse
Central	Baseball
Central	Softball

BOWMAN, Matt
 HINTON, Chad (NE)
 GODWIN, George
 JUSTICE, Rick (NE)
 SERNA, Evan
 MYERS, Scott
 KENDZIERSKI SR., Keith
 THODE, Emily (NE)
 LEGG, Gavin
 ABBOTT, Greg (NE)

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

WE ARE MILFORD DAY!

Believe in our community. Believe in our future.

A family fun event open to our district-community, celebrating all that makes Milford special. The day will feature a 5K run, delicious food, live performances, local vendors, face painting, bounce houses, a book drive, and exciting sports exhibitions.

JOIN US



SATURDAY

April 5, 2025



Time

10:00 AM - 2:00 PM



Lulu Ross/Misphillion Campus:
311 Lovers Lane, Milford

**FOOD - GAMES - MUSIC
EXPOS - PETTING ZOO - FACE
PAINTING - BOOK DRIVE**



Field Trips Needing Approval for March 2025 Board Meeting:

- Salisbury Zoo (Ross)
- Muetter Museum (MHS)
- Delaware FFA State Convention (MHS) **This is an overnight trip**
- Smithsonian National Zoological Park (MHS)
- Philadelphia National Constitution Center (MHS)

Academic Calendar SY 2026



Charting the Course to Excellence

March 17, 2025

Academic Calendar Requirements



DDOE Student Requirements

1060 hours - Grades K-11

1032 hours - Grade 12

DDOE Staff Requirements

188 Days - Teachers

185 Days - Paraeducators



Milford SY 2026 Academic Calendar



Milford Students

1125 hours - Grades K-11

65 hours > state requirement

1047 hours - Grade 12

23 hours > state requirement

Milford Staff

188 Days - Teachers

185 Days - Paraeducators





Calendar Committee

MSD Stakeholder Groups

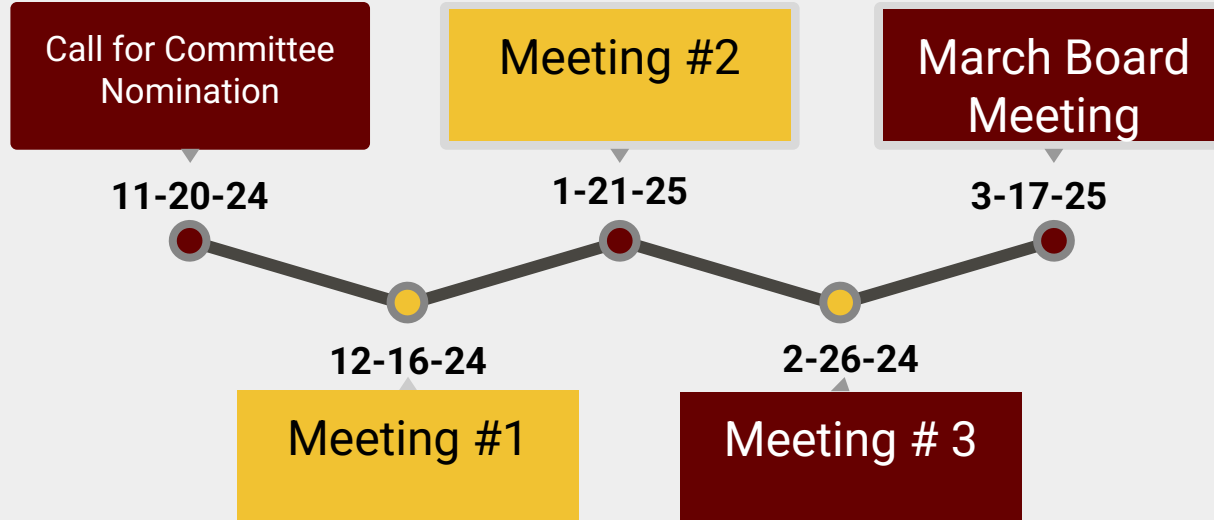
- Parents/Guardians
- Teachers
- Secretaries
- Paraeducators
- Administrators
- Milford Education Association

Committee Members

- Val Newsome
- Michelle Messick
- Danielle Deinert
- Yvette Denehy
- Karen Kebles
- Courtney Lee
- Jennifer Martin
- Bobbie Kilgore
- Amber Curtis
- Jenn Legg
- Leslie McMillan
- Jodi Messick
- Stacey Seilheimer
- Deanna McKee
- Carrie Holleger
- Diana Dill
- Trevor Metz




Calendar Committee Timeline





MSD Academic Calendar Considerations

- MSD Strategic Plan goals
- District instructional goals
- Professional development needs
- State/National Holidays
- State laws and regulations
- Board of Education policies
- Administrative procedural needs
- Educator needs
- Negotiated agreements between Milford School District and its employee groups

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MILFORD SCHOOL DISTRICT

2025-2026 CALENDAR

Student K-11: 1215 hours
Student Gr.12: 1095 hours
Teacher: 1885 days
Paraprofessional: 1587 days
Non Work Days for Paraprofessionals
11/10, 15, 42

August 2025

Su	Mo	Tu	We	Th	Fr	Sa
						1
	3	4	5	6	7	8
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

11-21: 1 Teacher Finish Day for classroom visits
21, A-15-20: Staff PD
29-32 month only

February 2026

Su	Mo	Tu	We	Th	Fr	Sa
						1
	2	3	4	5	6	7
9	10	11	12	13	14	
16	17	18	19	20	21	
23	24	25	26	27	28	

2 End of Marking Period 2
No School - President's Day
30 No School - Presidential Day

September 2025

Su	Mo	Tu	We	Th	Fr	Sa
						1
						2
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

11 No School - Labor Day
All students K-12 return to school

March 2026

Su	Mo	Tu	We	Th	Fr	Sa
						1
						2
						3
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

4 Mid-Marking Period 3
No School PD

October 2025

Su	Mo	Tu	We	Th	Fr	Sa
						1
						2
						3
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

3 Mid-Marking Period 1
No Staff PD
13 Family Conferences

April 2026

Su	Mo	Tu	We	Th	Fr	Sa
						1
						2
						3
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

1 End of Marking Period 3
No School PD
3-5 No School - Spring Break

November 2025

Su	Mo	Tu	We	Th	Fr	Sa
						1
						2
						3
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

5 End of Marking Period 1
No Staff PD
11 No School - Veterans' Day
26-32 month only
27-28 No School - Thanksgiving

May 2026

Su	Mo	Tu	We	Th	Fr	Sa
						1
						2
						3
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

1 Mid-Marking Period 1
No School - Memorial Day
26 Graduation Day

December 2025



thank
you

For your support



MILFORD SCHOOL DISTRICT 2025-2026 CALENDAR

Student K-11= 1125 hours
State Required = 1060 hours
Student Gr.12= 1055 hours
State Required = 1032 hours
Teacher = 188 Days
Paraprofessional = 185 Days
Non Work Days for Paraprofessionals
11/10, 1/5, 4/2

August 2025

		Su	M	Tu	W	Th	F	Sa
							1	2
		3	4	5	6	7	8	9
		10	11	12	13	14	15	16
Stdnt	Tchr	17	18	19	20	21	22	23
Aug	0	6	24	25	26	27	28	29
		31						

18-21: 1 Teacher Flex Day for classroom set-up
22, & 25-28: Staff PD
29-12 month only

September 2025

		Su	M	Tu	W	Th	F	Sa
			1	2	3	4	5	6
		7	8	9	10	11	12	13
Stdnt	Tchr	14	15	16	17	18	19	20
Sept	21	21	21	22	23	24	25	26
Total	21	27	28	29	30			

1: No School - Labor Day
2: All students K-12 return to school

October 2025

		Su	M	Tu	W	Th	F	Sa
					1	2	3	4
		5	6	7	8	9	10	11
Stdnt	Tchr	12	13	14	15	16	17	18
Oct	21	23	19	20	21	22	23	24
Total	42	50	26	27	28	29	30	31

3: Mid-Marking Period 1
10: Staff PD
13: Family Conferences

November 2025

		Su	M	Tu	W	Th	F	Sa
								1
		2	3	4	5	6	7	8
Stdnt	Tchr	9	10	11	12	13	14	15
Nov	15	16	16	17	18	19	20	21
Total	57	66	23	24	25	26	27	28
		30						

5: End of Marking Period 1
10: Staff PD
11: No School - Veteran's Day
26: 12 month only
27-28: No School - Thanksgiving

December 2025

		Su	M	Tu	W	Th	F	Sa
			1	2	3	4	5	6
		7	8	9	10	11	12	13
Stdnt	Tchr	14	15	16	17	18	19	20
Dec	15	15	21	22	23	24	25	26
Total	72	81	28	29	30	31		

17: Mid-Marking Period 2
22-23: 12-month only
24-31: No School - Winter Break

January 2026

		Su	M	Tu	W	Th	F	Sa
						1	2	3
		4	5	6	7	8	9	10
Stdnt	Tchr	11	12	13	14	15	16	17
Jan	18	19	18	19	20	21	22	23
Total	90	100	25	26	27	28	29	30
								31

1-2 : No School - Winter Break
5: Staff PD
19: No School - MLK Jr. Day

February 2026

		Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5	6	7
Stdnt	Tchr	8	9	10	11	12	13	14
Feb	18	19	15	16	17	18	19	20
Total	108	119	22	23	24	25	26	27
								28

2: End of Marking Period 2
9: Staff PD
16: No School - Presidents' Day

March 2026

		Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5	6	7
		8	9	10	11	12	13	14
Stdnt	Tchr	15	16	17	18	19	20	21
Mar	21	22	22	23	24	25	26	27
Total	129	141	29	30	31			

4: Mid-Marking Period 3
9: Staff PD

April 2026

		Su	M	Tu	W	Th	F	Sa
					1	2	3	4
		5	6	7	8	9	10	11
Stdnt	Tchr	12	13	14	15	16	17	18
Apr	15	16	19	20	21	22	23	24
Total	144	157	26	27	28	29	30	

1: End of Marking Period 3
2: Staff PD
3-10: No School - Spring Break

May 2026

		Su	M	Tu	W	Th	F	Sa
							1	2
		3	4	5	6	7	8	9
Stdnt	Tchr	10	11	12	13	14	15	16
May	20	20	17	18	19	20	21	22
Total	164	177	24	25	26	27	28	29
		31						

11: Mid-Marking Period 4
25: No School - Memorial Day
28: Graduation Day

June 2026

		Su	M	Tu	W	Th	F	Sa
			1	2	3	4	5	6
		7	8	9	10	11	12	13
Stdnt	Tchr	14	15	16	17	18	19	20
June	9	11	21	22	23	24	25	26
Total	173	188	28	29	30			

11: Last Student Day, End of Marking Period 4
12: Staff PD
15: Staff PD
19: District Closed - Juneteenth

Calendar Key:

White	Traditional Student Day
Gold	District Closed
Maroon	Staff Professional Development (PD)
Gray	District Open with no students/staff

Report Cards Issued: 11/19, 2/18, 4/15, 6/11

***Updated 3/4/25**

Policy 6103 Update



Charting the Course to Excellence

March 17, 2025



Core Belief

We Believe the foundation of excellence is rooted in an academically rigorous curriculum, supportive instruction, and high expectations for each learner.

[Milford School District Strategic Plan: Charting the Course to Excellence](#)

Policy 6103 Committee



This committee includes individuals from across the MSD and from the Milford community. The committee will discuss proposed policy updates for MSD Board Policy 6103. This committee is not an approval body, but instead serves as a group of individuals representing a variety of perspectives that will provide feedback to the Milford School Board on potential updates to Policy 6103, and if needed, help to communicate those changes out to the broader Milford community.

Committee Members



Rene Diaz

Jennifer Massotti

Greer Stangl

Ryan McNulty

Stephanie Short

Kristin Galati

Jean Wylie

Brian Clarke

Yanelle Powell

Trish Marvel

Kimberly Webb

Matt Faulkner



Policy 6103 Committee Process

- 12 Members were nominated or volunteered
- Three committee meetings
 - October 9, 2024
 - November 13, 2024
 - December 4, 2024
- Committee members
 - read closely and analyzed the policy documents
 - discussed what they identified to be the purpose of both Policy 6103 and the proposed revision to the policy as presented in July
 - proposed and came to a consensus on revised language for the policy if a revision is determined to be necessary

MILFORD SCHOOL DISTRICT
Milford, Delaware 19963
POLICY

6103

POLICY WITH REGARD TO ADHERENCE TO THE CURRICULUM
CONTROVERSIAL/ISSUES

Purpose:

The Milford School District Board of Education believes that academic freedom is essential to the fulfillment of the purposes of the District, and they acknowledge the fundamental need to protect teachers staff from censorship or restraint which might interfere with the performance of their teaching functions. The Board believes that education for effective citizenship is a goal of the Milford School District. To achieve this goal, students should have an opportunity to examine controversial/sensitive issues within the context of educational experiences and environment. The purpose of this policy is to establish guidelines for District Staff and students to teach and learn about the instructional material rather than explicitly or implicitly expressing personal beliefs on the issue. In the District, controversial/sensitive material is material that arouses strong reactions representing differing points of view.

Definitions:

Staff: The term “staff” includes all paid full-time, part-time, and substitute staff and for these purposes’ members of the Board of Education for the Milford School District

Administration: Administration involves the management of all school daily operations, ensuring that students and teachers have the resources and environments they need to achieve success. District and school administrators are responsible for providing instructional leadership and developing, implementing, and evaluating district and school systems and policies. District administrators include superintendents and central administration staff under the direction of a school board. School administrators mainly include principals and assistant principals. District and school administrators play a critical role in improving the learning environment and overall academic progress of their students.

Policy: To assist MSD staff in handling controversial and/or sensitive issues the Board requires:

- A. All MSD staff shall be responsible for providing students opportunities to investigate all sides of any topics and materials introduced or presented and shall be especially responsible for providing such opportunities regarding controversial/sensitive subjects. Such material must be relevant to the course of study, as defined in the course objectives, the MSD approved curriculum, and be appropriate to the maturity level and intellectual ability of the students.

- ~~B. The teacher~~ All MSD Staff shall present and permit multiple viewpoints and the expression of the opinions of others. ~~and encourage students to examine, analyze, and evaluate all available information about such topics and materials so that each may form his/her own opinions.~~ Students shall be encouraged to examine, analyze, and evaluate all available information about such topics and materials so that each may form his/her own opinions. Teachers at all times shall strive to promote tolerance of the opinions of others and of the right of individuals to form and hold differing opinions.
- C. MSD Staff shall ensure that the learning environment is free of conduct or items that has a purpose of effect, intentionally or unintentionally, of substantially interfering with a student's performance in the educational environment.
- D. MSD Staff shall ensure that the learning environment is free of conduct or items that intentionally or unintentionally creates an intimidating, exclusionary, hostile, or offensive educational environment.
- E. ~~A teacher~~ MSD Staff shall deal with subject matter making current news relevant in the same manner as course material noted above.
- F. ~~A teacher~~ MSD Staff shall not use his/her position to further personal political aims.
- G. When MSD Staff has doubts about the appropriateness of discussing certain controversial/sensitive issues in the classroom and seeks the advice of a the principal, the principal should offer guidance. If the principal and staff member are unable to agree, the matter will be referred to the Superintendent or their designee.
- No adult group, internal nor external stakeholders, has the right, without authorization of the administration, to present arguments for or against any issue directly to students or to the class. The staff member, may however, with administration approval, invite representatives of different viewpoints to appear before the class to discuss their opinions.
 - To further content neutrality, administration shall not permit the one-sided presentation of political/ideological decorations, visual aids, or instructional materials, whether for or against any cause or issue.

