

HOME of the BUCCANEERS

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

**AGENDA FOR MONDAY, JUNE 16, 2025, AT 6:00 PM
REGULAR SCHOOL BOARD MEETING**

The Milford Board of Education will hold this meeting in-person in the Milford Central Academy Auditorium, 1021 N. Walnut St., Milford, DE 19963. Public comment will be held in-person only.

Public may access this meeting at the following link:

<https://milford.webex.com/milford/j.php?MTID=m5e4eec04c74735afcd36dc2692761e0a>

Webinar number: 2631 301 6125

Webinar password:

KEgU7vpc8q6 (53487872 when dialing from a phone or video system)

Join by phone

+1-415-655-0001 US Toll

Access code: 263 130 16125

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 May 19, 2025, and May 30, 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
2. Superintendent interviews*

6. **Return to Open Session** Action Item
7. **Changes to Agenda**
8. **Public Comment**
9. **Superintendent's Report**
 - A. Thank you to Milford Central Academy for hosting us this evening
 - B. Student Recognitions
 - C. Staff Recognitions
 - D. Continue to Chart the Course to Excellence
10. **Academic Excellence: Dr. Bobbie Kilgore**
 - A. Field Trip Approvals Action Item
 - B. School Climate and Culture update: Dr. Jessica Weller
11. **Building Our Future: Mr. Scott Kessel**
 - A. Monthly Revenue, Expenditure, Major Capital Reports as of May 31, 2025 Action Item
 - B. Prelim FY2026 Revenue and Expenditure budget Action Item
 - C. 2025-2026 Waiver of Opportunity Fund Allocation Requirements Action Item Action Item
 - D. Construction Changes orders Action Item
12. **Empowering and Investing in our People: Ms. Laura Manges**
 - A. Personnel Action Item
 - B. Selection of Superintendent Action Item *Item can not be deferred, added 6/15/25
13. **Board Discussion**
 - A. DSBA Updates
 - B. Recommended Revised Draft Board Policies for Action
 1. Board Policy 6111 – Policy Regarding Curriculum Development, Review, and Adherence Action Item
 2. Revised Board Policy 4302 (c) - Local Salary Supplement: Technology Specialists Action Item
14. **Adjournment** Action Item

*The agenda was updated at 8:00am on June 16, 2025 due to issues arising after the initial posting, which cannot be deferred.



**MILFORD SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR BOARD MEETING
May 19, 2025**

Board Members in Attendance	
Mr. Butch Elzey	Mrs. Jennifer Massotti
Dr. Adam Brownstein	Mr. Scott Fitzgerald
Mrs. Jean Wylie	Mr. Matt Bucher

The Regular Meeting of the Milford Board of Education was called to order by President Fitzgerald at 6:01 PM on Monday evening, May 19, 2025

PLEDGE OF ALLEGIANCE

Mr. Scott Fitzgerald led everyone in reciting the Pledge of Allegiance

APPROVAL OF MINUTES

MOTION MADE BY MR. MATT BUCHER / SECONDED BY MRS. JENNIFER MASSOTTI to approve the Regular Meeting Minutes for April 14, 2025. **Motion passed unanimously.**

ADJOURNMENT TO EXECUTIVE SESSION

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

RETURN TO OPEN SESSION

MOTION MADE BY MRS. JENNIFER MASSOTTI / SECONDED BY MRS. JEAN WYLIE to adjourn Executive Session and return to Open Session at 7:23 PM. **Motion passed unanimously.**

CHANGES TO AGENDA

There were no changes to the May 19, 2025, agendas

PUBLIC COMMENT

No Public Comments were made.

SUPERINTENDENT'S REPORT

Superintendent, Dr. Bridget Chaves thanked the Benjamin Banneker Administration and Staff for hosting the May 19th Board Meeting and everyone who came out to the meeting.

Dr. Chaves encouraged everyone to look at the Community Calendar to stay informed of all upcoming activities and end of year events. Dr. Chaves turned the meeting over to Dr. Kelly Carvajal-Hageman who presented Milford Central Academy and Milford High School students with achievement certificates. Dr.

Carvajal-Hageman explained that those who were in attendance had received awards in various categories from the State of Delaware. At the May 19th board meeting, the Milford School District wanted to also recognize these students by presenting them with certificates of achievement.

The board members were called to stand in front of the table and take a photo. The Milford Central Academy students were photographed first then the Milford High School students were photographed. The Milford Central Academy Principal and Milford High School Principal presented their students with a certificate.

ACADEMIC EXCELLENCE: Dr. Kelly Carvajal-Hageman

Dr. Carvajal-Hageman presented Field Trips for the Board's approval. Mr. Fitzgerald inquired who would be paying for the trip? Dr. Carvajal-Hageman responded that student fundraising and the 509 organization would fund the trip. Dr. Carvajal-Hageman gave the names of the two students attending COSA.

MOTION MADE BY MR BUCHER / SECONDED BY MRS. WYLIE to approve the Field Trip presented. **Motion passed unanimously.**

Dr. Kelly Carvajal-Hageman presented the Professional Learning Update. She described the Educational Leadership Professional Learning program created and sponsored by Harvard Graduate School of Education. Ms. Kimberly Webb, Mrs. Laurie Moorman, Mr. Chad Luzier, Mrs. Shervaun Hinton, Mr. Rene Diaz, Dr. Jessica Weller, Mrs. Jodi Messick, Mr. Tom Peet, and Dr. Jennifer Hallman will attend the program from the Milford School District. Dr. Carvajal-Hageman explained that the program is a five-day institute where the team will work with Harvard's expert faculty and leaders from across the country to examine successful practices and strategies for improving instruction. Harvard gave Milford School District a scholarship covering registration and hotel accommodations for our team.

Dr. Kelly Carvajal-Hageman presented an Academic Update. The slide presentation showed the efforts invested in ongoing School Improvement Planning. She stated "Our compass guides our priorities." There is a focus on systemic turnaround and improvement efforts focusing on three schools in the district: Milford Central Academy, Milford High School, and Mispillion Elementary, all are considered, by the State of Delaware, as targeted schools academically underperforming. The targeted schools were identified by the State of Delaware using SAT scores and other statistical assessment test scores.. On May 20, 2025 and May 21, 2025 the University of Delaware School Success Center will conduct an assessment and training of the three schools identified.. The State of Delaware has given the Milford Central Academy, Mispillion Elementary, and Milford High School three years to show growth.

Dr. Jessica Weller presented a Bridges Room Review to the board. Mr. Rene Diaz, principal of Milford Central Academy accompanied Dr. Weller at the podium along with two MCA teachers. Dr. Weller explained the Bridges Program is yielding great success. Each teacher at the podium gave statements about the Bridges program. Mr. Diaz confirmed that the Bridges program is showing progress. He stated that Milford Central Academy has over one thousand students. Dr. Weller announced that the Bridges program will expand to Milford High School next year. Dr. Brownstein stated that he would like to see the pre-program statistics and was happy to see Bridges's success is outcome based. Dr. Weller played a video for the board of various students currently in the Bridges Program expressing their positive experiences.

BUILDING OUR FUTURE: Mr. Scott Kessel

Monthly Revenue, Expenditure and Major Capital Reports as of April 30, 2025

MOTION MADE BY Mr. Bucher / SECONDED BY Mrs. Massoti to approve monthly revenue, expenditures, and major capital reports presented. **Motion passed unanimously.**

Preliminary FY2026 Revenue and Expenditure budget

Mr. Kessel presented the report. Dr. Brownstein inquired if there were any additional expenditures that resulted from adding the new school, such as overhead and operating expenses? Mr. Scott Kessel answered that he was under the understanding that there was no additional revenue needed for the new school and operating expenses for the new school will be built into the next budget. Mr. Scott Fitzgerald stated the board cannot vote on a report that is not complete. Mr. Kessel replied, he could have an updated report by the following week and be ready for presentation at the June 2025 board meeting. It was discussed and agreed that the correct action to take would be to table the report until the next meeting.

MOTION MADE BY Dr. Brownstein / SECONDED BY Mr. Elzey to table the FY2026 preliminary budget report to be presented at the June 2025 Board Meeting. **Motion passed unanimously.**

MEA Custodial/Maintenance Contract Approval

MOTION MADE BY Mr. Bucher / SECONDED BY Mrs. Wylie to accept the MEA Custodial/Maintenance Contract. **Motion passed unanimously.**

Preliminary Tax Information Dr. Bridget Chaves and Mr. Fitzgerald made comments referencing that the Milford School District benefits from the Impact Fee. This fee does not lead to a tax increase for existing residents. Only new Milford residents will see a tax increase. Tabulations for each County will be on July 7, 2025

Construction Change Orders

MOTION MADE BY Mr. Bucher / SECONDED BY Mrs. Massotti to accept Change Orders as

presented. **Motion passed unanimously.**

EMPOWERING AND INVESTING IN OUR PEOPLE: Dr. Bridget Chaves

Personnel Report

MOTION MADE BY Mrs. Massatti / SECONDED BY Mrs. Wylie to accept the Personnel Report as presented during the Executive Session. Mr. Bucher requested discussion and recommended an amendment to the motion regarding the personnel report. He recommended voting on the report in two parts, Personnel Report 1 and Personnel Report 2. **AMENDED MOTION MADE BY Mrs. Massotti / SECONDED BY Mrs. Wylie** to accept Personnel Report #1. **Motion passed unanimously. AMENDED MOTION MADE BY Mr. Adam Brownstein / SECONDED BY Mr. Butch Elzey** to accept Personnel Report #2. **Motion passed unanimously.**

BOARD DISCUSSION

A. DSBA UPDATES

1. Dr. Brownstein reported that the State of Delaware Department of Education has decided to research a hybrid process for reporting Unit Counts. Future updates are pending. It is likely that no Capital Improvement projects will be approved next year due to funding.
2. Mr. Bucher reported that he will be running for a third term as Chairman of the Legislative Committee. He thanked the local Cub Scout Troop at the Avenue Church for inviting him to participate in their Merit Badge process. Mr. Bucher read the names and thanked the students who participated and stated he enjoyed the event and would like to come back again. Mr. Bucher was invited to the event by Dr. Jessica Weller.

