

**MILFORD SCHOOL DISTRICT  
BOARD OF EDUCATION REGULAR  
BOARD MEETING  
July 7, 2025**

<b>Board Members in Attendance</b>	
Mr. Scott Fitzgerald	Ms. Yanelle Powell
Mr. Matt Bucher	Mrs. Ashlee Connell
Mr. Butch Elzey	Mr. Travis Moorman, Executive Secretary

The Regular Meeting of the Milford Board of Education was called to order by President Scott Fitzgerald at 6:04 PM on Monday evening, July 7, 2025, at the Milford High School Auditorium.

**PLEDGE OF ALLEGIANCE**

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

**CHANGES TO AGENDA**

No changes were made to the agenda.

**NEW MEMBER SWEARING IN**

Mr. Travis Moorman confirmed there was an issuance certificate of election for a newly elected board member. Ms. Yanelle Powell was sworn in as a new board member to the Milford School District Board of Education. Ms. Powell will serve in the capacity of Member At Large. Ms. Powell took the Oath of Office with her mother present and Mr. Matt Bucher, Vice President Presiding.

Mr. Travis Moorman was temporarily appointed as Chairperson of the Milford School Board.

**MOTION MADE BY Mr. Matt Bucher/ SECONDED BY Mr. Scott Fitzgerald** to adjourn the 2024-2025 Milford School Board Sine Die **Motion passed unanimously.**

Mr. Travis Moorman, Executive Secretary, called the 2025-2026 Milford School Board to order. Roll Call was completed. Five board members were present.

Nominations were requested for the office of Milford School Board President. Mr. Scott Fitzgerald was nominated. No other nominations were brought forth **MOTION MADE BY Mr. Matt Bucher/ SECONDED BY Mrs. Ashlee Connell.** that the nominations for President be closed. **Motion passed unanimously.** With only one nominee, there was a verbal vote in unison with no opposed. Results rendered 5-0, Mr. Scott Fitzgerald was voted in unanimously as the 2025-2026 Milford School Board President.

Nominations were requested for the office of Milford School Board Vice President. Mr. Matt Bucher was nominated. No other nominations were brought forth **MOTION MADE BY Mrs. Ashlee Connell / SECONDED BY Mr. Butch Elzey.** that the nominations for Vice President be closed. **Motion passed unanimously.** With only one nominee, there was a verbal vote in unison with no opposed. Results rendered 5-0, Mr. Matt Bucher was voted into the office unanimously as the 2025-2026 Milford School Board Vice President.

Travis Moorman, Superintendent, was designated as Executive Secretary of the Milford School Board for the 2025-2026 school year.

### **APPROVAL OF MINUTES**

**MOTION MADE BY Mr. Matt Bucher / SECONDED BY Mrs. Ashlee Connell** to approve the Regular Meeting Minutes for June 16, 2025, **Motion passed unanimously.**

### **ADJOURNMENT TO EXECUTIVE SESSION**

**MOTION MADE BY Mrs. Ashlee Connell / SECONDED BY Ms. Yanelle Powell** to adjourn into Executive Session at 6:04 PM. **Motion passed unanimously.**

### **RETURN TO OPEN SESSION**

**MOTION MADE BY Mrs. Ashlee Connell / SECONDED BY Mr. Butch Elzey** to adjourn Executive Session and return to Open Session at 7:15 PM. **Motion passed unanimously.**

### **PUBLIC COMMENT**

No Public Comments were made.

### **SUPERINTENDENT'S REPORT**

Mr. Travis Moorman reported that he was excited and grateful for the opportunity to serve as Milford School District's Superintendent. He stated that it was the most honorable position he has ever held. Mr. Moorman ensured everyone that the leadership transition would be as smooth as possible. Summer School is currently taking place. Mr. Moorman thanked the staff who facilitates the summer school programs. He stated, "student learning takes place all year long." Work continues to progress with the opening of the new Middle School. Mr. Moorman thanked the custodial and maintenance staff for getting the schools ready for the return of students and staff in the Fall. The District Office has started its new summer hours of being open Monday through Thursday and closed on Friday. He thanked Mr. Buford, the High School principal for hosting the board meeting. Mr. Travis Moorman reported that Federal Government Funding has been delayed but is not cut. The district will work closely with the Department of Education to implement a strategic plan, in the off-chance funding is cut.

### **ACADEMIC EXCELLENCE:**

Dr. Jennifer Hallman presented a Field Trip for Approval. The Field Trip is for the high school band and choir students to go to Chicago. Mr. Fitzgerald ask what was the form of transportation? Mr. Buford stood at the podium and stated they will take a coach bus from Milford, DE to the airport and then fly to Chicago with transportation arranged once they arrive. Mr. Buford stated the students will be lodged in the suburbs of Chicago and not in the inner city. Mr. Fitzgerald ask if the cost of the trip was covered by the PTO/Boosters?