ADOPTED: 11/18/74; 1/12/76; 7/19/82, TBD

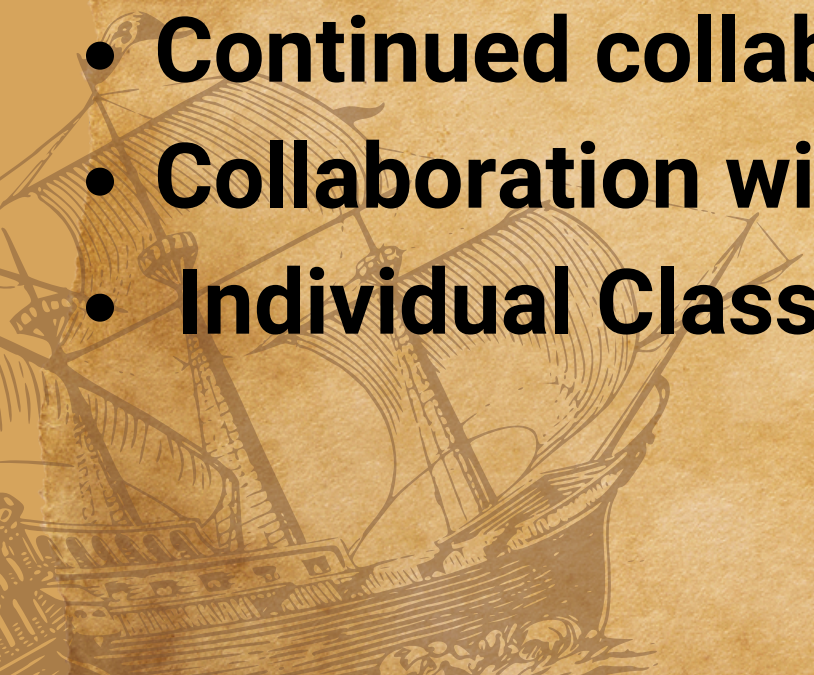
Milford School District Safety Update

March 17, 2025



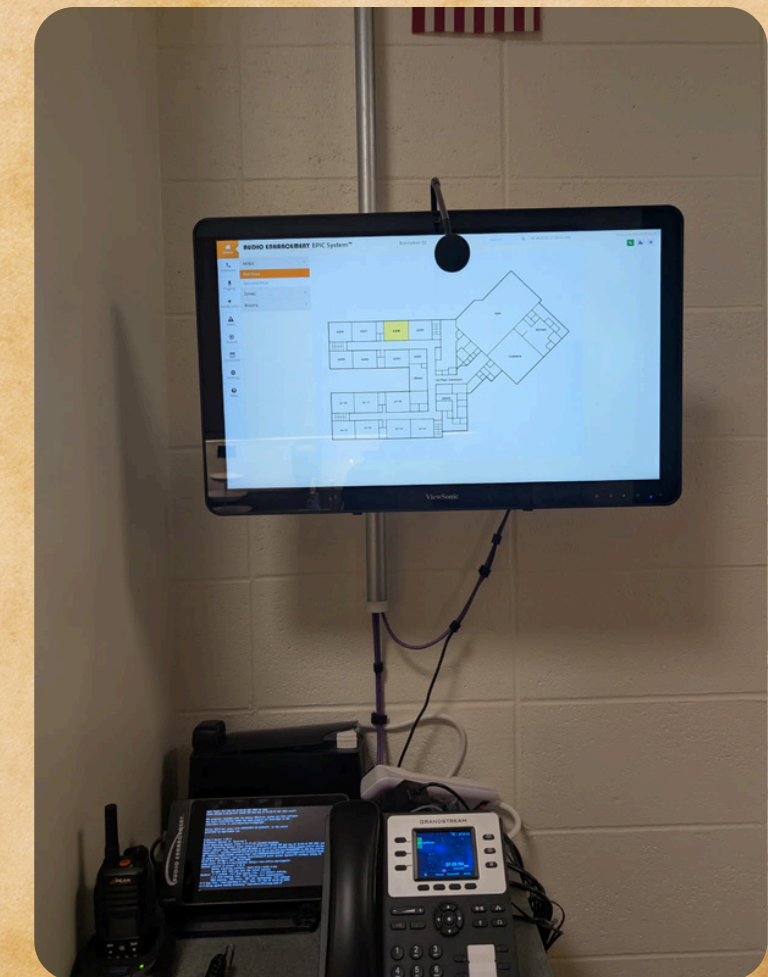
Ongoing Safety Standards

- **CRASE Violent intruder response training for all district employees.**
- **Updated emergency response guide and incident command structure and identified rally points for all schools.**
- **Hard corners identified and labeled in all schools**
- **Vision panel covers**
- **Safety bags**
- **Constables in all schools, two substitutes**
- **Continued collaboration with Milford PD and state stakeholders**
- **Collaboration with community stakeholders in creating a reunification plan**
- **Individual Classroom Safety Plans being introduced for input and roll out in 25/26 SY**



Audio Enhancement System

- Bell and paging systems
- Multi-faceted system: connects with bells, intercom, classroom audio and safety
- Assists with classroom audio for all students promoting inclusivity
- Lanyard for teachers to notify main office of an emergency
- Alert button on classroom wall to allow for emergency notification



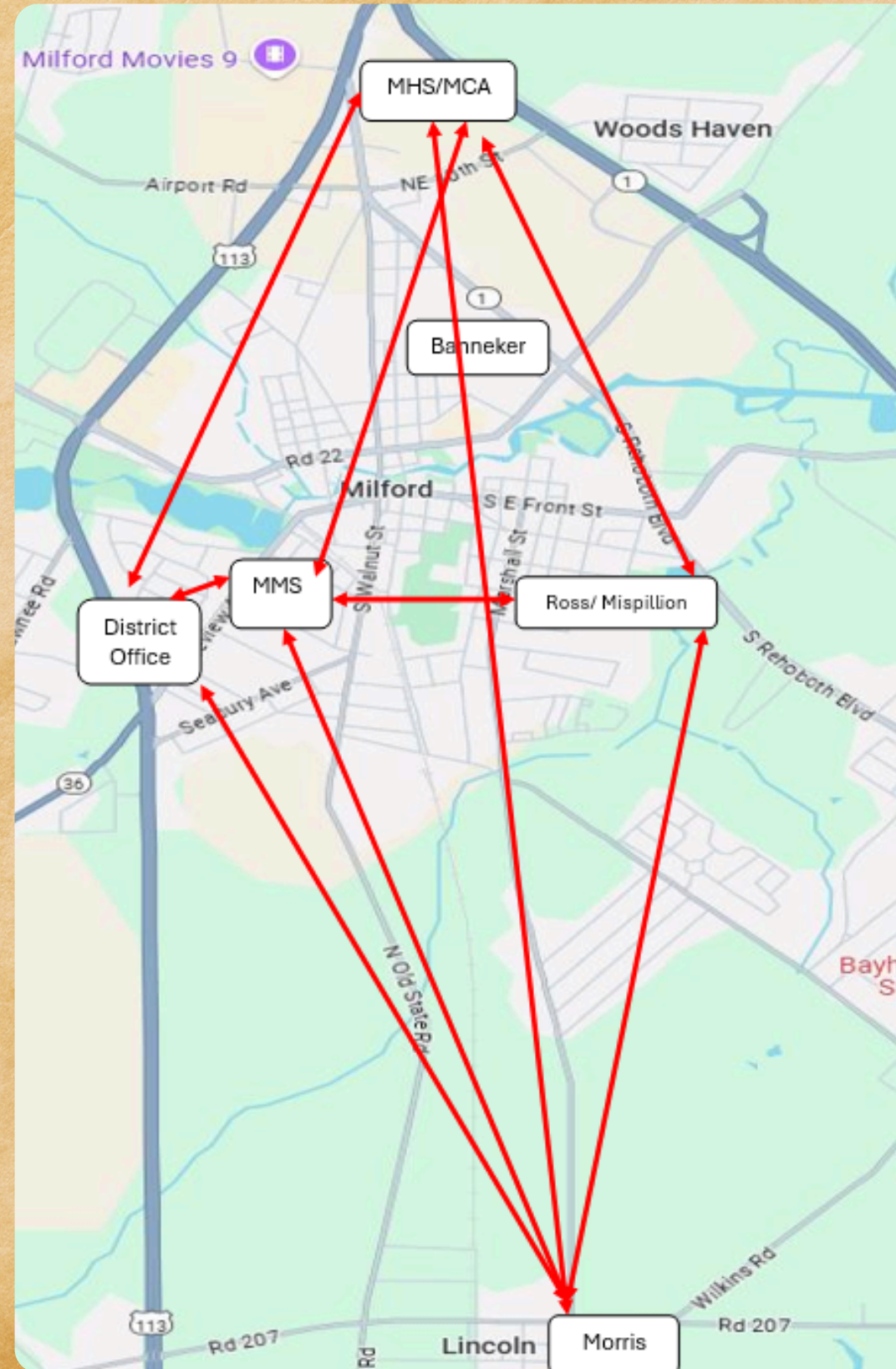
Lockdown Button Intruder Alert

- **Connected to the paging system and door system**
- **Allows for**
 - **immediate lockdown of all magnetic doors**
 - **immediate first responder notification**
 - **audible message to notify all internally**



District Radio System

- Districtwide radio access
- Emergency channel for all admin to communicate



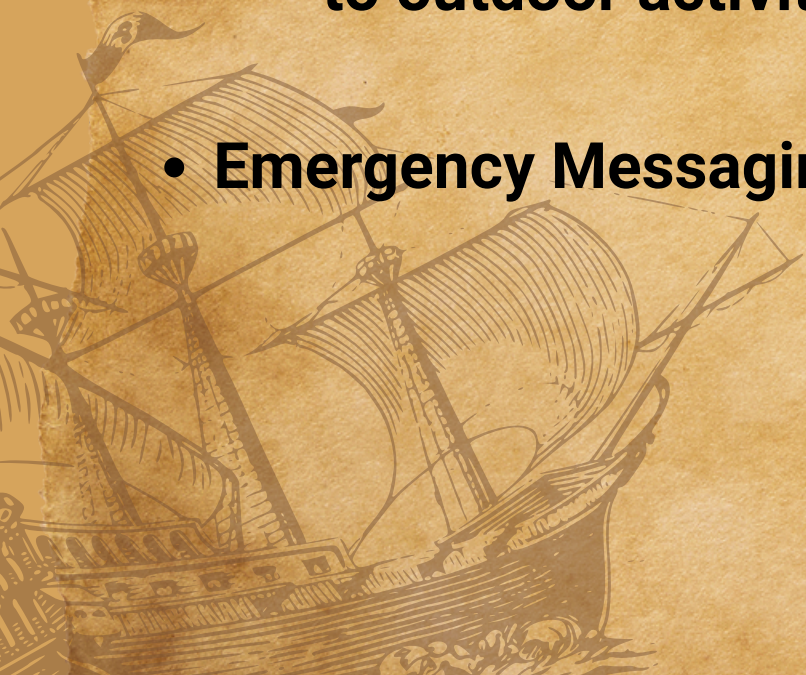
Weapons Detection System

- **Opengate CEIA Security Metal Detectors**
- **Fast, automatic, non-invasive screening**
- **Mobile with quick, easy set up**
- **Indoor and outdoor use**
- **Remote management from electronic devices**
- **Use of metal detectors will be at the discretion of administration**



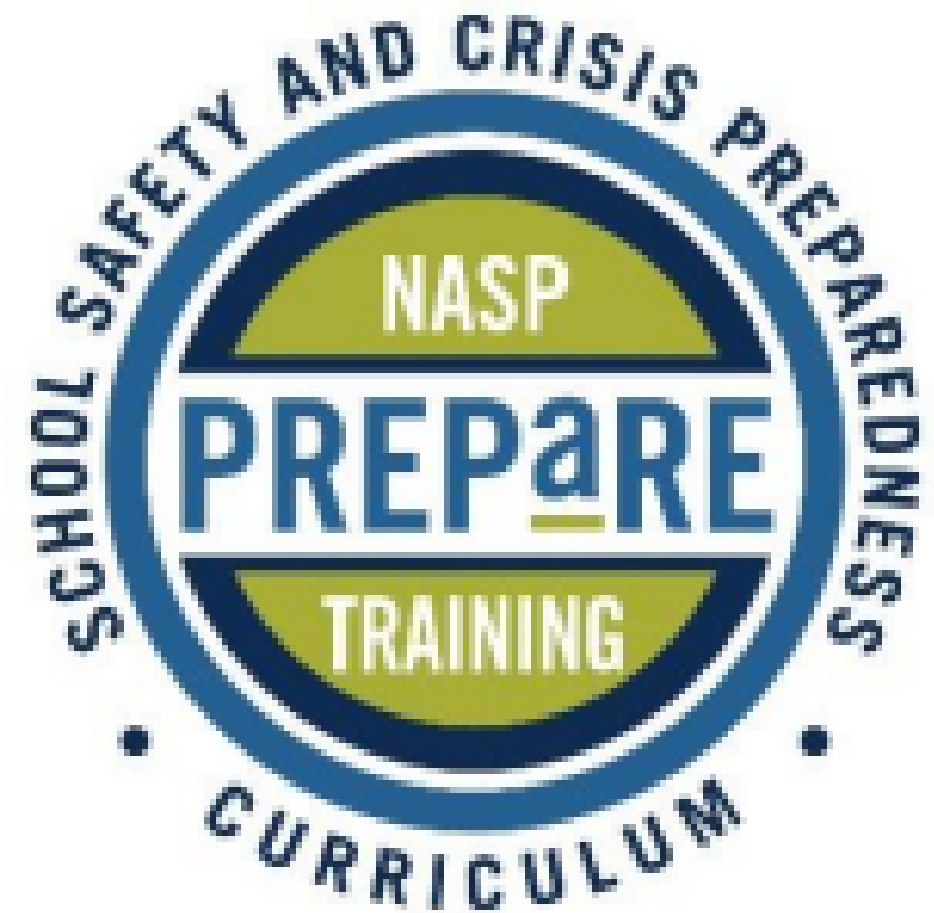
Perryweather Application

- **Weather Alert System - Secondary Campus**
 - Installed on the top of Carey-Simpson Building
 - Day to day real-time weather forecast
 - Access to Meteorologists providing weather forecasts specific to Secondary Campus and surrounding area
- **Lightning Alert System**
 - Will send alert outdoors to clear the area
 - Monitors the area to provide an “all clear” to return to outdoor activities
- **Emergency Messaging**



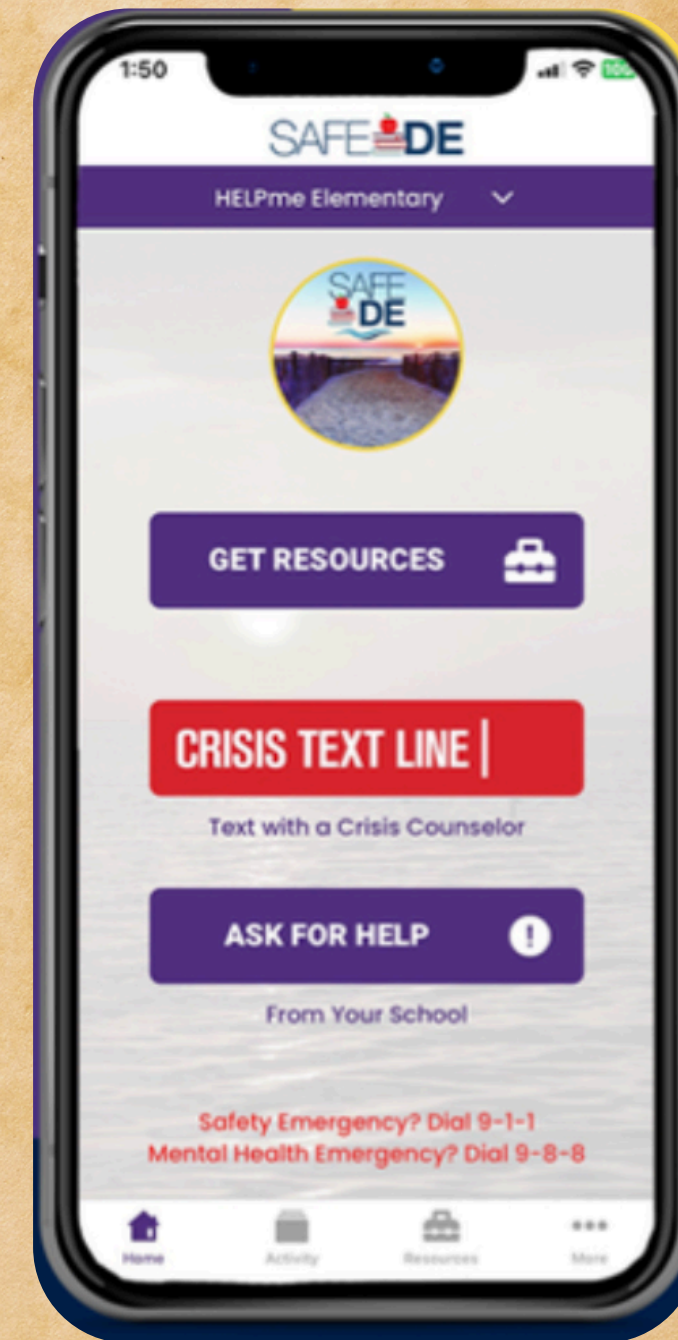
PREPaRE Framework

- Emergency preparedness, response, and recovery framework
- Staff training across the district for implementation
- Two staff will be trained as trainers in June for sustainability