B. Recommended Revised Board Policies for Action

1. Policy 6111 Update was presented by Dr. Carvajal-Hageman as a slide presentation Mr. Fitzgerald made a point of order that the board did not receive the policy therefore could not be voted on. **MOTION MADE BY Mr. Bucher / SECONDED BY Mr. Elzey to table the vote on Policy 6111 until the June 2025 Board Meeting. Motion passed unanimously.**
2. Policy 8204 - Student Representative to the Board of Education presented by Dr. Carvajal-Hageman as a First Read. Two student candidates were in attendance at the meeting.
3. Revised Board Policy 4302(c), Local Salary Supplement: Technology Specialists **MOTION MADE BY Dr. Bucher/ SECONDED BY Mrs. Masotti Motion passed unanimously.**
4. Board Policy 5404 Code of Conduct presented by Dr. Weller **MOTION MADE BY Dr. Brownstein / SECONDED BY Mrs. Wylie Motion passed unanimously.**
5. Revised Board Policy 3304 (a) - Wellness Policy Presented by Laura Bond as a first read. Mr. Bucher made a motion to waive the first read and proceed to take action on the motion **MOTION MADE BY Mrs. Wylie / SECONDED BY Mr. Bucher Motion passed unanimously.**

C. Recommended New Board Policies for Action

1. Dr. Weller thanked the board and proceeded to present Alternative Placement Policy 5401.1 **MOTION MADE BY Mrs. Wylie / SECONDED BY Mr. Bucher Motion passed unanimously.**

ADJOURNMENT

MOTION MADE BY Mrs. Massotti / SECONDED BY Mr. Butch Elzey that the Regular Meeting of the Milford Board of Education held on Monday May 19, 2025, adjourned @ 9:00pm

BOARD AGENDA

May 19, 2025

PERSONNEL REPORT – Action Item

RECOMMEND FOR EMPLOYMENT – ADMINISTRATIVE CONTRACT*

LING, Ashleigh

District - Supervisor of Child Nutrition

One year contract expiring June 30, 2026 with an effective date of July 1, 2025

RECOMMEND FOR EMPLOYMENT – PERMANENT CONTRACT*

CARTER, Lindsay

District – Virtual School Psychologist (11 month)

Effective: July 1, 2025

KAUFHOLD, Julie

Central & Middle – School Psychologist (10 month)

Effective: August 18, 2025

LESLIE, Julia

High – Animal Science Teacher (12 month)

Effective: July 13, 2025

WYATT, Emily

High – English Language Arts Teacher

Effective: August 18, 2025

KARLAK, Nina

Banneker – Kindergarten Teacher

Effective: August 18, 2025

MORTIMER, Stephanie

Middle – School Counselor

Effective: August 18, 2025

CASTRESE, John

District - Athletic Director

Effective: TBD

RECOMMEND FOR EMPLOYMENT – TEMPORARY CONTRACT*

SYDNOR, Lumekka

Mispillion – Elementary School Counselor

Effective: August 18, 2025

RECOMMEND FOR EMPLOYMENT*

PREDEOUX, Valerie

Banneker – Senior Secretary

Effective: June 2, 2025

Milford School
District Regular
Meeting
May 19, 2025

COLLINS, John

District – School Constable

Effective: August 18, 2025

TRANSFER

FOGEL, Michelle

From Central 6.0-hour Child Nutrition Worker to High 7.0-hour Assistant Cafeteria Manager

Effective: August 18, 2025

SCOTT, Jennie

From Central 7.0-hour Interim Assistant Cafeteria Manager to Central 7.0-hour Assistant Cafeteria Manager

Effective: August 18, 2025

BAKER, David

From Central 6.0-hour Child Nutrition Worker to Banneker 7.0-hour Assistant Cafeteria Manager

Effective: August 18, 2025

LEARY, Amy

From Banneker 6.5-hour Child Nutrition Lead Worker to Morris 7.0-hour Assistant Cafeteria Manager

Effective: August 18, 2025

BARNETT, Amy

From Ross 6.0-hour Child Nutrition Worker to Ross Assistant Cafeteria Manager

Effective: August 18, 2025

BRATTON, Courtney

From Mispillion 6.5-hour Child Nutrition Lead Worker to Mispillion 7.0-hour Assistant Cafeteria Manager

Effective: August 18, 2025

WILLEY, Jeannine

From Morris 6.5-hour Child Nutrition Lead Worker to Morris 6.5-hour Child Nutrition Worker

Effective: August 18, 2025

JACKSON, Wanda

From Ross 6.5-hour Child Nutrition Lead Worker to Ross 6.5-hour Child Nutrition Worker

Effective: August 18, 2025

WALKER, Steven

From High Physical Education Teacher to High Driver's Education Teacher

Effective: August 18, 2025

CRAIG-EVANS, Heather

From Mispillion Special Education Teacher to Middle Special Education Teacher

Effective: August 18, 2025

HERD, Kathryn

From Mispillion Elementary Teacher to Mispillion Multi-Lingual Learner Teacher

Effective: August 18, 2025

Milford School
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GALATI, Kristin

From Central Special Education Teacher to Central English Language Arts Teacher

Effective: August 18, 2025

HAMMOND, Dale

From Mispillion Custodian to Morris Chief Custodian

Effective: TBD

RETIREMENT

NICHOLS, John

High – Drivers Education Teacher

Effective: October 1, 2025 (Change from September 1, 2025)

Service to MSD:

RESIGNATION

DENNEHY, Yvette

Morris – Multi-Lingual Learner Teacher

Effective: June 30, 2025

Service to MSD: 6 years

MOORE, Amanda

Central – English Language Arts Teacher

Effective: June 30, 2025

Service to MSD: 2 years

CARTWRIGHT, Bryson

Morris – Chief Custodian

Effective: May 22, 2025

Service to MSD: 8 years

FREY, Hunter

High – English Language Arts Teacher

Effective: June 30, 2025

Service to MSD: 3 years

CHAVES, Bridget

District - Superintendent

Effective: June 30, 2025

Service to MSD: 15 years

RECOMMEND FOR EMPLOYMENT – SUMMER PROGRAMMING*

Recommend for employment in summer school, contingent upon funding and enrollment

Teachers

MCCONNELL, Christina

CURTO, Alexa

QUIEJ SATEY, Heidi

RENKEN, Danielle

LEE, Courtney

Milford School
District Regular
Meeting
May 19, 2025

GONYA-GRIFFIN, Sara
HALL, Destinee
CRAIG-EVANS, Heather
BONTRAGER-THOMAS, Sherrie
HURD, Amanda
AYERS, Aundrea
RIZUTTI, Margaret
EITNER, Tammy
ARCE, Griselda
ADAMS, Erin
CARRANZA, Jessenia
COOK, Andrea
LLEWELLYN, Jennifer

PARAPROFESSIONALS

PARSONS-VILLA, Mystery (NE)
THOMPSON, Haley (NE)
GUAJARDO, Carmen
SHOCKLEY, Myrna
NEWSOME, Roteasha
EMORY, Hilary
WALLS, Caitlyn
RUSS, Dion
DOMINICK, Angela
MAGEE, Chelsea
STREMMEL, Tracy
HENDERSON, Christa
TORO-CARDONA, Ana
EISENBREY, Shelby
HATFIELD, Annelise (NE)
DAVIS, Cole
REYNOLDS, Karen
STRASSLE, Lynne
CURTIS, Debra
DANIELS, Tyna
CARMEAN, Abigail
SORDEN, Michael
GORASKE, Julia (NE)
NEWSOME, Valarie
NEWSOME, Wayne
MOORMAN, Kylie (NE)

NURSE

RASH, Cheryl
MILLER, Christopher (NE)

RECOMMEND FOR HIRE LIMITED CONTRACTS 2024-2025*

High	Track, Head Coach	LOFLAND, Brianna
High	Theatrical Lighting	MAST, Brandon

RESCIND LIMITED CONTRACTS 2024-2025

High	Track, Head Coach	MCENTAFFER, Hunter
High	Track, Asst. Coach	LOFLAND, Brianna

*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.

Student Recognitions

MCA



JDG Chapter Pride

Leana Cherazard
Kenjina Mele
Makenzie Webb

Kent County Junior Honor Band

Zoey Blum
Anamirel Campos
Wyatt Cook
Georgia Jones
Keisha Mendez-Nolasco
Ryenn Sapp
Verity Seelbach
Thomas Smallwood
Nicholas Vathes
Jason Walls

FFA State Convention

Lainey Chorman: Prepared
Public Speaking (*1st*)
Yoselin Perez-Rosales:
Floriculture (*6th*)
Rhiley Robison: Floriculture
(*6th*)
Danielle Holdridge:
Floriculture (*6th*)
Huntley Downes: Milk
Quality (*8th*)
Michael Richards: Milk
Quality (*8th*)
Cerese Jester: Milk Quality
(*8th*)
Amara Duff: Milk Quality
(*8th*)

HOSA

Eyza Chavez-Gutierrez,
Health Career Display Project
on Radiology (*Silver*)
Sanaa Glover, Medical
Terminology (*Bronze*)
Ellie Jo Lammy, Health
Career Display Project on
Radiology (*Silver*)
Bhagya Shah, Math for Health
Careers (*Silver*)

Student Government

*DE Mock Continental
Congress Representatives:*
Michael Mosley
Ellie Jo Lammy
Sadie Washington

County Honors Choir

Serenity Abraham
Emma Frazier
Karen Gonzalez-Ramirez
Anuar "AJ" Gomez
Giovanni Johnson
Ellie Jo Lammy
Isaiah Lockett
Za'Nyija Luke
Lillian McBroom
Shirley Powell-Tosson
Emmalynn Shockley
Lilah Villalobos

All-State Junior Choir

Thomas Smallwood

Student Recognitions

MHS



All-State Mixed Choir

Jayson Dinger
Merary Haro-Purata
Elliot Peel
Avery Richard

All-State Orchestra

Nolan Cohee
Jayson Dinger
Sigrid Evers

All-State Treble Choir

Julienne Combs

Educators Rising State Conference

Julia Goralski: Public Speaking (Silver Medal)
Grace Lobiondo: Job Interview (Gold Medal)

HOSA

Ameiah Bruce, State Level
HOSA: Nursing Assistant (2nd - Heading to Nationals)
Dayanara Carranza, State Level HOSA: Pin Design (3rd - Heading to Nationals)

FFA

Garritt Reagan, Agricultural Technology and Mechanical Systems (2nd)
Kathryn Williams, Technology and Mechanical Systems (2nd)
John Popelas, Agricultural Technology and Mechanical Systems (2nd)
Hailey Smith, Agricultural Technology and Mechanical Systems (2nd)