Mr. Buford explained that the district is not expending any cost. The students will be required to pay a small fee with the PTO covering the balance. Mr. Matt Bucher ask the names of the staff who will be attending the Chicago trip with the students? Mr. Buford replied, Julie Keifer, Brandon Mask, and Mr. Noal Link. Mr. Buford said he would find out the names of the other two staff members. The parents will also be attending the Chicago trip.

*\*\*Mr. Butch Elzey gave a verbal note of appreciation for the work Dr. Jennifer Hallman did with the Johnson Family and their student. The student has special needs.*

**MOTION MADE BY Mr. Matt Bucher / SECONDED BY Mrs. Ashlee Connell** to approve the student Field Trip to Chicago. **Motion passed unanimously.**

Dr. Jessica Weller presented to the school discipline and improvement plans to the board for Milford Central Academy and the Milford High School as required by the Delaware of Education through regulation. 793 of Title 14. It was decided that the school discipline plan be brought before the board to be voted on at the July 21, 2025, board meeting. **MOTION MADE BY Mr. Matt Bucher / SECONDED BY Mrs. Ashlee Connell** to table the school discipline and improvement plan until the July 21, 2025, board meeting. **Motion passed unanimously.**

**BUILDING OUR FUTURE: Mr. Scott Kessel**

Mr. Schott Kessel presented the tax warrants for Kent and Sussex County.

**MOTION MADE BY Ms. Yanelle Powell / SECONDED BY Mr. Butch Elzey** to approve the Kent and Sussex County Tax Warrants **Motion passed unanimously.**

**Construction Change Orders: Mr. Scott Kessel**

**MOTION MADE BY Mrs. Ashlee Connell / SECONDED BY Ms. Yanelle Powell** to accept all Change Orders as presented. **Motion passed unanimously.**

**EMPOWERING AND INVESTING IN OUR PEOPLE: Mrs. Laura Bond**

Personnel report was presented by Mrs. Laura Bond requesting that the report be accepted as presented in the executive session. Mrs. Laura Bond stated that there were no additions or changes.

**MOTION MADE BY Mr. Matt Bucher / SECONDED BY Mrs. Ashlee Connell** to accept the Personnel Report as presented by Mrs. Laura Bond in Executive Session, **Motion passed unanimously.**

**BOARD DISCUSSION**

**A. DSBA UPDATES**

Mr. Matt Bucher stated he did not have an update due to legislative session being closed. In keeping with tradition Mr. Bucher ask for unanimous consent to continue with the volunteer process. Mr. Bucher also stated that Mr. Adam Brownstein was the DSBA Executive Committee Representative and now that Dr. Brownstein has resigned, there will need to be a new executive committee representative. Mr. Matt Bucher stated he will be glad to return to his position of representative of DSBA and he will show the new volunteer “the ropes.” Yanelle Powell volunteered to fill the seat of Milford School District Representative for Executive Committee Mr. Matt Bucher moved that the agenda items 1, 2, 3, 4, regarding DSBA volunteers be approved in mass. **MOTION MADE BY Mr. Matt Bucher that agenda items 1,2,3,4, be voted on in mass / SECONDED BY. Motion passed unanimously.** Mr. Bucher / Mrs. Ashlee Connell. Mr. Scott Fitzgerald is the Executive Committee Alternate Representative. Mrs. Ashlee Connell is the alternate for the Legislative Committee.

**B. Recommended Revised Board Policies for Action**

Mr. Scott Kessel presented Board Policies: 4303A, 4303B, and 4339 regarding salary for maintenance and chief custodian, and paid leave for child adoptions **MOTION MADE BY Mr. Matt Bucher / SECONDED BY Mrs. Ashlee Connell** to make all three items presented action items. **passed unanimously.**

**MOTION MADE BY Mr. Matt Bucher / SECONDED BY Mrs. Ashlee Connell** to approve Board Policies: 4303A, 4303B, and 4339 **passed unanimously.**

Policy 5406 was presented by Dr. Jessica Weller as a First Read due to revisions to the State and Federal Guns Free Schools Act regarding reporting requirements for Delaware public schools about firearms. Per state and federal regulation, a student with a firearm must be expelled for no less than 180 school days. Mr. Bucher suggested an edit on page one to change the wording from “supports” to “complies with”. The Policy 5406 presented as a first read will be brought back to the board on July 21, 2025.

**ADJOURNMENT**

**MOTION MADE BY Ms. Powell / SECONDED BY Mrs. Ashlee Connell** that the Regular Meeting of the Milford Board of Education held on Monday June 16, 2025, adjourn @ 9:20 PM

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Donna E. Robinson, Executive Recording Secretary

# **BOARD AGENDA #1**

June 16, 2025

## **PERSONNEL REPORT** – *Action Item*

### **RECOMMEND FOR ADMINISTRATIVE TRANSFER\***

KILGORE, Bobbie

District – From Supervisor of Instruction to Director of Student Learning Effective: July 1, 2025