SAFEDe Application

- State sponsored mobile application
- Anonymous reporting system for staff, students and families for help with various needs



Behavioral Threat Assessment Process

		Not a Threat	Transient	Serious Substantive	Very Serious Substantive	Sum:
2024	September		4	1		5
2024	October		2	1	1	4
2024	November	1	1			2
2024	December		3	3	1	7
2025	January		1			1
Sum:		1	11	5	1	19

**Comprehensive School Threat
Assessment Guidelines:**
*Intervention and Support
to Prevent Violence*



First Aid/CPR and Stop the Bleed Training



Thank You



Milford School District
Monthly Report of Expenditures
For the month ended February 28, 2025

Operating Unit	Budget Line	Final Budget			% Remaining	
		Amount	Encumbered	Expended	Budget Remaining	
9180668A	Benjamin Banneker Elementary School	\$ 73,450.00	7,554.99	28,436.67	\$ 37,458.34	51.00%
9180670A	Evelyn I. Morris Early Childhood Center	\$ 65,290.00	3,759.14	45,569.13	\$ 15,961.73	24.45%
9180672A	Lulu M. Ross Elementary School	\$ 91,190.00	1,830.39	42,646.43	\$ 46,713.18	51.23%
9180673A	Mispillion Elementary School	\$ 75,690.00	2,667.94	37,169.27	\$ 35,852.79	47.37%
9180675A	Milford Central Academy	\$ 132,855.00	7,688.86	56,785.98	\$ 68,380.16	51.47%
9180678A	Milford Senior High School	\$ 190,350.00	8,230.46	108,674.79	\$ 73,444.75	38.58%
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	\$ 90,000.00	7,260.27	59,628.16	\$ 23,111.57	25.68%
99900300	District Expenditures	\$ 100,000.00	765.00	33,661.25	\$ 65,573.75	65.57%
	School Safety and Security	\$ 287,717.00	84,053.39	199,277.39	\$ 4,386.22	1.52%
	Public Relations and Communication	\$ 40,000.00	9,950.00	19,871.16	\$ 10,178.84	25.45%
	Copy Center (District Wide)	\$ 165,000.00	60,783.40	101,720.72	\$ 2,495.88	1.51%
99910100	Superintendent	\$ 1,500.00	-	533.54	\$ 966.46	64.43%
99920000	World Language Immersion (State Grant)	\$ 125,575.18	-	48,517.16	\$ 77,058.02	
	Student Success Block Grant (Reading)	\$ 374,860.00	-	167,633.73	\$ 207,226.27	55.28%
	Opportunity Grant Mental Health	\$ 918,870.00	-	48,083.42	\$ 870,786.58	94.77%
	Education Opportunity Grant	\$ 2,584,339.84	-	8,710.52	\$ 2,575,629.32	99.66%
	CPR Instruction (State)	\$ 1,050.72	-	-	\$ 1,050.72	100.00%
	Summer School	\$ 30,000.00	-	-	\$ 30,000.00	100.00%
	Translators	\$ 5,000.00	-	2,835.22	\$ 2,164.78	43.30%
	Extra Time Programs	\$ 30,000.00	-	5,568.34	\$ 24,431.66	81.44%
	Curriculum and Instruction	\$ 150,000.00	-	72,361.37	\$ 77,638.63	51.76%
99920700	Athletics - High School	\$ 220,000.00	7,500.00	158,742.06	\$ 53,757.94	24.44%
	Athletics - Milford Central Academy	\$ 46,500.00	-	29,908.91	\$ 16,591.09	35.68%
99920800	Driver's Education	\$ 23,355.00	-	7,624.23	\$ 15,730.77	67.36%
99930200	Tuition - Special Services	\$ 330,000.00	-	248,936.83	\$ 81,063.17	24.56%
	Tuition - Special Services - ILC	\$ 275,000.00	911.82	121,410.50	\$ 152,677.68	55.52%
	Unique Alternatives (State Funds)	\$ 62,382.48	-	2,065.80	\$ 60,316.68	96.69%
99930300	Special Services	\$ 59,500.00	11,380.81	37,061.55	\$ 11,057.64	18.58%
	Special Services - State Related Services	\$ 151,760.58	1,562.50	150,198.08	\$ -	0.00%
99940100	Contingencies and One-Time Items	\$ 425,000.00	4,643.65	158,951.46	\$ 261,404.89	61.51%
99940200	Division I/Formula Salaries	\$ 39,043,052.49	-	25,975,603.12	\$ 13,067,449.37	33.47%
99940300	Division II - Vocational	\$ 115,046.00	-	9,230.47	\$ 105,815.53	91.98%
99940400	Division III/Local Salaries	\$ 13,108,962.94	-	8,305,429.44	\$ 4,803,533.50	36.64%
	Union agreed Limited Contracts	\$ 385,000.00	-	191,442.03	\$ 193,557.97	50.27%
99940500	Title I	\$ 1,760,148.00	245,742.06	345,568.80	\$ 1,168,837.14	66.41%
	Title II	\$ 340,367.00	-	43,077.36	\$ 297,289.64	87.34%
	Title III	\$ 115,869.00	-	5,702.07	\$ 110,166.93	95.08%
	Title IV	\$ 215,270.00	-	-	\$ 215,270.00	100.00%
	IDEA Part B	\$ 1,316,991.00	-	-	\$ 1,316,991.00	100.00%
	IDEA Preschool	\$ 58,767.00	-	26,664.21	\$ 32,102.79	54.63%
	Perkins	\$ 146,886.00	10,193.64	4,099.15	\$ 132,593.21	90.27%
99940600	Insurance Expense	\$ 160,000.00	-	158,267.00	\$ 1,733.00	1.08%
99940700	District Donations	\$ 25,000.00	1,031.80	15,103.25	\$ 8,864.95	35.46%
99940810	Technology Equipment & Repair	\$ 286,500.00	6,892.54	155,738.94	\$ 123,868.52	43.24%
	Technology Block Grant	\$ 106,353.00	1,013.04	10,670.73	\$ 94,669.23	89.01%
99940900	Tuition Reimbursement - Administration	\$ 15,000.00	-	-	\$ 15,000.00	100.00%
	Tuition Reimbursement	\$ 70,000.00	-	34,999.99	\$ 35,000.01	50.00%
99950000	Personnel/Human Resources	\$ 12,500.00	118.98	6,069.38	\$ 6,311.64	50.49%
99960000	Child Nutrition Operations	\$ 2,700,000.00	223,153.08	2,191,786.63	\$ 285,060.29	10.56%
	Cafeteria Salaries	\$ 745,521.00	-	517,760.01	\$ 227,760.99	30.55%
99960100	Facilities Maintenance	\$ 90,000.00	-	45,687.52	\$ 44,312.48	49.24%
	Custodial Services and Supplies	\$ 150,000.00	-	111,884.56	\$ 38,115.44	25.41%
99960200	Operations and Utilities	\$ 356,500.00	55,225.68	313,769.62	\$ (12,495.30)	-3.50%
	Energy Division II	\$ 847,099.00	518,637.22	151,484.07	\$ 176,977.71	20.89%
99960300	State Transportation	\$ 4,172,159.82	-	2,489,787.35	\$ 1,682,372.47	40.32%
	State Homeless Transportation	\$ 645,492.00	-	380,403.90	\$ 265,088.10	41.07%
	State Foster Transportation	\$ 191,196.00	-	118,438.00	\$ 72,758.00	38.05%
	Transportation Supplies	\$ 1,000.00	-	1,000.00	\$ -	0.00%
99960400	Transportation Internal Budget (Local)	\$ 20,000.00	397.66	15,642.78	\$ 3,959.56	19.80%
	Local Homeless Transportation Match	\$ 71,721.33	-	52,412.90	\$ 19,308.43	26.92%
	Local Transportation Match	\$ 462,351.09	-	282,283.02	\$ 180,068.07	38.95%
Total Operating Budget		\$ 74,884,988.47	\$ 1,282,948.32	\$ 43,962,954.97	\$ 29,639,085.18	39.58%
99970000	Local Debt Service	\$ 2,106,795.45	-	1,002,420.62	\$ 1,104,374.83	52.42%
99970200	Minor Capital Improvements	\$ 869,170.00	86,052.12	58,094.30	\$ 725,023.58	83.42%
Total Capital Budget		\$ 2,975,965.45	\$ 86,052.12	\$ 1,060,514.92	\$ 1,829,398.41	61.47%
Grand Total		\$ 77,860,953.92	\$ 1,369,000.44	\$ 45,023,469.89	\$ 31,468,483.59	40.42%

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

MILFORD SCHOOL DISTRICT
Fiscal Year 2025 Monthly Revenue Report
As of February 28, 2025
67% of the Fiscal Year completed

REVENUE SOURCE	Final FY 2025 Budget	Actual to date	% received
STATE FUNDS			
Formula Salaries	38,922,522.74	33,846,846.05	86.96%
Cafeteria Salaries	745,521.00	745,521.00	100.00%
Division II, All Other Costs	1,115,494.00	1,115,494.00	100.00%
Division II, All Other Costs - VOC	115,046.00	115,046.00	100.00%
Division II, Energy	847,099.00	847,099.00	100.00%
Division III, Equalization	6,138,589.00	6,138,589.00	100.00%
State Transportation	4,172,159.82	4,163,986.02	99.80%
Homeless Transportation	645,492.00	645,492.00	100.00%
Foster Care Transportation	191,196.00	191,196.00	100.00%
Transportation Supply	1,000.00	1,000.00	100.00%
Related Services Cash Option	151,760.58	151,760.58	100.00%
Drivers' Education	23,355.00	23,355.00	100.00%
Unique Alternatives	62,382.48	98,292.48	157.56%
Delaware Sustainment Fund	794,671.00	794,671.00	100.00%
Technology Block Grant	106,353.00	106,353.00	100.00%
World Language Expansion	125,575.18	125,575.18	100.00%
Education Opportunity Grant	2,584,339.84	2,584,339.84	100.00%
Education Opportunity Grant - Mental Health	463,657.00	463,657.00	100.00%
Student Success Block Grant - Reading	374,860.00	374,860.00	100.00%
Mental Health Block Grant Grades 9-12	455,213.00	455,213.00	100.00%
Substitute Reimbursement- Paid Parental Leave	60,662.75	60,662.75	100.00%
School Safety and Security	287,717.00	287,717.00	100.00%
CPR Instruction/Child Safety Awareness	1,050.72	1,050.72	100.00%
Athletic Trainer Block Grant	59,867.00	59,867.00	100.00%
Minor Capital Improvements	521,502.00	910,585.00	174.61%
Major Capital Improvements	-	-	
TOTAL STATE FUNDS	58,967,086.11	54,308,228.62	92.10%
LOCAL FUNDS			
Current Expense (tax rate)	9,985,000.00	9,639,807.05	96.54%
Current Expense (capitations)	200.00	-	0.00%
Debt Service	2,300,000.00	2,641,593.61	114.85%
Debt Service - County Impact Fees	92,500.00	36,477.67	39.44%
Tuition	1,400,000.00	1,370,874.64	97.92%
Minor Capital Improvements	347,668.00	338,773.81	97.44%
Interest	1,835,000.00	1,243,487.90	67.77%
Athletics	32,500.00	25,382.00	78.10%
CSCR	45,000.00	40,508.50	90.02%
Indirect Costs	75,000.00	49,516.32	66.02%
Cafeteria	2,700,000.00	1,329,492.01	49.24%
District Donations	98,500.00	72,959.73	74.07%
Building Rental	4,500.00	3,760.00	83.56%
E-Rate	-	2,653.20	
Net Choice Billings	(235,427.24)	(235,427.24)	100.00%
Net Charter Billings	(294,701.28)	(294,701.28)	100.00%
Tuition Billings	(2,100,000.00)	(1,528,511.09)	72.79%
Other Local Revenue	35,000.00	14,505.08	41.44%
Education Opportunity Match	-	-	
Extra Time Local Match	-	-	
Reading and Match Specialist Match	-	-	
Technology Maintenance Match	-	-	
Major Capital Improvements	-	-	
TOTAL LOCAL FUNDS	16,320,739.48	14,751,151.91	90.38%
FEDERAL FUNDS			
IDEA Part B	1,316,991.00	1,316,991.00	100.00%
IDEA - Preschool	58,767.00	58,767.00	100.00%
Title I	1,760,148.00	1,760,148.00	100.00%
Title II	340,367.00	340,367.00	100.00%
Title III English Acquisition	115,869.00	115,869.00	100.00%
Title IV	215,270.00	215,270.00	100.00%
Perkins	146,886.00	146,886.00	100.00%
Other federal revenue	-	-	
TOTAL FEDERAL/OTHER FUNDS	3,954,298.00	3,954,298.00	100.00%
GRAND TOTAL ALL FUNDS	79,242,123.59	73,013,678.53	92.14%