National Merit Scholarship Selection Candidate

Anthony Nash

Kent County Junior Honor Band

James Sontay-Abac

Kent County Senior Honor Band

Evangeline Brown
Nolan Cohee
Jayson Dinger
Tyler Dinger
Caleb Malinak
Anthony Nash
Maxwell Outten
Olivia Tribbett
Eli Rauch
Avery Richard

All-State Senior Band

Nolan Cohee

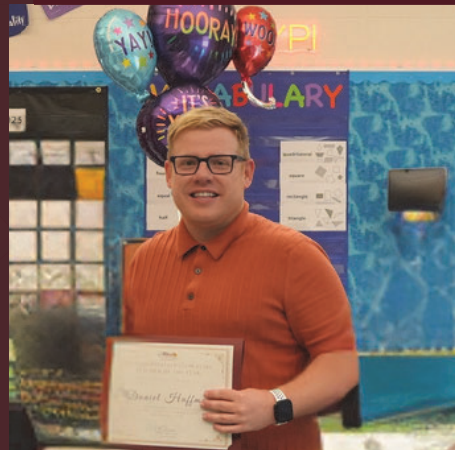
Sussex County Honor Choir

Madison Brown
Aria Boyton
Giovanni Burgos
Judah Carroll
Ty'Vor Cooper
Julienne Combs
Jayson Dinger
Merary Haro-Purata
Daphne Hauch
Cheyenne Johnson
Timothy Lambert
Caleb Malinak
Michael McKain
Elliot Peel
Avery Richard
Myasia Satchell
Kaycee Stevens-Brittingham

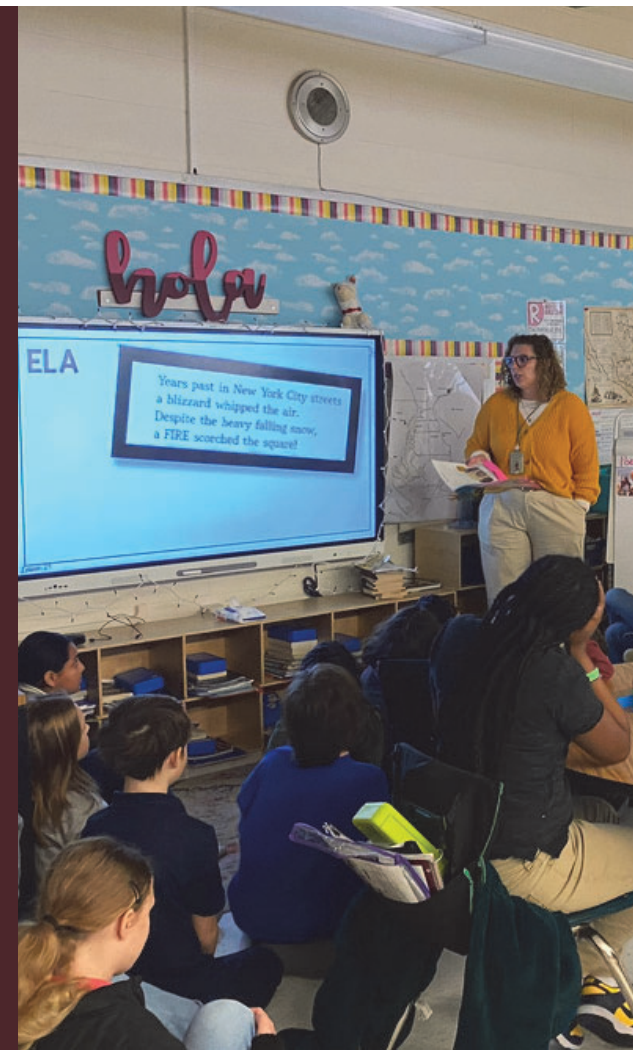
Student Government

Lucy Chorman, National Student Council Officer Finalist

TEACHERS OF THE YEAR



Charting the Course to Excellence





HOME of the BUCCANEERS

EDUCATIONAL SUPPORT & STUDENT SUPPORT PROFESSIONALS



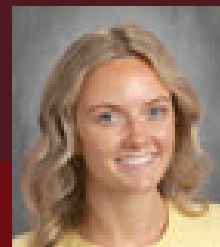
BANNEKER ESP DEBRA PICKETT
BANNEKER SSP SHANIKA WHITE



ROSS ESP JOHN LONGO
ROSS SSP STACEY SEILHEIMER

MCA ESP LYNN STRASSLE
MCA SSP KRISTINA FEHER

MORRIS ESP MELISSA SCHMIDT



DISTRICT ESP LATONYA SMITH
DISTRICT SSP ILIANNY ABAD

MISPILLION SSP SARAH POOL



MHS ESP KAYLA POPHAM HUTSON

Charting the Course to Excellence



LISA CACCAMISE

**BEHAVIORAL HEALTH
PROFESSIONAL OF THE YEAR**



Charting the Course to Excellence



JUNE FIELD TRIP FORM

BOARD INFORMATION

Trip Name Purpose	Trip Date	Location	Trip Duration	Total Cost	Funding Source	School & Grade
There are no Field Trips to review for the month of June						

MILFORD SCHOOL DISTRICT
Fiscal Year 2025 Monthly Revenue Report
As of Mzy 31, 2025
92% of the Fiscal Year completed

REVENUE SOURCE	Final FY 2025 Budget	Actual to date	% received
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STATE FUNDS

Formula Salaries	38,922,522.74	35,964,576.00	92.40%
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	4,182,598.85	100.25%
Homeless Transportation	645,492.00	915,492.00	141.83%
Foster Care Transportation	191,196.00	241,196.00	126.15%
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	187,808.28	301.06%
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	147,483.96	117.45%
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	126,859.19	209.12%
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	56,942,192.42	96.57%

LOCAL FUNDS

Current Expense (tax rate)	9,985,000.00	9,782,367.29	97.97%
Current Expense (capitations)	200.00	-	0.00%
Debt Service	2,300,000.00	2,789,977.92	121.30%
Debt Service - County Impact Fees	92,500.00	79,467.38	85.91%
Tuition	1,400,000.00	1,391,180.19	99.37%
Minor Capital Improvements	347,668.00	343,801.29	98.89%
Interest	1,835,000.00	1,740,195.98	94.83%
Athletics	32,500.00	26,402.00	81.24%
CSCR	45,000.00	40,508.50	90.02%
Indirect Costs	75,000.00	49,516.32	66.02%
Cafeteria	2,700,000.00	2,115,015.00	78.33%
District Donations	98,500.00	81,459.73	82.70%
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)	(1,570,059.66)	74.76%
Other Local Revenue	35,000.00	14,559.08	41.60%
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	16,360,675.70	100.24%

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	77,257,166.12	97.50%
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Milford School District
Monthly Report of Expenditures
For the month ended May 31, 2025

Operating Unit	Budget Line	Final Budget			% Remaining	
		Amount	Encumbered	Expended	Budget Remaining	
9180668A	Benjamin Banneker Elementary School	\$ 73,450.00	7,598.73	46,659.40	\$ 19,191.87	26.13%
9180670A	Evelyn I. Morris Early Childhood Center	\$ 65,290.00	4,869.25	68,133.58	\$ (7,712.83)	-11.81%
9180672A	Lulu M. Ross Elementary School	\$ 91,190.00	26,765.14	77,524.43	\$ (13,099.57)	-14.37%
9180673A	Mispillion Elementary School	\$ 75,690.00	6,455.12	73,550.55	\$ (4,315.67)	-5.70%
9180675A	Milford Central Academy	\$ 132,855.00	22,980.52	92,703.73	\$ 17,170.75	12.92%
9180678A	Milford Senior High School	\$ 190,350.00	9,598.72	171,281.32	\$ 9,469.96	4.98%
99900000	Board Of Ed/District Expenses	\$ 9,000.00	-	1,943.91	\$ 7,056.09	78.40%
	School Resource Officer	\$ 15,000.00	6,937.75	9,729.07	\$ (1,666.82)	-11.11%
99900100	Legal Services, Audit and Insurance Premiums	\$ 90,000.00	11,435.27	81,894.00	\$ (3,329.27)	-3.70%
99900300	District Expenditures	\$ 100,000.00	1,752.00	45,102.47	\$ 53,145.53	53.15%
	School Safety and Security	\$ 287,717.00	29,289.25	258,183.43	\$ 244.32	0.08%
	Public Relations and Communication	\$ 40,000.00	15,765.00	22,856.16	\$ 1,378.84	3.45%
	Copy Center (District Wide)	\$ 165,000.00	20,115.01	142,389.11	\$ 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	-	83,619.86	\$ 41,955.32	
	Student Success Block Grant (Reading)	\$ 374,860.00	-	268,724.69	\$ 106,135.31	28.31%
	Opportunity Grant Mental Health	\$ 918,870.00	-	245,682.50	\$ 673,187.50	73.26%
	Education Opportunity Grant	\$ 2,584,339.84	-	204,447.97	\$ 2,379,891.87	92.09%
	CPR Instruction (State)	\$ 1,050.72	-	1,050.72	\$ -	0.00%
	Summer School	\$ 30,000.00	-	-	\$ 30,000.00	100.00%
	Translators	\$ 5,000.00	-	5,216.02	\$ (216.02)	-4.32%
	Extra Time Programs	\$ 30,000.00	-	10,694.99	\$ 19,305.01	64.35%
	Curriculum and Instruction	\$ 150,000.00	1,741.30	78,239.46	\$ 70,019.24	46.68%
99920700	Athletics - High School	\$ 220,000.00	9,090.96	190,834.77	\$ 20,074.27	9.12%
	Athletics - Milford Central Academy	\$ 46,500.00	-	33,991.34	\$ 12,508.66	26.90%
99920800	Driver's Education	\$ 23,355.00	-	14,878.05	\$ 8,476.95	36.30%
99930200	Tuition - Special Services	\$ 330,000.00	-	291,360.91	\$ 38,639.09	11.71%
	Tuition - Special Services - ILC	\$ 275,000.00	451.00	168,513.30	\$ 106,035.70	38.56%
	Unique Alternatives (State Funds)	\$ 62,382.48	-	-	\$ 62,382.48	100.00%
99930300	Special Services	\$ 59,500.00	2,060.00	50,857.22	\$ 6,582.78	11.06%
	Special Services - State Related Services	\$ 151,760.58	-	150,808.08	\$ 952.50	0.63%
99940100	Contingencies and One-Time Items	\$ 425,000.00	42,369.03	177,187.40	\$ 205,443.57	48.34%
99940200	Division I/Formula Salaries	\$ 39,043,052.49	-	36,770,324.73	\$ 2,272,727.76	5.82%
99940300	Division II - Vocational	\$ 115,046.00	15,678.08	45,509.09	\$ 53,858.83	46.82%
99940400	Division III/Local Salaries	\$ 13,108,962.94	-	11,814,429.91	\$ 1,294,533.03	9.88%
	Union agreed Limited Contracts	\$ 385,000.00	-	253,350.19	\$ 131,649.81	34.19%
99940500	Title I	\$ 1,760,148.00	556,409.16	786,532.77	\$ 417,206.07	23.70%
	Title II	\$ 340,367.00	-	71,891.15	\$ 268,475.85	78.88%
	Title III	\$ 115,869.00	30,230.40	6,633.80	\$ 79,004.80	68.18%
	Title IV	\$ 215,270.00	35,000.00	-	\$ 180,270.00	83.74%
	IDEA Part B	\$ 1,316,991.00	833.96	576,665.04	\$ 739,492.00	56.15%
	IDEA Preschool	\$ 58,767.00	-	47,727.52	\$ 11,039.48	18.79%
	Perkins	\$ 146,886.00	26,698.73	81,882.75	\$ 38,304.52	26.08%
99940600	Insurance Expense	\$ 160,000.00	-	158,267.00	\$ 1,733.00	1.08%
99940700	District Donations	\$ 25,000.00	33,754.00	28,463.08	\$ (37,217.08)	-148.87%
99940810	Technology Equipment & Repair	\$ 286,500.00	905.18	175,242.44	\$ 110,352.38	38.52%
	Technology Block Grant	\$ 106,353.00	-	106,353.00	\$ -	0.00%
99940900	Tuition Reimbursement - Administration	\$ 15,000.00	-	1,793.00	\$ 13,207.00	88.05%
	Tuition Reimbursement	\$ 70,000.00	-	34,999.99	\$ 35,000.01	50.00%
99950000	Personnel/Human Resources	\$ 12,500.00	97.24	8,426.35	\$ 3,976.41	31.81%
99960000	Child Nutrition Operations	\$ 2,700,000.00	118,133.56	3,204,626.57	\$ (622,760.13)	-23.07%
	Cafeteria Salaries	\$ 745,521.00	-	722,832.64	\$ 22,688.36	3.04%
99960100	Facilities Maintenance	\$ 90,000.00	13,900.00	66,219.51	\$ 9,880.49	10.98%
	Custodial Services and Supplies	\$ 150,000.00	-	144,827.09	\$ 5,172.91	3.45%
99960200	Operations and Utilities	\$ 356,500.00	26,872.87	386,923.96	\$ (57,296.83)	-16.07%
	Energy Division II	\$ 847,099.00	402,240.45	312,921.06	\$ 131,937.49	15.58%
99960300	State Transportation	\$ 4,172,159.82	-	3,752,840.86	\$ 419,318.96	10.05%
	State Homeless Transportation	\$ 645,492.00	-	622,018.80	\$ 23,473.20	3.64%
	State Foster Transportation	\$ 191,196.00	-	191,870.00	\$ (674.00)	-0.35%
	Transportation Supplies	\$ 1,000.00	-	1,000.00	\$ -	0.00%
99960400	Transportation Internal Budget (Local)	\$ 20,000.00	222.56	21,933.35	\$ (2,155.91)	-10.78%
	Local Homeless Transportation Match	\$ 71,721.33	-	85,319.00	\$ (13,597.67)	-18.96%
	Local Transportation Match	\$ 462,351.09	-	422,622.36	\$ 39,728.73	8.59%
Total Operating Budget		\$ 74,884,988.47	\$ 1,480,250.24	\$ 63,973,038.99	\$ 9,431,699.24	12.59%
99970000	Local Debt Service	\$ 2,106,795.45	-	2,225,430.87	\$ (118,635.42)	-5.63%
99970200	Minor Capital Improvements	\$ 869,170.00	451,023.08	206,652.99	\$ 211,493.93	24.33%
Total Capital Budget		\$ 2,975,965.45	\$ 451,023.08	\$ 2,432,083.86	\$ 92,858.51	3.12%
Grand Total		\$ 77,860,953.92	\$ 1,931,273.32	\$ 66,405,122.85	\$ 9,524,557.75	12.23%

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.

EXPENDITURE

EXPENDITURE



Preliminary Fiscal Year 2026 Revenue Budget

REVENUE SOURCE	Final FY 2025 Budget	Preliminary FY 2026 Budget
STATE FUNDS		
Formula Salaries	38,922,522.74	38,922,522.74
Cafeteria Salaries	745,521.00	745,521.00
Delaware Sustainment Fund	794,671.00	794,671.00
Related Services Cash Option	151,760.58	151,760.58
Division II, All Other Costs	1,115,494.00	1,115,494.00
Division II, All Other Costs - VOC	115,046.00	115,046.00
Division II, Energy	847,099.00	847,099.00
Division III, Equalization	6,138,589.00	6,138,589.00
State Transportation	4,161,159.82	4,161,159.82
Transportation - Driver Training	11,000.00	11,000.00
Homeless Transportation	645,492.00	645,492.00
Foster Transportation	191,196.00	191,196.00
Transportation Supply	1,000.00	1,000.00
Unique Alternatives	62,382.48	62,382.48
Drivers' Education	23,355.00	23,355.00
Technology Block Grant	106,353.00	106,353.00
CPR Instruction/College Access	1,050.72	1,050.72
Education Opportunity Grant	2,584,339.84	2,584,339.84
Education Opportunity Grant - Mental Health	463,657.00	463,657.00
Mental Health Block Grant/Cash Option	455,213.00	455,213.00
Student Success Block Grant Reading	374,860.00	374,860.00
Athletic Trainer Block Grant	59,867.00	59,867.00
School Safety and Security Fund	287,717.00	287,717.00
World Language Expansion	125,575.18	125,575.18
Substitute Reimbursement - Parental Leave	60,662.75	60,662.75
Minor Capital Improvements	521,502.00	838,454.00
Major Capital Improvements	-	-
TOTAL STATE FUNDS	58,967,086.11	59,284,038.11
LOCAL FUNDS		
Current Expense (tax rate)	9,985,000.00	10,234,625.00
Current Expense (capitations)	200.00	200.00
Athletics	32,500.00	32,500.00
Interest	1,835,000.00	1,835,000.00
Building Rental	4,500.00	4,500.00
Other Local Revenue	35,000.00	35,000.00
CSCR	45,000.00	45,000.00
Indirect Costs	75,000.00	75,000.00
Cafeteria	2,700,000.00	2,700,000.00
Net Choice Billings	(235,427.24)	(235,427.24)
Charter Billings	(294,701.28)	(294,701.28)
Tuition Billings	(2,100,000.00)	(2,100,000.00)
Tuition	1,400,000.00	1,500,000.00
Donations	98,500.00	98,500.00
Debt Service	2,300,000.00	2,000,000.00
Debt Service - County	92,500.00	92,500.00
Match Tax - Minor Capital Improvements	347,668.00	558,969.00
Match Tax - Education Opportunity	-	-
Match Tax - Reading and Math Specialists	-	-
Match Tax - Extra Time	-	-
Match Tax - Technology Maintenance	-	-
TOTAL LOCAL FUNDS	16,320,739.48	16,581,665.48
FEDERAL FUNDS		
IDEA	1,316,991.00	1,316,991.00
IDEA - Preschool	58,767.00	58,767.00
TITLE I	1,760,148.00	1,760,148.00
TITLE II	340,367.00	340,367.00
TITLE III	115,869.00	115,869.00
TITLE IV	215,270.00	215,270.00
PERKINS	146,886.00	146,886.00
OTHER FEDERAL FUNDS	-	-
TOTAL FEDERAL/OTHER FUNDS	3,954,298.00	3,954,298.00
GRAND TOTAL ALL FUNDS	79,242,123.59	79,820,001.59