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	\$ 166,602.69	\$ 3,662,551.69	\$ 1,828,887.09	\$ 1,833,664.60	\$ -	\$ 3,662,551.69	
Expense Reduction - CTF Funding (Zack Excavating)						(462,500.00)		(157,500.00)		(157,500.00)	
Blue Heron Contracting Inc	650093	B-4	677958	\$ 1,590,069.00	\$ 10,420.00	\$ 1,600,489.00	\$ 63,129.49	\$ 1,537,359.51	\$ -	\$ 1,600,489.00	
L. Wilson Masonry Inc	244015	B-5	677956	\$ 2,960,000.00	\$ 35,879.76	\$ 2,995,879.76	\$ 726,386.10	\$ 2,269,493.66	\$ -	\$ 2,995,879.76	
Delmarva Veteran Builder	317909	B-7	677955	\$ 5,149,786.00	\$ (60,042.22)	\$ 5,089,743.78	\$ 3,238,308.94	\$ 1,851,434.84	\$ -	\$ 5,089,743.78	
Quality Exteriors Inc	26893	B-8	677952	\$ 2,324,188.00	\$ (49,800.00)	\$ 2,274,388.00	\$ 1,007,268.02	\$ 1,267,119.98	\$ -	\$ 2,274,388.00	
Selma Inc DBA Salisbury Door & Hardware	28649	B-9	677948	\$ 596,815.00		\$ 596,815.00	\$ 59,115.00	\$ 537,700.00	\$ -	\$ 596,815.00	
Walker & Laberge of Delaware Inc.	31519	B-10	677945	\$ 2,172,000.00		\$ 2,172,000.00	\$ 1,588,510.00	\$ 583,490.00	\$ -	\$ 2,172,000.00	
Master Interiors Inc	26048	B-12	677943	\$ 698,097.00		\$ 698,097.00	\$ 493,041.63	\$ 205,055.37	\$ -	\$ 698,097.00	
Jamestown Painting & Decorating Inc	26542	B-14	677941	\$ 585,570.00		\$ 585,570.00	\$ 548,714.75	\$ 36,855.25	\$ -	\$ 585,570.00	
Modular Concepts Inc	26631	B-15	677940	\$ 550,000.00		\$ 550,000.00	\$ 409,229.00	\$ 140,771.00	\$ -	\$ 550,000.00	
11400 Inc	137841	B-16	677938	\$ 878,000.00		\$ 878,000.00	\$ 431,025.00	\$ 446,975.00	\$ -	\$ 878,000.00	
Ralph G. Degli Obizzi & Sons, Inc	24941	B-17	677936	\$ 8,375,000.00	\$ 105,992.00	\$ 8,480,992.00	\$ 2,183,373.81	\$ 6,297,618.19	\$ -	\$ 8,480,992.00	
Bear Industires Inc	25487	B-18	677928	\$ 879,150.00		\$ 879,150.00	\$ 383,608.07	\$ 495,541.93	\$ -	\$ 879,150.00	
Continental Electrical Services Inc	125778	B-19	677931	\$ 4,015,000.00		\$ 4,015,000.00	\$ 2,144,734.05	\$ 1,870,265.95	\$ -	\$ 4,015,000.00	
Peninsula Acoustical Co. Inc.	24549	B-20	677925	\$ 1,030,000.00	\$ 128,415.52	\$ 1,158,415.52	\$ 1,145,875.52	\$ 12,540.00	\$ -	\$ 1,158,415.52	
North East Contractors Inc	28982	B-11	678374	\$ 4,140,000.00	\$ 91,854.55	\$ 4,231,854.55	\$ 1,824,037.70	\$ 2,407,816.85	\$ -	\$ 4,231,854.55	
RC Fabricators	26366	B-6	678391	\$ 4,670,000.00		\$ 4,670,000.00	\$ 440,476.50	\$ 4,229,523.50	\$ -	\$ 4,670,000.00	
Flooring Solutions, Inc	28899	B-13	687909	\$ 2,404,266.00		\$ 2,404,266.00	\$ 1,517,055.76	\$ 887,210.24	\$ -	\$ 2,404,266.00	
CM											
Richard Y Johnson & Son Inc	24881		605301	\$ 3,731,124.00	\$ 214,570.23	\$ 3,945,694.23	\$ 920,881.62	\$ 3,024,812.61	\$ -	\$ 3,945,694.23	
Architect											
Buck Simpers Architect and Associates	25833		612154	\$ 4,473,229.00		\$ 4,473,229.00	\$ 441,986.67	\$ 4,031,242.33	\$ -	\$ 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											
G.A. Blanco (Furniture)				\$ 1,761,836.54		\$ 1,761,836.54	\$ 1,761,836.54		\$ -	\$ 1,761,836.54	
Visual Sound			715486	\$ 195,281.40		\$ 195,281.40	\$ 195,281.40		\$ -	\$ 195,281.40	
Dell (Student Devices)				\$ 388,974.00		\$ 388,974.00	\$ 370,224.00	\$ 18,750.00	\$ -	\$ 388,974.00	
Technology Equipment and Consulting				\$ 206,201.37		\$ 206,201.37	\$ 181,180.00	\$ 25,021.37	\$ -	\$ 206,201.37	
Cunningham Recreation/Playcore (Playground)				\$ 507,951.00		\$ 507,951.00	\$ 507,951.00		\$ -	\$ 507,951.00	
A3 Communications (Advantech) Construction Funded			678196	\$ 3,535,324.40		\$ 3,535,324.40	\$ 1,828,349.40	\$ 1,706,975.00	\$ -	\$ 3,535,324.40	
Magnum Electronics Radio Repeater			695443	\$ 10,729.01		\$ 10,729.01	\$ 10,034.01	\$ 695.00	\$ -	\$ 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	
Administration				\$ 115,157.47		\$ 115,157.47		\$ 115,157.47	\$ -	\$ 115,157.47	
Total Project				\$64,090,511.84	\$688,242.53	\$64,201,096.90	\$26,274,029.51	\$38,347,224.86	\$ -	\$64,621,254.37	

1.07% Total Per DSC \$ 26,274,029.51 \$ 38,347,224.86 \$ - \$ 64,621,254.37
Difference \$ - \$ - \$ - \$ 64,621,254.37

Balance \$ 7,649,245.63

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-24	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

March 17, 2025

Contract Vendor	Change Order Number	Description	Change Order Amount
Continental Electircal Services	B19-01; B19-04	Change quantity of light fixtures in Area D (historic section) corridors; Cost to expedite main distribution panel, allowing us to get permanent power on by the first week of April; includes changes required by the City of	\$ (5,144.00)
Continental Electircal Services	B19-02; B19-03; B19-07	Milford for testing; adds surge arrestor to new transformer	\$ 23,941.00
Continental Electircal Services	B19-05	This power for the wheelchair lift that was added when we didn't take the third elevator option.	\$ 13,803.00
Delmarva Veteran Builders	B7-03	Add metal ceiling to Maintenance building	\$ 13,352.68
Flooring Solutions	B13-01R	Changes to bathroom flooring in existing building to a troweled applied stonehard after evaluating material and considering long term durability. (i.e. concerns old material would crack over time)	\$ 5,218.90
Jamestown Painting	B14-01	Additional painting for doors and frames, painting of bulkheads added and soffits. The bulkhead and soffits are added to hide mechanical and electrical materials above the ceilings.	\$ 4,777.09
North East Contractors	B11-03/04	Credit for drywall ceilings in pole building, we are changing it to metal.	\$ (1,130.82)
TOTAL COST ADJUSTMENT			\$ 54,817.85



AIA Document G731™ – 2019

Change Order, Construction Manager as Adviser Edition

PROJECT: (name and address)

Milford Middle School
612 Lakeview Ave
Milford, DE 19963

OWNER: (name and address)

Milford School District

906 Lakeview Ave
Milford, DE 19963

CONTRACTOR: (name and address)

Continental Electrical Services LLC
3 Mill Park Ct
Newark, DE 19713

CONTRACT INFORMATION:

Contract For: B-19: Electrical
Date: 12/19/23

ARCHITECT: (name and address)

Buck Simpers Architects &
Associates
954 Justison St
Wilmington, DE 19801

CHANGE ORDER INFORMATION:

Change Order Number: B19-01
Date: 12/19/24

CONSTRUCTION MANAGER: (name and address)

Richard Y. Johnson & Son, Inc.

18404 Johnson Road
PO Box 105
Lincoln, DE 19960

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

ASI #54 - Fixture Types B/BE and C/CE quantity changes in Area D Corridors

The original Contract Sum was
Net change by previously authorized Change Orders
The Contract Sum prior to this Change Order was
The Contract Sum will be increased by this Change Order in the amount of
The new Contract Sum including this Change Order will be

\$	4,015,000.00
\$	0.00
\$	4,015,000.00
\$	2,906.00
\$	4,017,906.00

The Contract Time will be increased by Zero (0) days.
The Contractor's Work shall be substantially complete on

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONSTRUCTION MANAGER, CONTRACTOR, AND OWNER.

Buck Simpers Architects & Associates

ARCHITECT (Firm name)

SIGNATURE

PRINTED NAME AND TITLE

3/6/25

DATE:

Continental Electrical Services LLC

CONTRACTOR (Firm name)

Richard Y. Johnson & Son, Inc.

CONSTRUCTION MANAGER (Firm name)

SIGNATURE

Dean Johnson, CEO/COO

PRINTED NAME AND TITLE

DATE:

Milford School District

OWNER (Firm name)

<p><i>Dennis Gregg</i></p> <hr/> <p>SIGNATURE</p> <p><i>DENNIS GREGG PROJECT MANAGER</i></p> <hr/> <p>PRINTED NAME AND TITLE</p> <p><i>12/19/2024</i></p> <hr/> <p>DATE:</p>	<p>SIGNATURE</p> <hr/> <p>Sara Hale, COO</p> <hr/> <p>PRINTED NAME AND TITLE</p> <hr/> <p>DATE:</p>
--	---

SIGNATURE

PRINTED NAME AND TITLE

DATE:

SIGNATURE

Sara Hale, COO

PRINTED NAME AND TITLE

DATE:

CONTINENTAL Electrical Services LLC.

CHANGE ORDER REQUEST

Submitted To: RICHARD Y. JOHNSON & SON, INC. Original Contract: \$4,015,000.00
Job Name: MILFORD MIDDLE SCHOOL Date: 12/18/2024
Job #: 24-002 Change Order #: 10

This Change Order Request (C.O.R.) contains an itemized quotation for changes in the Contract Sum or Contract Time in response to proposed modifications to the Original Contract: Reference ASI #54 - Fixture Types B/BE and C/CE quantity changes in Area D Corridors.

Description of Proposed Changes:

- Fixture Types B/BE and C/CE quantity changes in Area D Corridors in accordance with ASI #54 and Kendall Electric quote dated Dec. 17, 2024. Please see attached. This is a material change only, no change in labor.
- Does not include change to fixture Types D2/D2E. This will be included in Continental Electrical Change Order Request #11.
- All work to be performed between the hours of 7:00 - 3:30 PM, Monday through Friday excluding holidays.
- All trash to be taken to an onsite dumpster provided and maintained by others.
- Any contract modification arising from this proposal is subject to mutually agreeable schedule, terms and conditions.

Attached supporting information from: ☐ Subcontractor ☒ Supplier

Labor:				
Class	Rate	Hours	Total	
Foreman	\$ 106.88	0	\$ -	
Journeyman	\$ 106.88	0	\$ -	
PM/Office	\$ 175.00	2	\$ 350.00	
Labor Total =			\$ -	350.00
Material:				
Misc. Material			\$ -	
Quoted Material (Kendall quote dated Dec. 17, 2024)			\$ 2,064.00	
Material			\$ -	
Material			\$ -	
Material Total =			\$ -	2,064.00
Safety			\$ 8.75	
Shipping / Receiving			\$ 28.90	
Consumables			\$ 30.96	
Warranty			\$ 7.00	
Gross / Receipts Tax			\$ 24.14	
Bond			\$ 30.18	
Misc. Total =			\$ -	129.92
Sub Total =			\$ -	2,543.92
			\$ -	
Overhead & Profit			\$ 362.10	
Grand Total =			\$ -	2,906

We propose hereby to furnish material and labor in accordance with above specifications for the sum of:

Two Thousand Nine Hundred Six Dollars and.....00/100 \$ **2,906**

Above additional work to be performed under same conditions as specified in original contract unless otherwise stipulated.
The Revision becomes part of and in conformance with, the existing contract and can be voided.
Continental Electrical Services, LLC is not responsible for lead times on material.

Authorized Signature: Dennis Gregg

Signature: _____

Date: _____

Date: Dec 17, 2024

Quote: RL24-45446-2

Quote
Page 1/1



Kendall Electric
15 Colwell Lane
Conshohocken PA 19428
Phone: (610) 832-9000
Fax: (610) 941-8181
From: Sheila Stack
Quoter Ph: (610) 832-9056
Email: sheila.stack@kendallelectric.com

Project Milford Middle School 612 Lakeview Ave
- ASI #54 TYPE B/BE - C/CE
Location Milford DE
Quote RL24-45446-2

To: Mr. Dennis Gregg
Continental Electrical Service
3 Mill Park CT
Newark DE 19713
Email: dgregg@continentalelect.com

For
Bid Date Dec 17, 2024
Expires Jan 16, 2025

QTY	Type	MFG	Part	
Note				**TYPE B/BE DEDUCT
-91	B	TRULY GREEN	ELE2-22-W-C-U	
-24	BE	TRULY GREEN	ELE2-22-W-C-U BODINE GTDM	
-1			LOT DEDUCT	
SUBTOTAL				-\$8,604.00

Note				**TYPE C/CE ADD
91	C-ASI	ELITE	22-FPL1-LED-3400L-DIM10-MVOLT-35K-85	
24	CE-ASI	ELITE	22-FPL1-LED-3400L-DIM10-MVOLT-35K-85-GTDUL924	
1			LOT ADD	
SUBTOTAL				\$10,668.00

Total: **\$2,064.00**

Terms and conditions of sale:

All materials are subject to prior sale. We reserve the right to correct clerical errors and to provide an alternate equal bill of material, subject to final approval. Minority participation is not guaranteed.

Shipping: Delivery dates are estimates only. Pricing does not include storage or shipping and handling. Freight terms are FCA Origin, freight invoiced.

Payments: Payment terms are Net 30 days, unless otherwise noted. Purchases made with credit cards will be charged a 2% fee. Taxes and tariffs are not included in the price. Retainage terms and back charges are not permitted.

Terms and Conditions: This quotation is an offer to sell you the goods or services described herein on the terms and conditions set forth above and on our standard Terms and Conditions of Sale which are available at https://www.kendallgroup.com/legal/legal_notices or by calling 800-632-5422, unless otherwise agreed in writing and signed by authorized representatives of each party. Your order of any goods or services identified in this quotation constitutes your acceptance of our standard Terms and Conditions of Sale. We object to any different or additional terms and reject any prior offers we received from you. Prices are valid for thirty (30) days, unless otherwise noted above.



Planning

Architecture

Interior design

Graphic Design

Project Management

ARCHITECT'S SUPPLEMENTAL INSTRUCTIONS

Date: December 09, 2024

To: J. Dixon, RYJ
D. Zook, RYJ

From: Joel Newberry, BSA+A

Project Name: Milford Middle School - Bid Pack B
Milford School District

Project Number: #22.018

Subject: **ASI #54 MODIFICATIONS TO
AREA D CORRIDOR CEILINGS &
LIGHTING AND AUDITORIUM
LIGHTING**

NOTICE:

Attention is called to the following item(s), effective as of the date above, which shall be added to, deleted from, or changed in the Contract Documents dated **10/31/2023** and any previously issued addenda, thereby incorporating these items into the Contract Documents.

Attach this Architect's Supplemental Instruction (ASI) to the project manual for this project. Work or materials not specifically mentioned herein are to be as described in the main body of the specifications and as shown on the drawings.

The work shall be carried out in accordance with the following supplemental instruction issued in accordance with the Contract Documents without change in the Contract Sum or Contract Time.

Any and all Architect's Supplemental Instructions shall be carried out in accordance with AIA Document G710 – 2017 Guidelines and Requirements.

The following clarification, changes and/or additions shall by this reference be incorporated into the contract documents as though fully set forth therein.

Buck Simpers Architect
+ Associates, Inc.

954 Justison Street
Wilmington, DE 19801

302.658.9300
fax 658.1125

www.simpers.com

A. GENERAL

1. This ASI provides for the following items.
 - a. Lowers Area D corridor ceilings and changes light fixture types in Area D Corridors and Auditorium.

B. MODIFICATIONS TO DRAWINGS

1. Drawing A121.D FIRST FLOOR CEILING PLAN – AREA D
 - a. Replace existing drawing with attached drawing of same name and number, dated 12/09/2024.
2. Drawing A122.D SECOND FLOOR CEILING PLAN – AREA D
 - a. Replace existing drawing with attached drawing of same name and number, dated 12/09/2024.
3. Drawing A123.D THIRD FLOOR CEILING PLAN – AREA D
 - a. Replace existing drawing with attached drawing of same name and number, dated 12/09/2024.
4. Drawing E111.C FIRST FLOOR PLAN – AREA 'C' – LIGHTING
 - a. Replace existing drawing with attached drawing of same name and number, dated 12/06/2024
5. Drawing E111.D FIRST FLOOR PLAN – AREA 'D' – LIGHTING
 - a. Replace existing drawing with attached drawing of same name and number, dated 12/06/2024.
6. Drawing E112.D SECOND FLOOR PLAN – AREA 'D' – LIGHTING
 - a. Replace existing drawing with attached drawing of same name and number, dated 12/06/2024.
7. Drawing E113.D THIRD FLOOR PLAN – AREA 'D' – LIGHTING
 - a. Replace existing drawing with attached drawing of same name and number, dated 12/06/2024.
8. Drawing E601 SCHEDULES ELECTRICAL
 - a. Replace existing drawing with attached drawing of same name and number, dated 12/06/2024.