Milford School District
Preliminary Expenditure Budget
Fiscal Year 2026

Operating Unit	Operating Unit Description	FY 2025 Final Budget	FY 2026 Preliminary Budget	Difference between FY 25 and FY 26	% Difference
9180668A	Benjamin Banneker Elementary School	\$ 73,450.00	\$ 52,240.00	\$ (21,210.00)	-29%
9180670A	Evelyn I. Morris Early Childhood Center	\$ 65,290.00	\$ 54,490.00	\$ (10,800.00)	-17%
9180672A	Lulu M. Ross Elementary School	\$ 91,190.00	\$ 70,030.00	\$ (21,160.00)	-23%
9180673A	Mispillion Elementary School	\$ 75,690.00	\$ 61,840.00	\$ (13,850.00)	-18%
9180675A	Milford Central Academy	\$ 132,855.00	\$ 80,480.00	\$ (52,375.00)	-39%
9180675A	Milford Middle School	\$ -	\$ 80,102.50	\$ 80,102.50	
9180678A	Milford Senior High School	\$ 190,350.00	\$ 174,850.00	\$ (15,500.00)	-8%
99900000	Board of Education - School Resource Officer	\$ 15,000.00	\$ 15,000.00	\$ -	0%
99900000	Board of Education	\$ 9,000.00	\$ 9,000.00	\$ -	0%
99900100	Legal Services and Audit	\$ 90,000.00	\$ 90,000.00	\$ -	0%
99900300	District Expenditures	\$ 100,000.00	\$ 100,000.00	\$ -	0%
99900300	Public Relations and Communication	\$ 40,000.00	\$ 40,000.00	\$ -	0%
99900300	School Safety and Security	\$ 287,717.00	\$ 287,717.00	\$ -	0%
99900300	Copy Center (District wide)	\$ 165,000.00	\$ 185,000.00	\$ 20,000.00	12%
99910100	Superintendent	\$ 1,500.00	\$ 1,500.00	\$ -	0%
99920000	World Language Immersion (State Grant)	\$ 125,575.18	\$ 125,575.18	\$ -	
99920000	Educator Accountability (State Grant)	\$ 1,050.72	\$ 1,050.72	\$ -	0%
99920000	Student Success Block Grant - Mental Health	\$ 918,870.00	\$ 918,870.00	\$ -	0%
99920000	Student Success Block Grant Reading	\$ 374,860.00	\$ 374,860.00	\$ -	0%
99920000	Education Opportunity Grant	\$ 2,584,339.84	\$ 2,584,339.84	\$ -	0%
99920000	Summer School	\$ 30,000.00	\$ 30,000.00	\$ -	0%
99920000	Translators	\$ 5,000.00	\$ 5,000.00	\$ -	0%
99920000	Extra Time Programs	\$ 30,000.00	\$ 30,000.00	\$ -	0%
99920000	Curriculum/Instructional	\$ 150,000.00	\$ 150,000.00	\$ -	0%
99920700	Athletics - Middle School	\$ 46,500.00	\$ 46,500.00	\$ -	0%
99920700	Athletics - High School	\$ 220,000.00	\$ 220,000.00	\$ -	0%
99920800	Driver's Education	\$ 23,355.00	\$ 23,355.00	\$ -	0%
99930200	Special School - Tuition ILC	\$ 275,000.00	\$ 275,000.00	\$ -	0%
99930200	Special School - Tuition	\$ 330,000.00	\$ 330,000.00	\$ -	0%
99930200	Special School - Unique Alternatives (State)	\$ 62,382.48	\$ 62,382.48	\$ -	0%
99930300	Special Services	\$ 59,500.00	\$ 59,500.00	\$ -	0%
99930300	Special Services - State Related Services	\$ 151,760.58	\$ 151,760.58	\$ -	0%
99940100	Contingencies and One-Time Items	\$ 425,000.00	\$ 425,000.00	\$ -	0%
99940200	Division I Sal/Other State Prg	\$ 39,043,052.49	\$ 39,043,052.49	\$ -	0%
99940300	Division II Vocational	\$ 115,046.00	\$ 115,046.00	\$ -	0%
99940400	Local Limited Contracts	\$ 385,000.00	\$ 385,000.00	\$ -	0%
99940400	Division III/Local Salaries	\$ 13,108,962.94	\$ 13,108,962.94	\$ -	0%
99940500	Title I	\$ 1,760,148.00	\$ 1,760,148.00	\$ -	0%
99940500	Title II	\$ 340,367.00	\$ 340,367.00	\$ -	0%
99940500	Title III	\$ 115,869.00	\$ 115,869.00	\$ -	0%
99940500	Title IV	\$ 215,270.00	\$ 215,270.00	\$ -	0%
99940500	IDEA Part B	\$ 1,316,991.00	\$ 1,316,991.00	\$ -	0%
99940500	IDEA Preschool	\$ 58,767.00	\$ 58,767.00	\$ -	0%
99940500	Perkins	\$ 146,886.00	\$ 146,886.00	\$ -	0%
99940500	Homeless	\$ -	\$ -	\$ -	
99940500	Other Federal Grants	\$ -	\$ -	\$ -	
99940600	Insurance	\$ 160,000.00	\$ 160,000.00	\$ -	0%
99940700	Private Grants/Donations	\$ 25,000.00	\$ 25,000.00	\$ -	0%
99940810	Technology Equipment & Repair	\$ 286,500.00	\$ 286,500.00	\$ -	0%
99940810	Technology Block Grant	\$ 106,353.00	\$ 106,353.00	\$ -	0%
99940900	Tuition Reimbursement - Administrative	\$ 15,000.00	\$ 15,000.00	\$ -	
99940900	Tuition Reimbursement	\$ 70,000.00	\$ 70,000.00	\$ -	
99950000	Personnel/Hr	\$ 12,500.00	\$ 12,500.00	\$ -	0%
99960000	Child Nutrition Operations	\$ 3,445,521.00	\$ 3,445,521.00	\$ -	0%
99960100	Facilities Maintenance	\$ 90,000.00	\$ 100,000.00	\$ 10,000.00	11%
99960100	Custodial Services	\$ 150,000.00	\$ 165,000.00	\$ 15,000.00	10%
99960200	Energy - Division II	\$ 847,099.00	\$ 847,099.00	\$ -	0%
99960200	Local Energy/Utilities	\$ 82,000.00	\$ 82,000.00	\$ -	0%
99960200	Custodial Substitutes	\$ 15,000.00	\$ 15,000.00	\$ -	0%
99960200	Operations/Utilities	\$ 259,500.00	\$ 259,500.00	\$ -	0%
99960300	State Transportation	\$ 5,009,847.82	\$ 5,009,847.82	\$ -	0%
99960400	Local Transportation	\$ 554,072.42	\$ 554,072.42	\$ -	0%
Total Operating Budget		\$ 74,884,988.48	\$ 74,875,195.98	\$ (9,792.50)	0%
99970000	Local Debt Service	\$ 2,106,795.45	\$ 2,050,844.57	\$ (55,950.88)	-3%
99970200	Minor Capital Improvements	\$ 869,170.00	\$ 1,397,423.00	\$ 528,253.00	61%
Total Capital Budget		\$ 2,975,965.45	\$ 3,448,267.57	\$ 472,302.12	16%

TOTAL	\$ 77,860,953.93	\$ 78,323,463.55	\$ 462,509.62	0.6%
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**2025-2026 School Year
Waiver of Opportunity Grant Allocation Requirements**

In accordance with 14 Del. C., § 1704 (4) the Milford School District is requesting a waiver of the Opportunity Grant allocation requirements. The grant requires that 98% of the allocation be used at the school that generates the funding. Due to programming currently in place prior to these requirements and the districtwide support of multilingual and low-income students, the district plans to use the funds to best support all students regardless of their home school location. This plan will require the Board of Education to waive the grant requirements.

The district will host a meeting of the Milford Board of Education on June 16, 2025 requesting action on this waiver. Public comments regarding this waiver provision may be made in accordance with Board Policy 8503 Public and Employee Participation at Board of Education Meetings. Written comments should be directed to the Superintendent no later than five days prior to the June 16, 2025, Board Meeting. All comments will be shared with the Board of Education prior to their vote on June 16, 2025. Any questions or concerns can be directed to Mr. Scott Kessel at skessel@msd.k12.de.us or 302-422-1600.

June 16, 2025

Contract Vendor	Change Order Number	Description	Change Order Amount
Continental Electrical Services, LLC.	B19-23	Electricians overtime May 31	\$ 2,816.00
Continental Electrical Services, LLC.	B19-22	Electricians overtime May 10	\$ 2,816.00
L. Wilson Masonry	B5-5	Caulk cast stone head joints to brick	\$ 7,100.00
Modular Concepts	B15-1	Add solid surface window sill	\$ 934.00
Walker and Laberge Glass Company	B10-1	Furnish and install one additional W30 window unit	\$ 5,580.00
Continental Electrical Services, LLC.	B19-20	Install tamper proof receptacles	\$ 39,681.00
Richard Y Johnson	4	Scrape shotblast gym floor, install vapor retarder, apply UZIN to level the floor	\$ 106,500.00
TOTAL COST ADJUSTMENT \$			165,427.00



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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)

Modular Concepts
54 Wilmon Street
Chesapeake City, MD 21915

CONTRACT INFORMATION:

Contract For: B-15 Casework
Date: December 19, 2023

ARCHITECT: (name and address)

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

CHANGE ORDER INFORMATION:

Change Order Number: B15-01
Date: May 28, 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.)

ASI -91 Added solid surface window sill per the drawings.

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

\$	550,000.00
\$	0.00
\$	550,000.00
\$	934.00
\$	550,934.00

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
6.3.25

DATE:

Modular Concepts

CONTRACTOR (Firm name)

SIGNATURE

PRINTED NAME AND TITLE

DATE:

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:

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User Notes:

Modular Concepts

May 28, 2025

Dean Johnson
Richard Y. Johnson
18404 Johnson Road, PO Box 105
Lincoln, DE 19960

Reference: Milford Middle School – ASI-91 Pricing

Dean,

Below please find our pricing for the changes made in ASI-91. We have included the added solid surface window sill per the drawings.

Labor: \$ 273
Material: \$ 576
10%: \$ 85
Total: \$ 934

Do not hesitate to contact me with any questions you may have regarding this matter.

Best Regards,



Jeff Foster
President

Carolyn Anderson

From: Dean Johnson
Sent: Wednesday, May 28, 2025 8:53 AM
To: Carolyn Anderson
Subject: FW: Document ASI-0091-00 Issued - Milford Middle School
Attachments: Letter6 - 5-28-25 - ASI-91 Window Sill Pricing.docx

Hi Carolyn Can you please do an AIA for the attached. thanks

From: Jeff Foster Jr. [mailto:jr@modconinc.com]
Sent: Wednesday, May 28, 2025 8:49 AM
To: Dean Johnson <djohnson@ryjson.com>
Subject: RE: Document ASI-0091-00 Issued - Milford Middle School

Good Morning Dean,

Pricing for the added sill in ASI-91 is included.

Thank you,

Jeff Foster Jr.
President
Modular Concepts, Inc.
54 Wilmon Street
Chesapeake City, MD 21915
C-302-383-5008
PH-410-885-5960
FAX-410-885-5961

From: Dean Johnson <server@projectcloud.newforma.com>
Sent: Thursday, May 15, 2025 12:25 PM
To: Jeff Foster Jr. <jr@modconinc.com>
Subject: Document ASI-0091-00 Issued - Milford Middle School

The following document has been issued. Click the link below to view.

Document: [ASI-0091-00](#)
Project: Milford Middle School
Title: New Storefront Window
Issued Date: 05/15/2025

This email was generated by Newforma ConstructEx. If you have any questions, please contact your project administrator.



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)
Walker & Laberge Glass Company
30235 Foskey Lane
Delmar, MD 21875

CONTRACT INFORMATION:
Contract For: B-10 Furnish Hollow
Metal/Doors/Hardware
Date: 12/19/23

ARCHITECT: (name and address)
Buck Simpers Architects &
Associates
954 Justison St
Wilmington, DE 19801

CHANGE ORDER INFORMATION:
Change Order Number: B10-01

Date: May 21, 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 #93 Furnish & install one additional W30 window unit. Unit will match the balance of the job.

The original Contract Sum was	\$ 2,172,000.00
Net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 2,172,000.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 5,580.00
The new Contract Sum including this Change Order will be	\$ 2,177,580.00

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

6.3.25
DATE:

Wslker & Laberge Glass Company
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:

Walker & Laberge Glass Company

30235 Foskey Lane Delmar Md. 21875
Phone 410-749-9400 Fax 410-749-8591
bharrington@walkerlaberge-md.com

5/21/25

Richard Y Johnson and Son
Jesse and Don

Milford Middle School
ASI 93 Proposed Change Order

Walker Laberge will furnish and install one additional W30 window unit. Unit will match the balance of the job.

Add \$5,580.00 To contract.

Thank You
Bob Harrington

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)

L. Wilson Masonry
1229 Staytonville Road
Harrington, DE 19952

CONTRACT INFORMATION:

Contract For: B-5-Masonry
Date: December 19, 2023

ARCHITECT: (name and address)

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

CHANGE ORDER INFORMATION:

Change Order Number: B5-05
Date: May 28, 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.)

Caulk cast stone head joints and cast stone to brick where cast stone sills were reset after Marvin Windows were installed.
Includes lift

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

\$	2,960,000.00
\$	35,879.76
\$	2,995,879.76
\$	7,100.00
\$	3,002,979.76

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

6.3.25

DATE:

L. Wilson Masonry

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

Nicholas Humphreys, Project Manager

PRINTED NAME AND TITLE

DATE:

SIGNATURE

Sara Hale, COO

PRINTED NAME AND TITLE

DATE:

J&B CAULKERS INC.

Caulking & Waterproofing

2242 Glasgow Ave
Newark, DELAWARE 19702
(Phone) 302-273-2211 (Fax) 302-273-2160

5/15/25

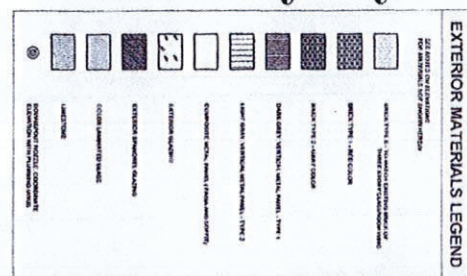
RE: Milford Middle School

Add To Contract:

- 1.) Caulk cast stone head joints and cast stone to brick where cast stone sills were reset after the Marvin windows were installed. \$7,100 (Includes Lift)

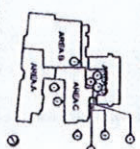
*See attached drawing for area of work.

DE. License #: 1999202553
Federal ID #: 51-0386700
NCC License #: LC1359



LET ADVERTISERS CONSIDER THE
FOR ANNUAL, NOT SPENDING, BUDGET

- [illegible]



KEY PLAN

Wilford
SCHOOL DISTRICT
OWNER OF THE RESTAURANT

OWNER
Millard School District
806 Lakewood Avenue
Wheat, CO 80603

STRUCTURAL ENGINEER
Platform Engineering
37500 Foothill Boulevard, Unit 2

MECH/ELEC ENGINEER
Furnish Associates
650 Veterans Road
Clement, DE 19702
P (402) 796-2315

NIHON CONULTANT
Consult Associates, LLC
300 South Street
Farmdale, NY 11735
1 First Avenue
Suffolk, DE 19962
P (302) 647-1444

TECHNOLOGY
Educational Systems Planning
2440 Holly Avenue, Suite 200
Annapolis, MD 21403
P (410) 573-8744

E
S
A
+
A

Buck Simpers Architect
+ Associates, Inc.
954 Justison St
Wilmington, DE 19801
302.658.0200

1271-900 XB-

JOB NO. 22.018
MILFORD MIDDLE
SCHOOL

612 LAKEVIEW AVE
MILFORD, DE 1996
EXTERIOR BUILDING
ELEVATION

A214

Carolyn Anderson

From: Dean Johnson
Sent: Wednesday, May 28, 2025 8:47 AM
To: Carolyn Anderson
Cc: Nick@wilsonmasonrycompany.com
Subject: FW: Milford MS
Attachments: milford ms a213 a214.pdf; Jb quote4.docx

Hi Carolyn
Can you please do an AIA for the attached. thanks

From: Nicholas Humphreys [mailto:Nick@wilsonmasonrycompany.com]
Sent: Wednesday, May 28, 2025 8:21 AM
To: Dean Johnson <djohnson@ryjson.com>
Subject: Fw: Milford MS

Morning Dean,
Sizemore asked I forward you this caulking quote for the existing sills at Milford.

Thanks,
Nick

Nick Humphreys
Project Manager | L. Wilson Masonry, Inc.
1229 Staytonville Rd.
Harrington, DE 19952
O: 302-398-8240
C: 302-228-1039



From: Jimmy Frazier <jimmyfrazier@comcast.net>
Sent: Thursday, May 15, 2025 9:26 AM
To: Nicholas Humphreys <Nick@wilsonmasonrycompany.com>
Subject: Fwd: Milford MS

Nick,

Please see attached quote for Milford Middle that I just spoke to Dave about. Can you please forward to Dave.

Jimmy Frazier
J&B Caulkers Inc.
Vice-President
(P)302-273-2211 (F)302-273-2160

----- Original Message -----

From: Nicole Frazier <nfrazier2134@comcast.net>
To: "jimmyfrazier@comcast.net" <jimmyfrazier@comcast.net>
Date: 05/15/2025 9:21 AM EDT
Subject: Milford MS

Nicole Frazier
J&B Caulkers Inc
Office Manager
Office: (302) 273-2211 Fax: (302) 273-2160

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: B19-12 Date: 5/05/2025 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 #22 Reimbursement for the premium portion of overtime for Saturday May 10th. This is for (5) electricians to pull feeders into the main switchboard while de-energized.

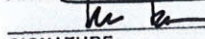
The original Contract Sum was	\$ 4,015,000.00
Net change by previously authorized Change Orders	\$ 86,594.00
The Contract Sum prior to this Change Order was	\$ 4,101,594.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 2,816.00
The new Contract Sum including this Change Order will be	\$ 4,104,410.00

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.

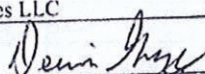
Buck Simpers Architects & Associates
ARCHITECT (Firm name)


SIGNATURE
 5/9/25

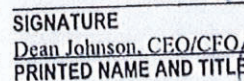
PRINTED NAME AND TITLE

DATE:

Continental Electrical Services 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
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: 4/28/2025
Job #: 24-002 Change Order #: 22

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: Reimbursement for premium portion of overtime for Saturday May 10, 2025 to install panel feeders.

Description of Proposed Changes:

- Reimbursement for premium portion of overtime for Saturday May 10, 2025 to pull panel feeders into the Main Switchboard while de-energized. This work to be performed outside of normal working hours to limit disruption to other trades due to loss of temporary power. Includes (5) electricians for one (8) hour day (40 Hours Total).
- All trash to be taken to an onsite dumpster provided and maintained by others.
- All work to be performed between the hours of 7:00 - 3:30pm, Monday through Friday excluding holidays.
- Any contract modification arising from this proposal is subject to mutually agreeable schedule, terms and conditions.

Attached supporting information from: ☐ Subcontractor ☐ Supplier

Labor:			Total
Class	Rate	Hours	
Foreman	\$ 53.44	8	\$ 427.52
Journeyman	\$ 53.44	32	\$ 1,710.08
PM/Office	\$ 175.00	1	\$ 175.00
Labor Total =			\$ 2,312.60

Material:		
Misc. Material		\$ -
Misc. Material		\$ -
Misc. Material		\$ -
Misc. Material		\$ -
Material Total =		\$ -
Safety		\$ 57.82
Shipping / Receiving		\$ -
Consumables		\$ -
Warranty		\$ 46.25
Gross / Receipts Tax		\$ 23.13
Bond		\$ 28.91
Misc. Total =		\$ 156.10
Sub Total =		\$ 2,468.70
		\$ 346.89
Overhead & Profit		\$ -
Grand Total =		\$ 2,816

We propose hereby to furnish material and labor in accordance with above specifications for the sum of: \$ 2,816
Two Thousand Eight Hundred Sixteen Dollars and 00/100

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)**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: B19-14
Date: 05/16/2025**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 #23 Reimbursement for premium portion of overtime for Saturday May 31,(5) electricians to pull feeders into the main switchboard while de-energized

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
\$	129,091.00
\$	4,144,091.00
\$	2,816.00
\$	4,146,907.00

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**

6/3/25

DATE:

Continental Electrical Services LLC

CONTRACTOR (Firm name)

Richard Y. Johnson & Son, Inc.

CONSTRUCTION MANAGER (Firm name)**SIGNATURE**

Dean Johnson, CEO/CFO

PRINTED NAME AND TITLE**DATE:**

5/19/25

Milford School District

OWNER (Firm name)

<p><i>Dennis Gregg</i></p> <p>SIGNATURE</p> <p>DENNIS GREGG, SR. Project Manager</p> <p>PRINTED NAME AND TITLE</p> <p>5/19/2025</p> <p>DATE:</p>	<p>SIGNATURE</p> <p>Sara Hale, COO</p> <p>PRINTED NAME AND TITLE</p> <p>DATE:</p>
--	---

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: 5/16/2025
Job #: 24-002 Change Order #: 23

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: Reimbursement for premium portion of overtime for Saturday May 31, 2025 to install panel feeders.

Description of Proposed Changes:

- Reimbursement for premium portion of overtime for Saturday May 31, 2025 to pull panel feeders into the Main Switchboard while de-energized. This work to be performed outside of normal working hours to limit disruption to other trades due to loss of temporary power. Includes (5) electricians for one (8) hour day (40 Hours Total).
- All trash to be taken to an onsite dumpster provided and maintained by others.
- All work to be performed between the hours of 7:00 - 3:30pm, Monday through Friday excluding holidays.
- 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	\$ 53.44	8	\$ 427.52	
Journeyman	\$ 53.44	32	\$ 1,710.08	
PM/Office	\$ 175.00	1	\$ 175.00	
Labor Total =			\$	2,312.60
Material:				
Misc. Material			\$ -	
Misc. Material			\$ -	
Misc. Material			\$ -	
Misc. Material			\$ -	
Material Total =			\$	-
Safety			\$ 57.82	
Shipping / Receiving			\$ -	
Consumables			\$ 46.25	
Warranty			\$ 23.13	
Gross / Receipts Tax			\$ 28.91	
Bond			\$ -	
Misc. Total =			\$	156.10
Sub Total =			\$	2,468.70
Overhead & Profit			\$ 345.89	
Grand Total =			\$	2,816

We propose hereby to furnish material and labor in accordance with above specifications for the sum of:
Two Thousand Eight Hundred Sixteen Dollars and.....00/100

\$ 2,816

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) 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: B19-13R Date: 05/05/2025 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 #20R
 ASI #85 - Install Tamper Proof Receptacles in accordance with requirements of the NEC.