C. MODIFICATIONS TO PROJECT MANUAL

1. NO MODIFICATIONS TO PROJECT MANUAL

D. ATTACHMENTS

1. Drawing A121.D FIRST FLOOR CEILING PLAN – AREA D, Revision No. 3, dated 12/09/2024.

2. Drawing A122.D SECOND FLOOR CEILING PLAN – AREA D, Revision No. 3, dated 12/09/2024.
3. Drawing A123.D THIRD FLOOR CEILING PLAN – AREA D, Revision No. 1, dated 12/09/2024.
4. Drawing E111.C FIRST FLOOR PLAN – AREA 'C' – LIGHTING, Revision No. 3, dated 12/06/2024.
5. Drawing E111.D FIRST FLOOR PLAN – AREA 'D' – LIGHTING, Revision No. 3, dated 12/06/2024.
6. Drawing E112.D SECOND FLOOR PLAN – AREA 'D' – LIGHTING, Revision No. 2, dated 12/06/2024.
7. Drawing E113.D THIRD FLOOR PLAN – AREA 'D' – LIGHTING, Revision No. 1, dated 12/06/2024.
8. Drawing E601 SCHEDULES ELECTRICAL, Revision No. 1, dated 12/06/2024.

END OF ASI

AUGUST 2008 VOL 37 / NO 8 • MEDICAL MALPRACTICE LIABILITY INSURANCE

A diagram showing a building layout with four distinct areas labeled AREA A, AREA B, AREA C, and AREA D. AREA D is shaded gray, while the other three areas are white. The areas are arranged in a cluster, with AREA D on the left, AREA B in the center, AREA C above AREA B, and AREA A to the right of AREA B.



CHENOLOGY
Educational System Planning
2448 Holly Avenue, Suite 302
Annapolis, MD 21401
P: (410) 573-9148

S A + A
 Kirk Simpers Architect
 + Associates, Inc.
 954 Justison St.
 Wilmington, DE 19801
 302 658-9300
 Fax 658-1125

10. 22.018
FORD MIDDLE
SCHOOL

612 LAKEVIEW AVE,
MILFORD, DE 19963

A123.D

ALL RIGHTS RESERVED. © 2000

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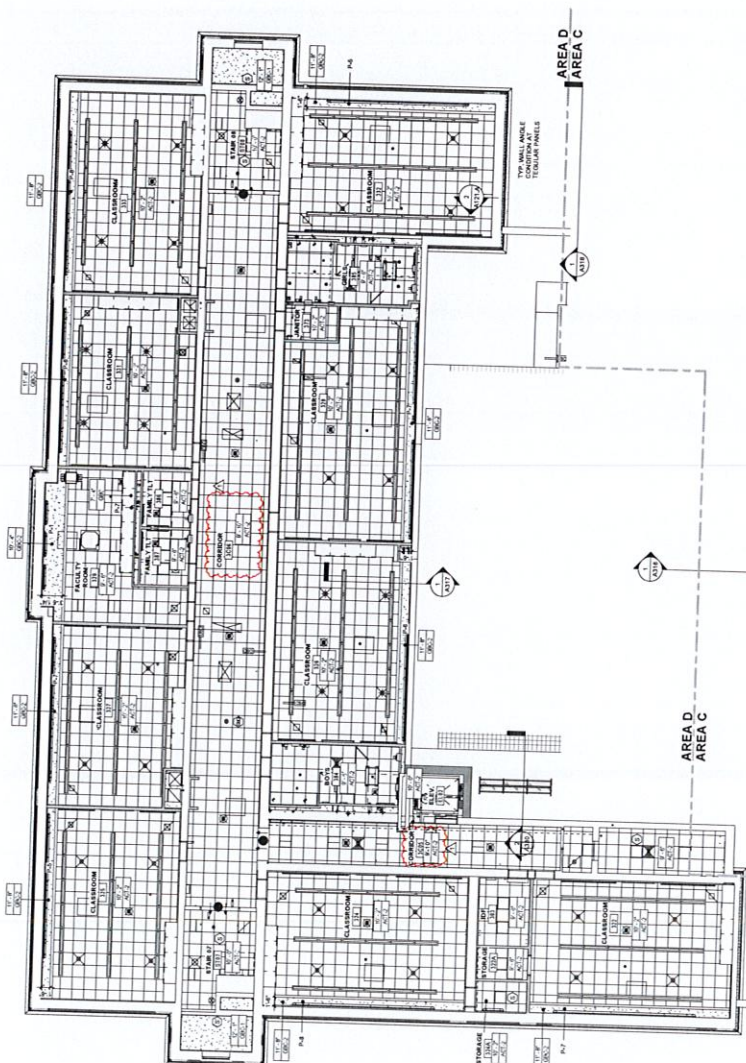
T-1	(T-9)	AQUATICAL CEILING TILE, SUSPENDED CLOUD
T-2	(T-10)	ACQUANTO, "MIDNIGHT BLUE," REGULAR 18"x48"
T-3	(T-11)	REFLECTIVE APPLICATIONS (SPECIALIZED NEUTRALIST), SQUARE 18"x18"
T-4	(T-12)	SUPPLEMENTAL CEILING TILE, STAGGERED
T-5	(T-13)	STANDARD CEILING TILE, UNFINISHED, PIERCE GLASS IN FOUR
T-6	(T-14)	COLORS (BURNING, YELLOW, BLUE, AND TALL, REFER TO REF FOR
T-7	(T-15)	MORE INFORMATION.
P-1		ACQUATICAL CEILING SAMPLES
P-2		EXISTING TO REMAIN
P-3		NEW CEILING STRUCTURE, DUCTWORK, PIPING, CONDURIT AND DECKING
P-4		OPEN CEILING, NEW SPRAY ON FINISH, POLYURETHANE, SPRAY
P-5		OPULSAR BOARD CEILING
P-6		PAINTED SURFACE (SEE FINISH LEGEND FOR COLOR)

INCLUSION OF SYMBOL IN LEGEND DOES NOT IMPLY SCOPE OF WORK REFER TO PLANS.

CONTRACTORS SHALL COORDINATE WITH ALL OTHER TRADES PRIOR TO INSTALLATION OF FIXTURES AND OTHER CEILING DEVICES. REFER TO MECP DRAWINGS FOR SIZES, TYPES, QUANTITIES AND INSTALLATION REQUIREMENTS OF FIXTURES AND CEILING DEVICES.

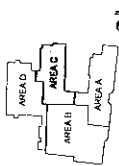
WHERE CEILING HEIGHTS ARE BELOW MINIMUM SIZE, THE CONTRACTOR SHALL PROVIDE TACMA MOLDS ON THEM TO MATCH SIZE AND COLOR OF CEILING TRIM UNLESS NOTED OTHERWISE.

COORDINATE ALL AUDIO AND VISUAL DEVICES WITH ANY TRIMMING. ANY SCREENS ARE DISAPPROVED, INCLUDING PROJECTORS AND PROJECTION SCREENS. CONTRACTOR SHALL PROVIDE ALL NECESSARY TRIMMING AND ADAPTANCES WITH OTHER LIGHTING AND CEILING DEVICES.

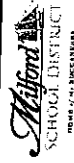


1 RCP - THIRD FLOOR - AREA D
1/8" = 4' 0"

NO.	REVISION	DATE
1	ISSUED FOR PERMIT	07/15/11
2	REVISION	07/15/11
3	REVISION	07/15/11
4	REVISION	07/15/11
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98	REVISION	07/15/11
99	REVISION	07/15/11
100	REVISION	07/15/11



KEYPLAN



MILFORD SCHOOL DISTRICT
1745 N. 10TH STREET
MILFORD, DE 19966

OWNER
Milford School District
2000 N. 10th Street
Milford, DE 19966

STRUCTURAL ENGINEER
Philippe Engineering, Inc.
1745 N. 10th Street, Suite 300
Milford, DE 19966
P: 302.731.1775
F: 302.731.1776

MECH/ELEC/PLUMB/IR
Fulbow Associates
5501 N. 10th Street
Milford, DE 19966
P: 302.731.1775
F: 302.731.1776

CIVIL ENGINEER
Curtis Shown, Inc.
1100 N. 10th Street
Milford, DE 19966
P: 302.731.1775
F: 302.731.1776

KITCHEN CONSULTANT
Curtis Shown, Inc.
1100 N. 10th Street
Milford, DE 19966
P: 302.731.1775
F: 302.731.1776

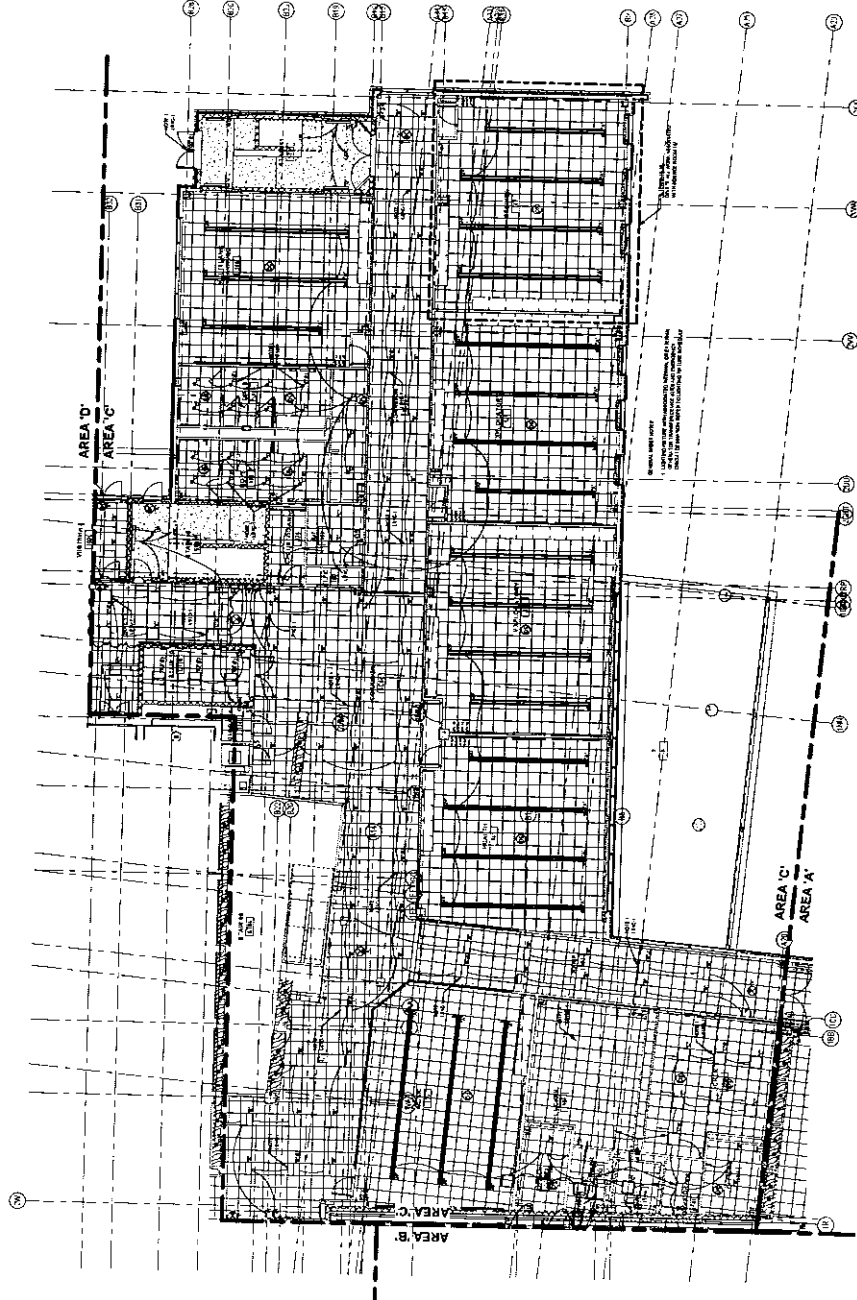
TECHNOLOGY
Educational Systems Planning
2000 N. 10th Street
Milford, DE 19966
P: 302.731.1775
F: 302.731.1776

ARCHITECT
Buck Sippers Architect
+ Associates, Inc.
954 Justison St.
Wilmington, DE 19801
302.658.9300
Fax 658-1125

JOB NO. 22.018
MILFORD MIDDLE SCHOOL

FIRST FLOOR PLAN - AREA C - LIGHTING

E111.C



1 FIRST FLOOR PLAN - AREA C - LIGHTING
1/8" = 1'-0"

FIRST FLOOR PLAN - AREA C - LIGHTING

E111.C

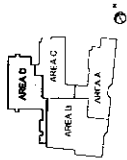
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MILFORD MIDDLE SCHOOL

FIRST FLOOR PLAN - AREA C - LIGHTING

E111.C

NO.	DATE	DESCRIPTION
1	10/1/08	10/1/08
2	10/1/08	10/1/08
3	10/1/08	10/1/08
4	10/1/08	10/1/08
5	10/1/08	10/1/08
6	10/1/08	10/1/08
7	10/1/08	10/1/08
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33	10/1/08	10/1/08
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96	10/1/08	10/1/08
97	10/1/08	10/1/08
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99	10/1/08	10/1/08
100	10/1/08	10/1/08



KEYPLAN



Milford School District
1000 Lakeside Ave
Milford, CT 06460
P: (203) 758-1170

OWNER
Milford School District

STRUCTURAL ENGINEER
Pietrov Engineering
1150 Vesuvius Commons, Suite 100
Wilmington, DE 19801
P: (302) 735-1170

MEDIA/ELECTRIC ENGINEER
Fulbow Associates
1000 Lakeside Blvd
Camden, NJ 08315
P: (856) 758-1170

CIVIL ENGINEER
Davis Bowen Frost
11700 Ave
Arlene, NJ 07001
P: (908) 664-1441

MECHANICAL ENGINEER
KIDUCHA CONSULTANT
Cost Associates LLC
1480 Redbank Pike, Suite 100
Wilmington, DE 19801
P: (302) 638-3442

TECHNOLOGY
Exceptional Systems Planning
2000 W. Avenue, Suite 307
Arlene, NJ 07001
P: (908) 664-1441

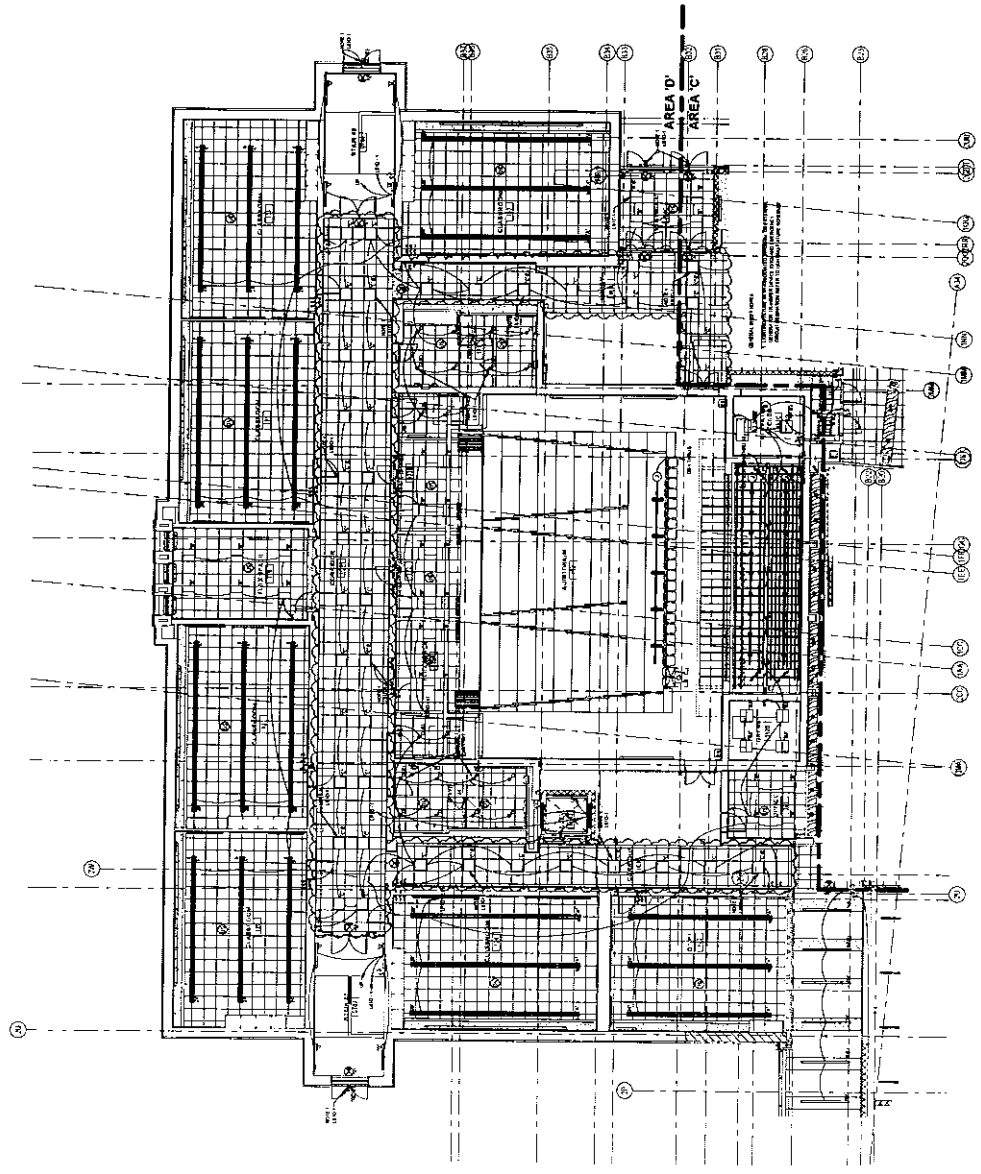
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Buck Simpers Architect + Associates, Inc.
954 Justison St.
Wilmington, DE 19801
302 658-9300
Fax 658-1125