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
\$	89,410.00
\$	4,104,410.00
\$	39,681.00
\$	4,144,091.00

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
 5/9/25

DATE:

Continental Electrical Services LLC
CONTRACTOR (Firm name)

Richard Y. Johnson & Son, Inc.
CONSTRUCTION MANAGER (Firm name)

SIGNATURE

Dean Johnson, CEO/CEO
PRINTED NAME AND TITLE

DATE:

Milford School District
OWNER (Firm name)

W. Dennis Gregg
SIGNATURE *DENNIS GREGG SENIOR PROJECT MGR.*
PRINTED NAME AND TITLE
5/30/2025
DATE:

S. P. Kessel
SIGNATURE
Sara Hale, COO *for Scott Kessel*
PRINTED NAME AND TITLE
6-21-25
DATE:

CONFIDENTIAL

CHANGE ORDER REQUEST

Submitted To: RICHARD Y. JOHNSON & SON, INC. Original Contract: \$4,015,000.00
Job Name: MILFORD MIDDLE SCHOOL Date: 5/2/2025
Job #: 24-002 Change Order #: 20REV 1

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 #085 - Install Tamper Proof Receptacles in accordance with requirements of the NEC.

Description of Proposed Changes:

- Install tamper proof duplex and GFCI receptacles at locations indicated on the attached Electrical Drawings E121.0, E121.A, E121.B, E121.C, E121.D, E122.A, E122.C, E122.D and E123.D. Includes removal and replacement of (692) previously installed devices on First, Second and Third Floor of Area D, Second Floor and half of First Floor in Area A (See below)
- The 20A, 125V Tamper Resistant Duplex Receptacles shall be Pass and Seymour P/N TR5362W and 20A, 125V Tamper Resistant GFCI Receptacles shall be P/N 2097TRW. Product Data is attached.
- Credit for unused non Tamper-Resistant receptacles will be addressed in a separate change order request.

Attached supporting information from: ☐ Subcontractor ☐ Supplier

- Area A First Floor devices previously installed in Rooms - #111, 109, 113, 115, 107, 105F, 105D, 105C, 105B, 103E, 103D, 103C, 103B, 103G, 103F, Corridor 103A and 105.

Labor:

Class	Rate	Hours	Total
Foreman	\$ 108.88	121	\$ 12,932.48
Journeyman	\$ 108.88	121	\$ 12,932.48
PM/Office	\$ 175.00	2	\$ 350.00
			\$ -
			\$ 26,214.96

Labor Total = \$ 26,214.96

Material:

Tamper Proof Devices	\$ 8,086.40
Misc. Material	\$ -
Misc. Material	\$ -
Misc. Material	\$ -
	\$ 8,086.40

Material Total = \$ 8,086.40

Safety	(Waived for this COR)	\$ -
Shipping / Receiving		\$ 113.21
Consumables		\$ 121.30
Warranty	(Waived for this COR)	\$ -
Gross / Receipts Tax	(Waived for this COR)	\$ -
Bond	(Waived for this COR)	\$ -
		\$ 234.51

Misc. Total = \$ 234.51

Sub Total = \$ 34,535.87

Overhead & Profit	\$ 5,145.20
-------------------	-------------

Grand Total = \$ 39,681

We propose hereby to furnish material and labor in accordance with above specifications for the sum of: \$ 39,681
Thirty Nine Thousand Six Hundred Eighty One Dollars and 00/100

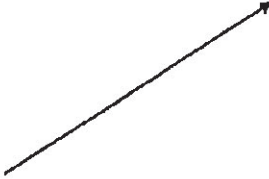
Above additional work to be performed under same conditions as specified in original contract unless otherwise stipulated.
The Revision becomes part of and in conformance with, the existing contract and can be voided.
Continental Electrical Services, LLC is not responsible for lead times on material.

Authorized Signature: Dennis Gregg

Signature: _____

Date: _____

Description	Qty	Labor	U	Total Mat(\$)	Total Hours
20A 125V TR Duplex Receptacle	1103	0	E	\$6,176.80	0
20A 125V TR GFCI Receptacle	110	0	E	\$1,909.60	0
Remove/Replace Wiring Device	692	0.35	E	\$0.00	242.2
Totals				\$8,086.40	242.2



A labor unit of 35 Hrs per Hundred (.35 Hrs per device) has been used per NECA Manual of Labor Units. This is for "Normal" installations. NECA is a nationally recognized standard for electrical construction. See next page.

PICTURE	DESCRIPTION	NORMAL	DIFFICULT	VERY DIFFICULT	COMPANY EXPERIENCE	UNIT
	Straight Blade & Twist Lock Single Receptacles					
	15 Amp 2 Wire	20.0	25.0	30.0		O
	15 Amp 3 Wire	25.0	31.2	37.5		O
	20 Amp 2 Wire	25.0	31.2	37.5		O
	20 Amp 3 Wire	30.0	37.5	45.0		C
	20 Amp 4 Wire	35.0	43.7	52.0		O
	20 Amp 5 Wire	40.0	50.0	60.0		C
	30 Amp 2 Wire	35.0	43.7	52.0		C
	30 Amp 3 Wire	40.0	50.0	60.0		C
	30 Amp 4 Wire	45.0	56.2	67.0		O
	30 Amp 5 Wire	50.0	62.0	75.0		O
	60 Amp 3 Wire	50.0	62.0	75.0		O
	60 Amp 4 Wire	55.0	68.0	82.0		C
	60 Amp 5 Wire	60.0	75.0	90.0		O
	60 Amp 4 Wire	70.0	85.0	100.0		O
	Straight Blade & Twist Lock Duplex Receptacles					
	15 Amp 2 Wire	20.0	25.0	30.0		O
	15 Amp 3 Wire	25.0	31.2	37.5		C
	15 Amp GFI	30.0	37.5	45.0		C
	20 Amp 2 Wire	25.0	31.2	37.5		O
	20 Amp 3 Wire	35.0	37.5	45.0		O
	20 Amp GFI	35.0	43.7	52.0		O
	Straight Blade & Twist Lock Duplex Receptacles (Split Wires (2-shrouds))					
	15 Amp 2 Wire	30.0	37.5	45.0		O
	15 Amp 3 Wire	35.0	43.7	52.0		O
	Pin Type Circuit Breaking Polarized Receptacles					
	20 Amp 2 Wire (#12 AWG 20 Amp Circuit)	0.85	1.05	1.27		E
	3 Wire	0.85	1.18	1.42		E
	4 Wire	1.05	1.30	1.57		E
	5 Wire	1.15	1.43	1.72		E
	30 Amp 2 Wire (#10 AWG 30 Amp Circuit)	0.90	1.12	1.35		E
	3 Wire	1.00	1.25	1.50		E
	4 Wire	1.10	1.37	1.65		E
	5 Wire	1.20	1.50	1.80		E
	60 Amp 2 Wire (#8 AWG 60 Amp Circuit)	1.15	1.43	1.72		E
	3 Wire	1.30	1.62	1.95		E
	4 Wire	1.45	1.80	2.15		E
	5 Wire	1.60	2.00	2.40		E
	60 Amp 2 Wire (#8 AWG 60 Amp Circuit)	1.40	1.75	2.10		E
	3 Wire	1.60	2.00	2.40		E
	4 Wire	1.80	2.25	2.70		E
	5 Wire	2.00	2.50	3.00		E
	100 Amp 2 Wire (#4 AWG 75 Amp Circuit)	1.65	2.05	2.45		E
	3 Wire	1.85	2.30	2.75		E
	4 Wire	2.00	2.50	3.00		E
	5 Wire	2.25	2.80	3.35		E
	100 Amp 2 Wire (#4 AWG 100 Amp Circuit)	2.00	2.50	3.00		E
	3 Wire	2.25	2.80	3.35		E
	4 Wire	2.50	3.10	3.75		E
	5 Wire	2.75	3.40	4.10		E
	200 Amp 2 Wire (#1 AWG 125 Amp Circuit)	2.50	3.10	3.75		E
	3 Wire	2.75	3.40	4.10		E
	4 Wire	3.00	3.75	4.50		E
	5 Wire	3.25	4.10	4.90		E
	(Continued on the next page)					



Pass and Seymour
20A 125V Construction Spec-Grade Tamper-Resistant Duplex Receptacle, Back and Side Wire, White
 Part No. TR5382W

Tamper-Resistant Hard Use Spec Grade Receptacle, Back and Side Wire, 20A, 125V



Features & Benefits

- Dual mechanical shutter system to help prevent insertion of foreign objects. Exclusive patented feature, circuit label on face allows permanent circuit identification.
- Easily accessed break-off line-contact connecting tab for fast and easy split-circuit wiring. Backed-out tri-drive brass terminal screws for faster installation circuit wiring.
- Internal screw-pressure-plate back and side wire capability. Two back wire holes for additional wiring flexibility.
- .032 inch thick brass triple-wipe power contacts. Two drive screws anchor steel strap to back body and face where abrupt removal torque is greatest.
- For covering patents, see www.legrand.us/patents. Temperature Rise: Maximum 30°C temperature rise at full-rated current after 50 cycles of overload at 150% of rated current with direct current. Operating Temperature: Maximum continuous +60°C, minimum -40°C without impact.

Specifications

General Info

Product Line	Pass & Seymour	Color	White
Finish	Matte	UPC Number	785007243819
Country Of Origin	Mexico	Number of Receptacles	2
Outlet Type	Tamper-Resistant, Indoor Commercial	Application Section	Commercial
Standard	UL498, CSA C22 2 No. 42	Warranty Type	1-Year Limited Warranty
Type	Outlet		

Listing Agencies / 3rd Party Agencies

cULus Listing Number 140596

cULus Listed

Yes

Technical Information

Dielectric Strength Withstands 2000V minimum

Is Tamper-Resistant

Yes

Temperature Rating -40° - 60° C

Amperage

20 A

Number of Poles Double Pole

Wire Size

14 - 10 AWG

Indoor/Outdoor Indoor

Voltage

125.0V



radiant® Collection
radiant® Tamper-Resistant 20A Duplex Self-Test GFCI Receptacle with SafeLock® Protection, White
Part No. 2097TRW



GFCI receptacles from the radiant® Collection self-test automatically every three seconds to ensure reliable protection from shock due to ground fault occurrences. Meeting National Electrical Code requirements for ground fault protection, GFCI receptacles make it easier to recognize and fix trips right where they happen – no more confusion at the breaker box. 20A outlets are ideal for use with larger appliances and in commercial settings, as well as to meet regional requirements (Chicago, Canada). GFCI protection is required by code in bathrooms, kitchens, garages, basements, outdoor areas, and for any other outlets found within six feet of a sink or water source. GFCI outlets should always be used when replacing existing GFCI outlets during renovation. Made exclusively for use with screwless Wall Plates from the radiant® Collection, sold separately. Spec-Grade devices are engineered to meet federal specifications for use in commercial installations.