JOB NO. 22,018
MILFORD MIDDLE SCHOOL

FIRST FLOOR PLAN - AREA D - LIGHTING

E111.D



1 FIRST FLOOR PLAN - AREA D - LIGHTING
1/8" = 1'-0"

NO.	DATE	DESCRIPTION
1	10/1/2018	ISSUED FOR PERMIT
2	10/1/2018	REVISION
3	10/1/2018	REVISION
4	10/1/2018	REVISION
5	10/1/2018	REVISION
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99	10/1/2018	REVISION
100	10/1/2018	REVISION



KEYPLAN

Milford
SCHOOL DISTRICT
FOUNDER: J. M. BUCKLEY

OWNER:
Milford School District
900 Lakeside Ave.
Milford, DE 19960

STRUCTURAL ENGINEER:
Preston Engineering
17500 Newpark Commons Blvd Unit 3
Rock Hill, SC 29730
P: (803) 765-1170

MEDIA/ELECTRICIAN:
Fulrow Associates
400 N. Main Street
Rock Hill, SC 29730
P: (803) 765-1170

CIVIL ENGINEER:
Davis Sargent Fritzel
1 Pine Ave.
Milford, DE 19960
P: (302) 654-1411

MOTION CONSULTANT:
Corti Associates, LLC
1000 Independence Blvd.
Springdale, PA 19084
P: (610) 330-0400

TECHNOLOGY:
Educational System Planning
7440 Rockledge Blvd.
Annapolis, MD 21402
P: (410) 275-5448

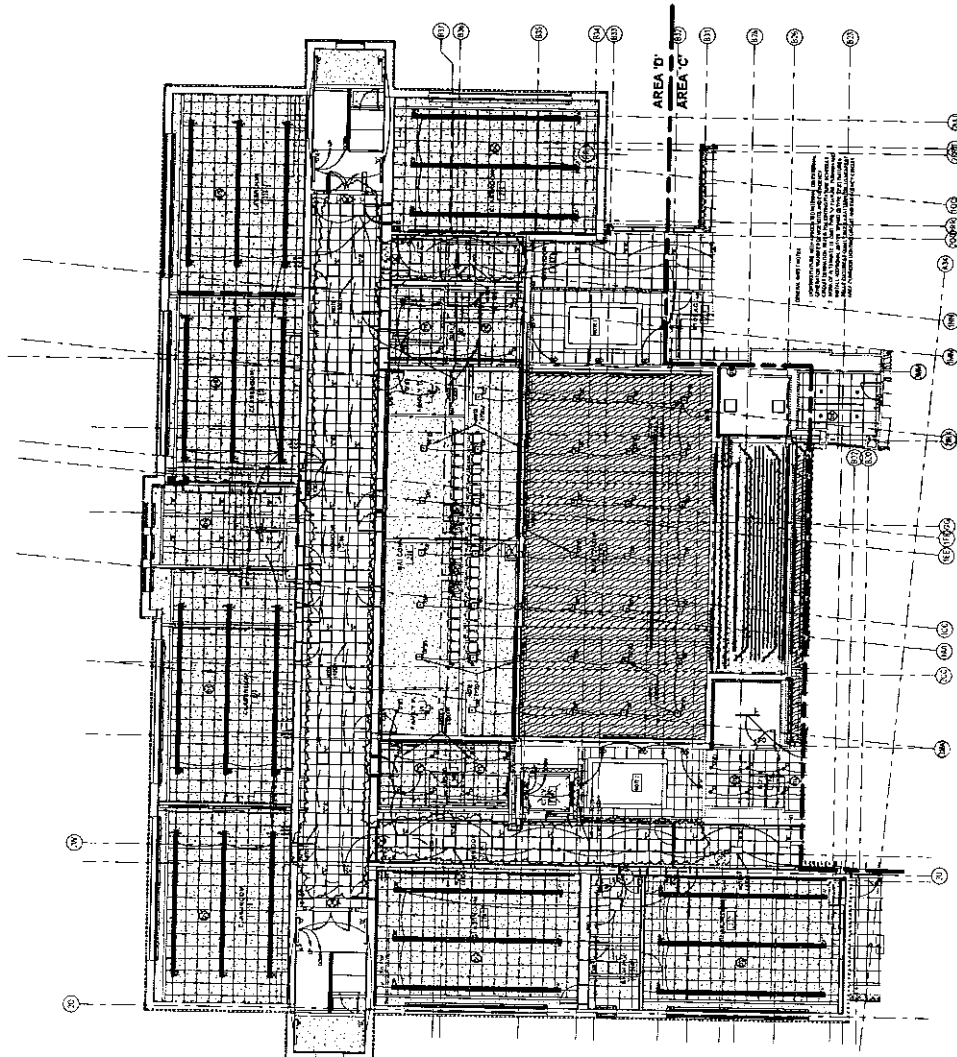
B S A + (A)

**Buck Simpers Architect
+ Associates, Inc.**
954 Justison St.
Wilmington, DE 19801
302 658-9300
Fax 658-1125

JOB NO. 22.018
**MILFORD MIDDLE
SCHOOL**

**SECOND FLOOR PLAN -
AREA 'D' - LIGHTING**

E112.D



① SECOND FLOOR PLAN - AREA 'D' - LIGHTING
1/8" = 1'-0"

Rev.	Description	Date
1	Initial Design	10/1/00
2	Final Design	10/1/00
3	Final Design	10/1/00
4	Final Design	10/1/00
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6	Final Design	10/1/00
7	Final Design	10/1/00
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99	Final Design	10/1/00
100	Final Design	10/1/00



KEYPLAN



OWNER
Milford School District
1000 Main Street
Milford, DE 19961

STRUCTURAL ENGINEER
Philipson Engineering Inc. Unit 3
1735 Main Street
Milford, DE 19961
P (410) 750-1175

MULTI-ELECTRIC ENGINEER
Furrow Associates
800 Main Street
Milford, DE 19961
P (410) 750-1175

CIVIL ENGINEER
Davis Brown Field
1000 Main Street
Milford, DE 19961
P (410) 750-1175

KITCHEN CONSULTANT
Coral Associates, LLC
1000 Main Street
Milford, DE 19961
P (410) 750-1175

IT/COMPUTER
Educational System Planning
248 West Avenue, Suite 307
Wilmington, DE 19801
P (410) 750-1175

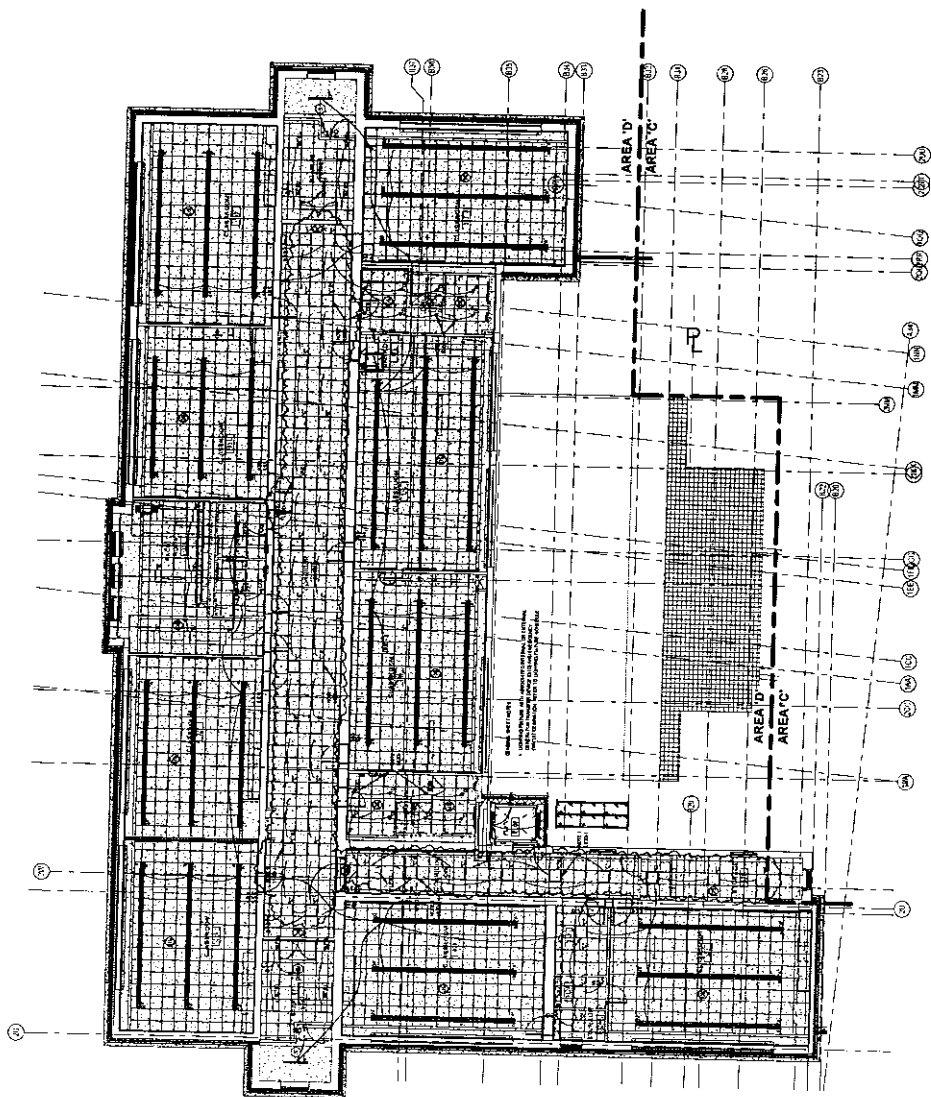


**Buck Sippers Architect
+ Associates, Inc.**
954 Justison St.
Wilmington, DE 19801
302 658-8300
Fax 658-1125

JOB NO. 22,018
**MILFORD MIDDLE
SCHOOL**

**THIRD FLOOR PLAN - AREA
D - LIGHTING**

E113.D



1 THIRD FLOOR - AREA D - LIGHTING
1/8" = 1'-0"

**AIA****Document G731™ – 2019****Change Order, Construction Manager as Adviser Edition****PROJECT: (name and address)**Milford Middle School
612 Lakeview Ave
Milford, DE 19963**OWNER: (name and address)**

Milford School District

906 Lakeview Ave
Milford, DE 19963**CONTRACTOR: (name and address)**Continental Electrical Services LLC
3 Mill Park Ct
Newark, DE 19713**CONTRACT INFORMATION:**Contract For: B-19: Electrical
Date: 12/19/23**ARCHITECT: (name and address)**Buck Simpers Architects &
Associates
954 Justison St
Wilmington, DE 19801**CHANGE ORDER INFORMATION:**Change Order Number: B19-07
Date: 02/27/2025**CONSTRUCTION MANAGER: (name and address)**

Richard Y. Johnson & Son, Inc.

18404 Johnson Road
PO Box 105
Lincoln, DE 19960**THE CONTRACT IS CHANGED AS FOLLOWS:***(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

COR #12 Furnish and install (3) elbow style surge arresters for the pad mounted transformer I.A.W Spec. Section 26004 61.

The original Contract Sum was

Net change by previously authorized Change Orders

The Contract Sum prior to this Change Order was

The Contract Sum will be increased by this Change Order in the amount of

The new Contract Sum including this Change Order will be

\$	4,015,000.00
\$	35,544.00
\$	4,050,544.00
\$	2,650.00
\$	4,053,194.00

The Contract Time will be increased by Zero (0) days.

The Contractor's Work shall be substantially complete on

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONSTRUCTION MANAGER, CONTRACTOR, AND OWNER.

Buck Simpers Architects & Associates

ARCHITECT (Firm name)

SIGNATURE

PRINTED NAME AND TITLE

3/5/25

DATE:

Continental Electrical Services LLC

CONTRACTOR (Firm name)

Richard Y. Johnson & Son, Inc.

CONSTRUCTION MANAGER (Firm name)

SIGNATURE

Dean Johnson, CEO/CMO

PRINTED NAME AND TITLE

DATE:

Milford School District

OWNER (Firm name)

Dennis Gregg
SIGNATURE DENNIS GREGG P.M.
PRINTED NAME AND TITLE 3/3/2025
DATE:

SIGNATURE
Sara Hale, COO
PRINTED NAME AND TITLE
DATE:

CONTINENTAL Electrical Services LLC.

CHANGE ORDER REQUEST

Submitted To: RICHARD Y. JOHNSON & SON, INC.
Job Name: MILFORD MIDDLE SCHOOL
Job #: 24-002

Original Contract: \$4,015,000.00
Date: 2/3/2025
Change Order #: 12

This Change Order Request (C.O.R.) contains an itemized quotation for changes in the Contract Sum or Contract Time in response to proposed modifications to the Original Contract: Furnish (3) elbow style surge arresters for the pad mounted transformer I.A.W Spec Sec 26 04 61.

Description of Proposed Changes:

- Furnish and install (3) elbow style surge arresters for the pad mounted transformer in accordance with Specification Section 26 04 61.
- The MCOV Rating of these arresters shall be 17.0 Kv MCOV. This has been confirmed with Furlow Associates.
- All work to be performed between the hours of 7:00 - 3:30 PM, Monday through Friday excluding holidays.
- All trash to be taken to an onsite dumpster provided and maintained by others.
- Any contract modification arising from this proposal is subject to mutually agreeable schedule, terms and conditions.

Attached supporting information from: ☐ Subcontractor ☐ Supplier

Labor:				
Class	Rate	Hours	Total	
Foreman	\$ 106.88	1	\$ 106.88	
Journeyman	\$ 106.88	3	\$ 320.64	
PM/Office	\$ 175.00	1	\$ 175.00	
Labor Total =			\$	602.52

Material:			
Surge Arresters - Qty. (3)		\$ 1,504.68	
Freight		\$ 90.00	
Material		\$ -	
Material		\$ -	
Material Total =		\$	1,594.68
Safety		\$ 15.06	
Shipping / Receiving		\$ 22.33	
Consumables		\$ 23.92	
Warranty		\$ 12.05	
Gross / Receipts Tax		\$ 21.97	
Bond		\$ 27.47	
Misc. Total =		\$	122.80
Sub Total =		\$	2,320.00
Overhead & Profit		\$	329.58
Grand Total =		\$	2,650

We propose hereby to furnish material and labor in accordance with above specifications for the sum of:

Two Thousand Six Hundred Fifty Dollars and 00/100

\$ 2,650

Above additional work to be performed under same conditions as specified in original contract unless otherwise stipulated.
The Revision becomes part of and in conformance with, the existing contract and can be voided.
Continental Electrical Services, LLC is not responsible for lead times on material.

Authorized Signature:

Dennis Gregg

Signature:

Date:



AIA® Document G731™ – 2019

Change Order, Construction Manager as Adviser Edition

PROJECT: (name and address)

Milford Middle School

612 Lakeview Ave
Milford, DE 19963

OWNER: (name and address)

Milford School District

906 Lakeview Ave
Milford, DE 19963

CONTRACTOR: (name and address)

Delmarva Veteran Builders LLC
120 E. Market St
Salisbury, MD 21801

CONTRACT INFORMATION:

Contract For: B-7: Carpentry &
General Work

Date: 12/19/2023

ARCHITECT: (name and address)

Buck Simpers Architects &
Associates

954 Justison St.
Wilmington, DE 19801

CHANGE ORDER INFORMATION:

Change Order Number: B7-03

Date: March 5, 2025

CONSTRUCTION MANAGER: (name and address)

Richard Y. Johnson & Son, Inc.

18404 Johnson Road
PO Box 105
Lincoln, DE 19960

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

COR #10 Cost to add the metal ceiling in the main portion of the pole building

The original Contract Sum was	\$ 5,149,786.00
Net change by previously authorized Change Orders	\$ -60,042.22
The Contract Sum prior to this Change Order was	\$ 5,089,743.78
The Contract Sum will be increased by this Change Order in the amount of	\$ 13,352.68
The new Contract Sum including this Change Order will be	\$ 5,103,096.46

The Contract Time will be increased by Zero (0) days.

The Contractor's Work shall be substantially complete on

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONSTRUCTION MANAGER, CONTRACTOR, AND OWNER.

Buck Simpers Architects & Associates

ARCHITECT (Firm name)

SIGNATURE

Tim Skibicki

PRINTED NAME AND TITLE

3/5/25

DATE:

Delmarva Veteran Builders LLC

CONTRACTOR (Firm name)

Richard Y. Johnson & Son, Inc.

CONSTRUCTION MANAGER (Firm name)

SIGNATURE

Dean Johnson, CEO/CFO

PRINTED NAME AND TITLE

DATE:

Milford School District

OWNER (Firm name)

SIGNATURE

PRINTED NAME AND TITLE

DATE:

SIGNATURE

Sara Hale, COO

PRINTED NAME AND TITLE

DATE:

www.delmarvaveteranbuilders.com
443-736-1584



COR Number: 10

Date: 2/19/2025

Project Number: 2401

Contract Date: 12/19/2023

To:	Project:
Milford School District 906 Lakeview Ave Milford DE 19963	Milford Middle School 612 Lakeview Ave Milford DE 19963

Pole Building's Unlimited to install matching profile metal to the ceiling of the existing pole building they previously built on-site per Dave Sizemore's request. Cost for each "cutout" for electric boxes etc. is \$30 each. 6 cutouts is being quoted per Dean's estimate of future lights and outlets. Additional cutouts will be issued as a separate CO.

Project Original Contract Sum	5,149,786.00
Total of Previously Approved Change Orders	(61,468.00)
Contract Amount Prior to this Change Order	5,088,318.00
Proposed Contract Amount of this Change Order	13,352.68
Proposed Contract Amount Including this Change Order	5,101,670.68

<u>Delmarva Veteran Builders, LLC</u>	<u>Milford School District</u>	
Contractor (<i>Company Name</i>)	Owner (<i>Company Name</i>)	Other (<i>Company Name</i>)
<u> By (<i>Signature</i>) </u>	<u> By (<i>Signature</i>) </u>	<u> By (<i>Signature</i>) </u>
<u>Joey Joseph</u>	<u> Printed Name </u>	<u> Printed Name </u>
Printed Name		
<u>2/19/2025 12:00:00 AM</u>	<u> Date </u>	<u> Date </u>
Date		
 	 <u> </u>	
	Owner's Change Order Number	

Delmarva Veteran Builders, LLC
120 E. Market Street
Salisbury MD 21801

www.delmarvaveteranbuilders.com
443-736-1584



Change Order Request

COR Number: 10

Date: 2/19/2025

To: Milford School District	Project: Milford Middle School
------------------------------------	---------------------------------------

Item	Description	Quantity	UOM	Unit Price	Extended Price
COPH - COPH					
Sub CO	Metal Ceiling Install In Pole Building	0.00		0.00	11,528.00
Sub CO	Cost to cut out for electric boxes	6.00	EA	30.00	180.00
Administrative	Project Management	2.00	HR	95.00	190.00
FOM	Field Operations Manager	2.00	HR	115.00	230.00
PE	Project Engineer	1.00	HR	75.00	75.00
GC OH&P	7.5% OH&P - Subcontractor	0.00		0.00	878.10
GC OH&P	15% OH&P - Self- Performed	0.00		0.00	74.25
Bond	Performance & Payment Bond (1.5%)	0.00		0.00	197.33
COPH Total:					13,352.68
Change Order Total:					13,352.68



AIA[®] Document G731[™] – 2019

Change Order, Construction Manager as Adviser Edition

PROJECT: (name and address)

Milford Middle School

612 Lakeview Ave
Milford, DE 19963

OWNER: (name and address)

Milford School District

906 Lakeview Ave
Milford, DE 19963

CONTRACTOR: (name and address)

Flooring Solutions, Inc.
500 A. Street
Wilmington, DE 19801

CONTRACT INFORMATION:

Contract For: Floor Covering
Work

Date: 12/19/23

ARCHITECT: (name and address)

Buck Simpers Architects &
Associates
954 Justison St
Wilmington, DE 19801

CHANGE ORDER INFORMATION:

Change Order Number: B13-01R

Date: January 17, 2025

CONSTRUCTION MANAGER: (name and address)

Richard Y. Johnson & Son, Inc.

18404 Johnson Road
PO Box 105
Lincoln, DE 19960

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Credit for Self Leveling (10,646.40).

Stonhard quote to switch to Troweled Mortar in 3 bathrooms \$14,423.00.

FIS Markup of Stonhard Quote @10% \$1,442.30.

Total \$5,218.90

The original Contract Sum was

\$ 2,404,266.00

Net change by previously authorized Change Orders

\$ 0.00

The Contract Sum prior to this Change Order was

\$ 2,404,266.00

The Contract Sum will be increased by this Change Order in the amount of

\$ 5,218.90

The new Contract Sum including this Change Order will be

\$ 2,409,484.90

The Contract Time will be increased by Zero (0) days.

The Contractor's Work shall be substantially complete on

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONSTRUCTION MANAGER, CONTRACTOR, AND OWNER.

Buck Simpers Architects & Associates

ARCHITECT (Firm name)

Richard Y. Johnson & Son, Inc.

CONSTRUCTION MANAGER (Firm name)


SIGNATURE

PRINTED NAME AND TITLE
3/6/25

DATE:

Flooring Solutions, Inc.
CONTRACTOR (Firm name)

SIGNATURE

PRINTED NAME AND TITLE

DATE:


SIGNATURE

Dean Johnson, CEO/CFO
PRINTED NAME AND TITLE

DATE:

Milford School District
OWNER (Firm name)

SIGNATURE

Sara Hale, COO

PRINTED NAME AND TITLE

DATE:



PROPOSAL

500 A Street
Wilmington, DE 19801

Phone 302-655-8001 Fax 302-655-7213

Proposal Number **CO #1**

SUBMITTED TO:

Date: 1/17/25

Richard Y. Johnson & Son, Inc.
18404 Johnson Road
Lincoln, DE 19960

Milford Middle School -- Self Leveling Credit + Resinous Flooring Switch
612 Lakeview Ave
Milford, DE 19963

Attn: Dean Johnson

PROPOSAL VALID FOR 30 DAYS FROM THIS DATE

Phone:

eMail:

Architect: BSA + A

Furnish and Install per plans and Specs:

Addenda:

Date of Plans:

Code	Product	QTY	Unit	Sell	Total
	<u>Change Order</u>				
SL	Credit For Self Leveling	1	EA	-10,646.40	-10,646.40
R	Stonhard Quote to switch to Troweled Mortar in 3 bathrooms	1	EA	14,423.00	14,423.00
M	FSI Markup of Stonhard Quote @ 10%	1	EA	1,442.30	1,442.30
Total Change Order Amount = \$5,218.90					

Contract Total: \$5,218.90

Proposal inclusions and exclusions

- * Proposal includes sales tax, job stocking, 1 hour of floor preparation, regular business hours installation and our 1 year installation warranty.
- * Proposal excludes night and weekend work, moving furniture and fixtures, demolition, vacuuming, washing/waxing, moisture tests, moisture protection, heating/lighting and protective coverings.
- * Additional floor preparation will be billed at \$50.00 per man hour plus materials.

Payment terms:

- * Customer will be responsible for any cost or fees incurred in the collection of any past due invoices, including attorney fees and that past due invoices are subject to a 1.5% per month finance charge.

ALL QUOTES ARE SUBJECT TO CREDIT APPROVAL

ACCEPTANCE OF PROPOSAL The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.
Payment will be made as outlined above

Dominic A. Manna Jr.

ACCEPTED BY: _____

Date: _____

Dommarraj@flooringsolutions.us

AIA® Document G731™ – 2019

Change Order, Construction Manager as Adviser Edition

PROJECT: *(name and address)*

Milford Middle School

612 Lakeview Ave
Milford, DE 19963**OWNER:** *(name and address)*

Milford School District

906 Lakeview Ave
Milford, DE 19963**CONTRACTOR:** *(name and address)*Jamestown Painting & Decorating, Inc.
830 Dawson Drive
Newark, DE 19713**CONTRACT INFORMATION:**Contract For: B-14
Caulking/Painting
Date: 12/19/23**ARCHITECT:** *(name and address)*Buck Simpers Architects &
Associates
954 Justison St
Wilmington, DE 19801**CHANGE ORDER INFORMATION:**Change Order Number: B **14-01**

Date: February 13, 2025

CONSTRUCTION MANAGER: *(name and address)*

Richard Y. Johnson & Son, Inc.

18404 Johnson Road
PO Box 105
Lincoln, DE 19960**THE CONTRACT IS CHANGED AS FOLLOWS:***(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

ASI's 13, 23, 37, 58 and 66 COR's 1, 2, 3, 4 and 6

The original Contract Sum was
Net change by previously authorized Change Orders
The Contract Sum prior to this Change Order was
The Contract Sum will be increased by this Change Order in the amount of
The new Contract Sum including this Change Order will be

\$	585,570.00
\$	0.00
\$	585,570.00
\$	4,777.09
\$	590,347.09

The Contract Time will be increased by Zero (0) days.
The Contractor's Work shall be substantially complete on

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONSTRUCTION MANAGER, CONTRACTOR, AND OWNER.

Buck Simpers Architects & Associates

ARCHITECT *(Firm name)***SIGNATURE****PRINTED NAME AND TITLE**
3/6/25**DATE:**

Jamestown Painting & Decorating, Inc.

CONTRACTOR *(Firm name)*

Richard Y. Johnson & Son, Inc.

CONSTRUCTION MANAGER *(Firm name)***SIGNATURE**

Dean Johnson, CEO/CFO

PRINTED NAME AND TITLE**DATE:**

Milford School District

OWNER *(Firm name)*

SIGNATURE

PRINTED NAME AND TITLE

DATE:

SIGNATURE

Sara Hale, COO

PRINTED NAME AND TITLE

DATE:

Cost of ASIS 13,23,37,504 66

CORs 1,2,3,4 & 6

\$4,777.09



REQUEST FOR CHANGE ORDER

Page 1 of 1

Ref.# COR-1

External/RCO#

GC Ref#

Date Apr 17, 2024

Job # JD23-160

To: State of Delaware
Phone: 302-739-7832
Contact: Dean Johnson

Project: Milford Middle School
612 Lakeview Ave
Milford, DE 19963

Description: ASI-13

Prepare paint additional hollow metal doors and frames associated with ASI-13.

Labor	Quantity UOM	Unit Total	Rate	Total
Labor	8.00 Hrs	8.00	56.66	\$453.28
Burden	8.00 Hrs	8.00	19.83	\$158.64
Total Labor				\$611.92

Material

Total Material \$90.00

Subtotal for Detail \$701.92

REQUESTED BY:

ON BEHALF OF: State of Delaware

PROJECT MANAGER: Joey Cain

ESTIMATOR: Wayne Abbott

Labor Total:	\$611.92
Material Total:	\$90.00
Sub Total:	\$701.92
Mark Up:	\$105.29 15.00%
Total:	\$807.21

Approved by:

Name: _____

Signature: _____

Title: _____

Date: _____

Quote is valid for 90 days from the date of this request.



REQUEST FOR CHANGE ORDER

Ref.# COR-2

External/RCO#

GC Ref#

Date May 02, 2024

Job # JD23-160

To: State of Delaware

Phone: 302-739-7832

Contact: Dean Johnson

Project: Milford Middle School

612 Lakeview Ave

Milford, DE 19963

Description: ASI-23

Prepare and paint additional GWB at bulkhead associated with ASI-23.

Labor	Quantity UOM	Unit Total	Rate	Total
Labor	2.00 Hrs	2.00	56.66	\$113.32
Burden	2.00 Hrs	2.00	19.83	\$39.66
Total Labor				\$152.98
Material				
Total Material				\$13.00
Subtotal for Detail				\$165.98

REQUESTED BY:

ON BEHALF OF: State of Delaware

PROJECT MANAGER: Joey Cain

ESTIMATOR: Wayne Abbott

Labor Total: \$152.98

Material Total: \$13.00

Sub Total: \$165.98

Mark Up: \$24.90 15.00%

Total:	\$190.88
---------------	-----------------

Approved by:

Name: _____

Title: _____

Signature: _____

Date: _____

Quote is valid for 90 days from the date of this request.



REQUEST FOR CHANGE ORDER

Page 1 of 1

Ref.# COR-3

External/RCO#

GC Ref#

Date May 20, 2024

Job # JD23-160

To: State of Delaware
Phone: 302-739-7832
Contact: Dean Johnson

Project: Milford Middle School
612 Lakeview Ave
Milford, DE 19963

Description: ASI-37

Prepare and paint additional HM doors and frames per ASI-37.

Labor	Quantity UOM	Unit Total	Rate	Total
Labor	3.00 Hrs	3.00	56.66	\$169.98
Burden	3.00 Hrs	3.00	19.83	\$59.49
Total Labor				\$229.47

Material

Total Material \$35.00

Subtotal for Detail \$264.47

REQUESTED BY:

ON BEHALF OF: State of Delaware

PROJECT MANAGER: Joey Cain

ESTIMATOR: Wayne Abbott

Labor Total: \$229.47

Material Total: \$35.00

Sub Total: \$264.47

Mark Up: \$39.67 15.00%

Total: \$304.14

Approved by:

Name: _____

Title: _____

Signature: _____

Date: _____

Quote is valid for 90 days from the date of this request.



REQUEST FOR CHANGE ORDER

Ref.# COR-4

External/RCO#

GC Ref#

Date Oct 17, 2024

Job # JD23-160

To: **State of Delaware**
 Phone: 302-739-7832
 Contact: **Dean Johnson**

Project: **Milford Middle School**
 612 Lakeview Ave
 Milford, DE 19963

Description: ASI-58

Painting work associated with new drywall soffits at curtain pockets.

Labor	Quantity UOM	Unit Total	Rate	Total
Labor	4.00 Hrs	4.00	56.66	\$226.64
Burden	4.00 Hrs	4.00	19.83	\$79.32
Total Labor				\$305.96

Material

Total Material \$35.00

Subtotal for Detail \$340.96

REQUESTED BY:

ON BEHALF OF: State of Delaware

PROJECT MANAGER: Joey Cain

ESTIMATOR: Wayne Abbott

Labor Total: \$305.96

Material Total: \$35.00

Sub Total: \$340.96

Mark Up: \$51.14 15.00%

Total:	\$392.10
---------------	-----------------

Approved by:

Name: _____

Title: _____

Signature: _____

Date: _____

Quote is valid for 90 days from the date of this request.