Features & Benefits

- Protects against shock caused by ground-fault occurrences. Unlike breaker alternatives, GFCI receptacles make it easier to fix trips with a reset button right on the device.
- Equipped with proven SafeLock protection feature: if critical components are damaged and protection is lost, power to the outlet is disconnected.
- Protects children with a patented tamper-resistant shutter system that prevents improper insertion of foreign objects, complete with "invisi-shutters" for an invisible effect.
- Features durable, high-impact resistant thermoplastic construction.
- Complete the look with a sleek, screwless radiant® Wall Plate, and coordinate with other designer switches and outlets available from the radiant® Collection.
- Conducts an industry-leading automatic self-test every 3 seconds. If the device ever fails, the indicator light flashes to signal it should be replaced.
- Extends GFCI protection to "downstream" outlets when used with feed-thru wiring configuration. Note: Will cut power to face and downstream outlets if wired incorrectly.
- Replaces any standard receptacle with ease, in as little as 10 minutes.
- More color options available to fit any style, including finishes to match current hardware and lighting trends.
- 10kA short circuit rating

20 Amp feed-thru capacity

Specifications

General Info

Product Line	Pass & Seymour	Color	White
Finish	Matte	UPC Number	785007035872
Country Of Origin	China	Number of Receptacles	2
Outlet Type	GFCI, Self-Test, Tamper-Resistant	Application Sector	Commercial, Residential

Warranty Type	1-Year Limited Warranty	Type	Outlet
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Dimensions

Product Width US	1.73 in	Product Depth US	1.13 in
Product Height US	4.2 in		

Listing Agencies / 3rd Party Agencies

cULus Listed	Yes
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Additional Information

Product Environmental Profile	Yes
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Technical Information

Number of Gangs	1	Amperage	20 A
Number of Poles	Double Pole	Indoor/Outdoor	Indoor
Mounting Type	Box	Environmental Conditions	95% Humidity, UL 94 V2

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)**CONTRACT INFORMATION:**

Contract For: General Construction
Date: 1-27-22

ARCHITECT: (name and address)

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

CHANGE ORDER INFORMATION:

Change Order Number: 004
Date: April 15, 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.)

Pro-Prep Concrete

1/14/25

Scrape and shotblast gym floor to bring floor back to bare clean concrete \$14,000.00.

4/14/25

1. Install Uzin PE 460 Moisture vapor retarder throughout gym floor followed by 280 primer and bonding agent 6,360 sq/ft.
 2. Apply UZIN NC 147 over the entire gym floor to level the surface to the required height for the new gym floor installation.
- New flooring thickness is 2 1/8 inches thick measurement provided by Dean 6360 sq/ft \$92,500.00

Total \$106,500.00

The original Contract Sum was

\$ 3,731,124.00

Net change by previously authorized Change Orders

\$ 214,570.23

The Contract Sum prior to this Change Order was

\$ 3,945,694.23

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

\$ 106,500.00

The new Contract Sum including this Change Order will be

\$ 4,052,194.23

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.

N/A

ARCHITECT (Firm name)

Richard Y. Johnson & Son, Inc.

CONSTRUCTION MANAGER (Firm name)

SIGNATURE

PRINTED NAME AND TITLE

DATE:

N/A

CONTRACTOR (Firm name)

SIGNATURE

PRINTED NAME AND TITLE

DATE:

SIGNATURE

Dean Johnson, CEO/CEO

PRINTED NAME AND TITLE

DATE:

Milford School District

OWNER (Firm name)

SIGNATURE

Sara Hale, COO

PRINTED NAME AND TITLE

DATE:

ESTIMATE

Pro-Prep Concrete Services, LLC

3190 Foulk Rd.
Garnet Valley, Pa. 19060
Phone (609) 685-8752
proprep@verizon.net



Name/Address

Richard Y Johnson & Son
18404 Johnson Rd
Lincoln, DE 19960

Attention: Dean

Date

1/14/25

Project Name

Milford Middle School 612 Lakeview Ave, Milford DE

Item	Description	Quantity	Cost	Total
1.	Scrape and shotblast gym floor to bring floor back to bare clean concrete.	6,360sq/ft		\$14,000
Total				= \$ 14,000

ESTIMATE

Richard Y Johnson & Son

Page 2. Milford Middle School- 1/14/25

CLARIFICATIONS TO QUOTE

- Pro Prep will require a 240 Volt, 3 Phase, 60 Amp power source to hook into.
- Pro Prep will need all obstructions removed from space before work can start.
- Pro Prep will need dumpsters to place debris into.
- Pro Prep will be running propane equipment.
- Pro Prep will need access into work area with equipment.
- Pro Prep is not responsible for damaged concrete under the existing membrane.
- If Pro Prep is required to provide power for this job, an additional \$1,500 will be applied to the total project cost.
- Pro Prep's payment terms are Net 30 days from the time of invoice. No retentions to be held on any Pro Prep Invoices.

PRINT

SIGN

DATE

ESTIMATE

Pro-Prep Concrete Services, LLC

3190 Foulk Rd.
Garnet Valley, Pa. 19060
Phone (302) 419-5800
Steve@proprepconcrete.com



Name/Address
Richard Y Johnson & Son 18404 Johnson Rd Lincoln, DE 19960 Attention: Dean

Date	Project Name
4/14/25	Milford Middle School 612 Lakeview Ave, Milford DE

Item	Description	Quantity	Cost	Total
1.	Install UZIN PE 460 Moisture vapor retarder throughout gym floor followed by 280 primer and bonding agent.	6,360 sq/ft		
2.	Apply UZIN NC 147 over the entire gym floor to level the surface to the required height for the new gym floor installation. New flooring thickness is 2 1/8 inches thick measurement provided by Dean.	6360 sq/ft		
		Total	= \$ 92,500	

ESTIMATE

Richard Y Johnson & Son

Page 2. Milford Middle School- 4/14/25

CLARIFICATIONS TO ESTIMATE

- Pro Prep will require a designated ¾" water source capable of providing a minimum of 15 gallons per minute, interrupted by other trades. Additionally, adequate working lights and a minimum slab temperature of 50°F (as per manufacture specifications) must be maintained. Any delays or issues caused by job site conditions may result in additional charges.
- Pro Prep will need all obstructions removed from space before work can start.
- Pro Prep requires no other trades in space while floor is being installed.
- Pro Prep will need dumpsters to place debris into.
- Pro Prep has already discussed with Dave that the existing door frames are either higher or lower from the benchmark and will need additional work after the self-leveler is installed.
- Pro Prep will need access closest outside door to the gym to set up our pump.
- Any unforeseen conditions requiring additional work will be communicated and approved before proceeding.
- This price is based on one mobilization.
- Surface prep was not added into this estimate.
- Pro Prep's payment terms are Net 30 days from the time of invoice. No retentions to be held on any Pro Prep Invoices.

PRINT

SIGN

DATE

Carolyn Anderson

From: Carolyn Anderson
Sent: Tuesday, April 15, 2025 4:32 PM
To: 'shale@msd.k12.de.us'
Cc: 'Guyer, Dawn'; Dean Johnson
Subject: Milford Middle School/Ryj CO 004
Attachments: MMR RYJ CO 004-04152025165722.pdf

Tracking:

Recipient

'shale@msd.k12.de.us'

'Guyer, Dawn'

Dean Johnson

Delivery

Delivered: 4/15/2025 4:32 PM

Good afternoon Sara,

You will find attached Richard Y. Johnson & Son, Inc.'s Change Order 004 for approval and signature. Please email a signed copy to me once it becomes available.

Enjoy the rest of your day

Carolyn Anderson

Administrative Assistant

Richard Y. Johnson & Son, Inc.

canderson@ryjson.com

302-422-3732

Carolyn Anderson

From: postmaster@k12de.onmicrosoft.com
To: Guyer, Dawn
Sent: Tuesday, April 15, 2025 4:33 PM
Subject: Delivered: [External] Milford Middle School/RYJ CO 004

Your message has been delivered to the following recipients:

Guyer, Dawn (DGuyer@msd.k12.de.us)

Subject: [External] Milford Middle School/RYJ CO 004

MILFORD SCHOOL DISTRICT
Milford, Delaware 19963

POLICY

4302 (c)

LOCAL SALARY SUPPLEMENT: TECHNOLOGY SPECIALISTS

EXPER	Education Technology Specialist	Systems Operations Specialist
0	17,064	23,037
1	17,178	23,190
2	17,294	23,346
3	17,410	23,503
4	17,528	23,663
5	17,641	23,815
6	17,758	23,973
7	17,875	24,131
8	17,989	24,286
9	18,106	24,443
10	18,221	24,598
11	18,338	24,756
12	18,460	24,921
13	18,573	25,074
14	18,687	25,228
15	18,807	25,390
16	18,807	25,390
17	18,807	25,390
18	18,807	25,390
19	18,807	25,390
20	19,001	25,651
21	19,001	25,651
22	19,001	25,651
23	19,001	25,651
24	19,001	25,651
25	19,299	26,054

Salary supplement for additional network training:

Tech Spec – A+	2000
Tech Spec – CNA Security+	2000
Tech Spec – Network+	2000
Bachelor's Degree	2000

Other certifications may be substituted with the written approval of the superintendent.

ADOPTED: 7/1/00; 11/24/03; 5/24/04; 5/23/05; 5/21/07; 6/30/08

REVISED: 3/22/10; 6/20/11; 9/24/12; 07/08/13, 10/19/15, 7/1/16, 7/1/18; 10/18/21; 3/21/22;
7/1/23; 7/1/24; 7/1/25