REQUEST FOR CHANGE ORDER

Ref.# COR-6
 External/RCO#
 GC Ref#
 Date Feb 04, 2025
 Job # JD23-160

To: State of Delaware
 Phone: 302-739-7832
 Contact: Dean Johnson

Project: Milford Middle School
 612 Lakeview Ave
 Milford, DE 19963

Description: ASI-66

Additional work associated with painting of exposed ceiling in lieu of GWB ceiling at Auditorium
 Stage per ASI-066.

Labor	Quantity UOM	Unit Total	Rate	Total
Labor	34.00 Hrs	34.00	56.66	\$1,926.44
Burden	34.00 Hrs	34.00	19.83	\$674.22
Total Labor				\$2,600.66
Subtotal for Detail				\$2,600.66
Total Other Material Charges				Total
Material				\$80.00
Total Other Material Charges				\$80.00

REQUESTED BY:
 ON BEHALF OF: State of Delaware
 PROJECT MANAGER: Joey Cain
 ESTIMATOR: Wayne Abbott

Labor Total:	\$2,600.66
Material Total:	\$80.00
Sub Total:	\$2,680.66
Mark Up:	\$402.10 15.00%
Total:	\$3,082.76

Approved by:

Name: _____

Signature: _____

Title: _____

Date: _____

Quote is valid for 90 days from the date of this request.



AIA® Document G731™ – 2019

Change Order, Construction Manager as Adviser Edition

PROJECT: (name and address)

Milford Middle School
612 Lakeview Ave
Milford, DE 19963

OWNER: (name and address)

Milford School District

906 Lakeview Ave
Milford, DE 19963

CONTRACTOR: (name and address)

North East Contractors, Inc.
87 Blue Hen Drive
Newark, DE 19713

CONTRACT INFORMATION:

Contract For: B-11: Drywall/Metal Stud

Date: 12/19/23

ARCHITECT: (name and address)

Buck Simpers Architects & Associates

954 Justison St
Wilmington, DE 19801

CHANGE ORDER INFORMATION:

Change Order Number: B11-04

Date: March 05, 2025

CONSTRUCTION MANAGER: (name and address)

Richard Y. Johnson & Son, Inc.

18404 Johnson Road
P.O. Box 105
Lincoln, DE 19960

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

COR #11 Maintenance Pole Barn Credit for GYP Ceiling and Add for Drywall to Deck

The original Contract Sum was	\$ 4,140,000.00
Net change by previously authorized Change Orders	\$ 94,215.01
The Contract Sum prior to this Change Order was	\$ 4,234,215.01
The Contract Sum will be decreased by this Change Order in the amount of	\$ 3,491.28
The new Contract Sum including this Change Order will be	\$ 4,230,723.73

The Contract Time will be increased by Zero (0) days.
The Contractor's Work shall be substantially complete on

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONSTRUCTION MANAGER, CONTRACTOR, AND OWNER.

Buck Simpers Architects & Associates

ARCHITECT (Firm name)

SIGNATURE

PRINTED NAME AND TITLE

3/6/25

DATE:

North East Contractors, Inc.

CONTRACTOR (Firm name)

Richard Y. Johnson & Son, Inc.

CONSTRUCTION MANAGER (Firm name)

SIGNATURE

Dean Johnson, CEO/CFO

PRINTED NAME AND TITLE

DATE:

Milford School District

OWNER (Firm name)

SIGNATURE

PRINTED NAME AND TITLE

DATE:

SIGNATURE

Sara Hale, COO

PRINTED NAME AND TITLE

DATE:



NORTH EAST CONTRACTORS, INC.
Commercial • Residential • General Contracting

Change Order 11

Richard Y. Johnson & Son, Inc.
18404 Johnson Road
Lincoln, DE 19960
Phone: 302-422-3732
Fax: 302-422-4696
Attn: Dean Johnson
Date: 12/11/2024

Project: Milford Middle School

Maintenance Pole Barn Credit for Gyp Ceiling and Add for Drywall to Deck

Change Order Proposal # 11
date of change proposal: 12/11/2024

Reference: Requested by Dave Sizemore 12/10/24 construction meeting
dated: 12/10/2024
Description of Work: Credit back for gyp ceiling switch to metal panel & add for top of wood framing to deck drywall

CREDIT- Pole Barn Gyp Ceiling	Trade	Location	length	height	sq/ft	\$/unit	material \$	hours	rate	labor \$	subtotal
Drywall Ceiling	Carpenter	Pole Barn	2776	1	2776	-0.56	\$ (1,554.56)	-72	61.5	\$ (4,428.00)	\$ (5,982.56)
Drywall Ceiling	Taper	Pole Barn	0	0	0	0	\$ -	-72	68.68	\$ (4,944.96)	\$ (4,944.96)
subtotal											\$ (10,927.52)
Pole Barn Wall Add	Trade	Location	length	height	sq/ft	\$/unit	material \$	hours	rate	labor \$	subtotal
Moisture Board	Carpenter	Pole Barn	40	5	200	0.74	\$ 148.00	20	79.95	\$ 1,599.00	\$ 1,747.00
Moisture Board	Carpenter	Pole Barn	40	5	200	0.74	\$ 148.00	20	79.95	\$ 1,599.00	\$ 1,747.00
Finishing	Taper	Pole Barn	40	5	200	0.25	\$ 50.00	32	73.88	\$ 2,364.16	\$ 2,414.16
Finishing	Taper	Pole Barn	40	5	200	0.25	\$ 50.00	16	73.88	\$ 1,182.08	\$ 1,232.08
Smoke Caulk Case	Material	Pole Barn	1	1	1	296	\$ 296.00	0	0	\$ -	\$ 296.00
subtotal											\$ 7,436.24
										subtotal	\$ (3,491.28)
										TOTAL	\$ (3,491.28)

87 Blue Hen Drive · Newark, DE 19713
Phone (302)286-NECI(6324) · Fax (302)286-0566

AIA® Document G731™ – 2019

Change Order, Construction Manager as Adviser Edition

PROJECT: (name and address)

Milford Middle School
612 Lakeview Ave
Milford, DE 19963

OWNER: (name and address)

Milford School District

906 Lakeview Ave
Milford, DE 19963

CONTRACTOR: (name and address)

North East Contractors, Inc.
87 Blue Hen Drive
Newark, DE 19713

CONTRACT INFORMATION:

Contract For: B-11: Drywall/Metal Stud

Date: 12/19/23

ARCHITECT: (name and address)

Buck Simperts Architects & Associates

954 Justison St
Wilmington, DE 19801

CHANGE ORDER INFORMATION:

Change Order Number: B11-03

Date: February 24, 2025

CONSTRUCTION MANAGER: (name and address)

Richard Y. Johnson & Son, Inc.

18404 Johnson Road
P.O. Box 105
Lincoln, DE 19960

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

OR #10 ASI #10 Modifications to CW 2 and CW 28

The original Contract Sum was	\$ 4,140,000.00
Net change by previously authorized Change Orders	\$ 91,854.55
The Contract Sum prior to this Change Order was	\$ 4,231,854.55
The Contract Sum will be increased by this Change Order in the amount of	\$ 2,360.46
The new Contract Sum including this Change Order will be	\$ 4,234,215.01

The Contract Time will be increased by Zero (0) days.

The Contractor's Work shall be substantially complete on

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONSTRUCTION MANAGER, CONTRACTOR, AND OWNER.

Buck Simperts Architects & Associates

ARCHITECT (Firm name)

SIGNATURE

PRINTED NAME AND TITLE

3/5/25

DATE:

North East Contractors, Inc.

CONTRACTOR (Firm name)

Richard Y. Johnson & Son, Inc.

CONSTRUCTION MANAGER (Firm name)

SIGNATURE

Dean Johnson, CEO/CFO

PRINTED NAME AND TITLE

DATE:

Milford School District

OWNER (Firm name)

SIGNATURE

PRINTED NAME AND TITLE

DATE:

SIGNATURE

Sara Hale, COO

PRINTED NAME AND TITLE

DATE:



NORTH EAST CONTRACTORS, INC.
Commercial • Residential • General Contracting

Change Order 10

Richard Y. Johnson & Son, Inc.
18404 Johnson Road
Lincoln, DE 19960
Phone: 302-422-3732
Fax: 302-422-4696
Attn: Dean Johnson
Date: 10/23/2024

Project: Milford Middle School

ASI 59

Modifications to CW 2 and CW 2B

Scope of Work	Trade	Location	length	height	sq/ft	\$/unit	material \$	hours	rate	labor \$	subtotal
Drop Framing			24	5	120	0.81	\$ 97.20	6	79.95	\$ 479.70	\$ 576.90
Drywall Rip			48	1	48	0.74	\$ 35.52	1.5	79.95	\$ 119.93	\$ 155.45
Drywall Rip			24	2	48	0.74	\$ 35.52	1.5	79.95	\$ 119.93	\$ 155.45
Lid Framing			24	1	24	0.81	\$ 19.44	0.5	79.95	\$ 39.98	\$ 59.42
Lid Drywall			24	1	24	0.74	\$ 17.76	1	79.95	\$ 79.95	\$ 97.71
Cornerbead			72	1	72	0.5	\$ 36.00	2	79.95	\$ 159.90	\$ 195.90
Finishing			0	0	0	24	\$ 24.00	10	73.88	\$ 738.80	\$ 762.80
subtotal											\$ 2,003.62
										subtotal	\$ 2,003.62
										10% overhead	\$ 200.36
										5% profit	\$ 110.20
										2% bond	\$ 46.28
										TOTAL	\$ 2,360.46

87 Blue Hen Drive Newark, DE 19713
Phone (302)286-NECI(6324) Fax (302)286-0566

MILFORD SCHOOL DISTRICT
Milford, Delaware 19963

POLICY

4223

OVERTIME and COMPENSATORY TIME

I. PURPOSE:

The purpose of this policy is to provide guidance for the administration and payment of overtime, and the accrual, accounting, and use of compensatory time, in accordance with the Fair Labor Standard Act, Board Policies, and Collective Bargaining Agreements.

II. LIMITATIONS:

1. Only FLSA nonexempt employees are eligible to receive payment for overtime and/or compensatory time. The following employee groups are eligible to receive overtime and/or compensatory time:
 - Secretaries
 - Technology Specialists
 - Custodians and Maintenance Staff **including Chief Custodians**
 - Child Nutrition Staff
 - Paraprofessionals
2. FLSA exempt employees are not eligible to receive overtime pay and/or compensatory time. The following employee groups are not eligible to receive paid overtime and/or compensatory time:
 - Administrators
 - Instructional and Professional Staff
 - ~~Building Chief Custodians~~

III. OVERTIME DUTY AUTHORIZATION:

1. Employee work shall be managed by the employee and their immediate supervisor
Minimize the need for overtime duty.

- Overtime shall accrue on a weekly basis.
 - Hours worked in excess of 37.5 per week, or 40 hours for Custodial and Maintenance employees, shall be considered overtime hours. Hours worked in excess of 7.5 or 8.0 per day shall not be considered overtime hours unless and until the number of hours worked in that same week exceed 37.5 or 40 hours.
 - It is the responsibility of the employee's immediate supervisor to authorize or deny overtime duty.
 - It is the responsibility of the employee to record and submit all hours worked.
 - Overtime duty authorization shall be scheduled and pre-approved using the approved Overtime Authorization Form.
2. Emergency overtime duty, as directed by the employee's immediate supervisor, does not require pre-approval.
 3. The immediate supervisor shall complete the Paid Overtime or the Compensatory Time section of the Overtime Authorization Form, including the funding source, and turn it in to the payroll office.

IV. OVERTIME DUTY PAYMENT:

1. All approved paid overtime over 37.5 or 40 hours per week shall be paid at one and one-half (1.5) the employees' hourly rate of pay.
2. It is the responsibility of the immediate supervisor to ensure that funding is available prior to approving scheduled overtime.

V. COMPENSATORY TIME OFF IN LIEU OF OVERTIME PAYMENT

Compensatory time guidelines are included in the Collective Bargaining Agreements for the following FLSA covered employee groups:

- Secretaries
- Custodial and Maintenance Staff
- Paraprofessionals

For other FLSA covered employees, the following guidelines shall apply:

1. Approved compensatory time shall be accrued at a rate of one and one-half (1.5) hours for each hour worked in excess of 37.5 or 40.0 in a week.
 - Compensatory time shall be approved in accordance with the procedures set forth above.
2. Approved compensatory time shall be recorded on Overtime Authorization Forms and forwarded to the payroll office. The Milford School District Payroll department shall have the authority and responsibility to record and account for compensatory time accrual, usage, and balances for all employees who accrue compensatory time.
3. Compensatory time leave must be requested, at least two (2) working days prior to the actual date of absence. Written approval must be secured from the employee's immediate supervisor for the compensatory time leave prior to the date of the absence.
 - Compensatory time requests shall be approved or denied with due regard to whether sufficient staff remains to provide for the operations of the school or the district.
 - No more than 3 days of compensatory time (22.5 hours) may be taken within one pay period
 - The Chief Operating Officer has the authority and responsibility to review compensatory time balances and audit the records that support the accrual of specific balances.
 - Any balances in question will be discussed with the employee prior to final determination.
 - Employees with compensatory time balances in excess of 45 hours shall meet with their immediate supervisor to develop a plan to reduce the balance so as to not exceed 45 hours. This plan is to be submitted to the Chief Operating Officer for review and approval.

- Compensatory time balances cannot be carried forward into a new calendar year except as approved by the immediate supervisor or per the negotiated agreement.

VI. FLEXIBLE WORK SCHEDULES:

1. Flexible schedules shall be used to the extent possible within the work week to avoid the accrual of overtime hours.
2. Voluntary flexible working schedules are permitted as mutually agreed upon by the immediate supervisor and the employee.
 - Voluntary flexible schedules shall not be approved if they disrupt the operations of the District.
 - All voluntary flexible schedules shall be approved in writing prior to the start of the flexible schedule.
 - The employee's immediate supervisor has the authority and responsibility to terminate and/or rescind an approved voluntary flexible schedule.
3. Voluntary flexible working schedules shall be managed within a single work week.

ADOPTED: 04/26/2004

AMENDED: 4/18/11, 11/25/13, 2/22/16; 4/15/24;

MILFORD SCHOOL DISTRICT
Milford, DE 19963

POLICY

3105

AFTER-SCHOOL CHILD CARE USING SCHOOL FACILITIES

The Milford Board of Education recognizes the need for after-school programs for children in a safe environment while their parents are working. The District encourages that this care be provided by private care givers in their own facilities. However, the Board also recognizes that all families may not have the financial resources to place their children in private after-school child care programs.

The Milford Board of Education will attempt to provide space for child care providers who offer independent programs in school facilities under the following terms and conditions, contingent upon the availability of space:

1. Shall present evidence of non-profit incorporation as a child care provider.
2. Shall be licensed by the Delaware Department of Services for Children, Youth, and Their Families.
3. Must comply with all Delaware requirements for Day Care Centers.
4. Shall provide the names, addresses and telephone numbers of the chief administrative officer and of the governing board.
5. Must present proof of insurance coverage.
6. Shall present evidence of adequate funds for start-up of the program.
7. Shall have an adult (over 21 years of age) supervising children at all times.
8. All adults employed by the provider shall have a Criminal Background Check issued by the Delaware State Bureau of Identification on file with the chief administrator.
9. The after-school child care provider shall assume full responsibility for any damage to equipment, furnishings, building, or grounds beyond that which can be designated as fair wear and tear.
10. The after-school child care provider shall indemnify the Milford School District against all claims and liability arising from any accident, injury, damage to person or property arising out of or occurring in connection with the use of the school facility or by his/her agents, employees, students or guests.

11. All school campuses are smoke and alcohol free. Smoking or the possession or use of alcohol are not permitted anywhere in school buildings or on school grounds.
12. The Board shall classify the After-School Care Provider as Category I under Board Policy 3101 Use Of School Buildings After School Hours.
13. The after-school child care provider will sign an agreement designating responsibilities of provider and school regarding daily operation of the program.

DELETE

ADOPTED: 6/24/96