### **RECOMMEND FOR EMPLOYMENT – PERMANENT CONTRACT\***

GRACE, Helena

Morris – Music Teacher

Effective: August 18, 2025

FULLERTON, Molly

Middle – Music Teacher

Effective: August 18, 2025

BUTTERFIELD, Lauren

Ross – Elementary Teacher

Effective: August 18, 2025

DUPICHE, Juliann

Ross- Elementary Teacher

Effective: August 18, 2025

MCEVOY, Samantha

High - English Language Arts

Effective: August 18, 2025

CAVERLY, Ashley

High/Central - Special Education Teacher - ABA Secondary Program

Effective: August 18, 2025

BROOME, Justin

High/Central - Special Education Teacher - ILC Secondary Program

Effective: August 18, 2025

TAYLOR, Rebekah

High - Health and Physical Education Teacher

Effective: August 18, 2025

PERRY, Austun

High - Special Education Teacher

Effective: August 18, 2025

### **RECOMMEND FOR EMPLOYMENT\***

RICHARDSON, Gabriel

District - Technology Summer Intern

Effective: TBD

REED, Braedon  
District - Technology Summer Intern  
Effective: TBD

TRANSFER

ROBERTS, Justice  
From Central Science Teacher to High Science Teacher  
Effective: August 18, 2025

BAKER, David  
From Child Nutrition Assistant Cafeteria Manager (10 month) to District Child Nutrition Operations Manager (12 month)  
Effective: July 1, 2025

WARD, Brandy  
From Central Special Education Teacher to High/Central Special Education Teacher - ABA Secondary Program  
Effective: August 18, 2025

JULIUS, Michael  
From High Special Education Teacher to High/Central Special Education Teacher - ILC Secondary Program  
Effective: August 18, 2025

WEILER, Amy  
From Mispillion Library Media Specialist to District Library Media Specialist  
Effective: August 18, 2025

RESIGNATION

WHITE, Leona  
Central – Girls Basketball Head Coach  
Effective: June 3, 2025

LYNCH, Kate  
High – Career and College Counselor  
Effective: July 3, 2025  
Service to MSD: 14 years

COOK, Andrea  
High – Math Teacher  
Effective: July 31, 2025  
Service to MSD: 2 years

SANTOS, Angela  
High - Full-Time Educational Support Paraprofessional  
Effective: June 30, 2025  
Service to MSD: 1 year

ATEN, Olivia  
Central - Agriscience Teacher  
Effective: August 8, 2025  
Service to MSD: 6 years

JONES, Ashlee  
Mispillion - Special Education Teacher  
Effective: June 30, 2025  
Service to MSD: 1 year

SMITH, Amaya  
Ross - Part-Time Educational Support Paraprofessional  
Effective: June 30, 2025  
Service to MSD: 2 years

WALLS, Caitlyn  
Banneker - Full-Time Educational Support Paraprofessional  
Effective: July 11, 2025  
Service to MSD: 2 years

SMITH, Sharone  
Morris - Full-Time Educational Support Paraprofessional  
Effective: June 30, 2025  
Service to MSD: 6 years

RECOMMEND FOR EMPLOYMENT – SUMMER PROGRAMMING\*

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

TEACHERS

SMITH, Paige

PARAPROFESSIONALS

NURSES

NASH, Ann-Marie  
BOYD, Jane (NE)  
CARABALLO, Kelly (NE)  
WHITE, Yvonne

RECOMMEND FOR EMPLOYMENT COMPREHENSIVE INDUCTION COACHES

Induction Coordinator	BROOKS, Montessa
Lead Coach, High School	REED, Jessica
Lead Coach, Central	METZ, Trevor
Lead Coach, Middle	LOCKWOOD, Ashley
Lead Coach, Mispillion	ZEVENEY, Toni
Lead Coach, Ross	DUFFY, Tenesha
Lead Coach, Banneker	HUDSON, Vicki
Lead Coach, Morris	ALLEN, Erika
Coach, High School	STUMP, Trina
Coach, Middle	WORLEY, Darren
Coach, Middle	SHARP, Kelly
Coach, Mispillion	HENRY, Jamie
Coach, Ross	LEE, Courtney
Coach, Banneker	LEYANNA, Candice
Coach, Banneker	TABORDA, April
Coach, Morris	LAYTON, Janelle

RECOMMEND FOR HIRE LIMITED CONTRACTS 2025-2026\*

Milford School District  
 Regular Meeting.  
 July 7, 2025

Morris	School Leadership Team, Pre-K	KRAJEWSKI, Amber
Morris	School Leadership Team, Grade K	SIMON, Sarah
Morris	School Leadership Team, Grade 1	STEIGERWALT, Alexandra

Morris	School Leadership Team, Literacy	LAYTON, Janelle
Morris	School Leadership Team, Spec Ed	CREAMER, Teri
Morris	School Leadership Team, Related Arts	TKACH, Christine
Morris	School Leadership Team, At-Large	BEISAW, Ashleigh
Morris	School Leadership Team, At-Large	ALLEN, Erika
Middle	School Leadership Team, Grade 5	LOCKWOOD, Ashley
Middle	School Leadership Team, Grade 5	CRAIG-EVANS, Heather
Middle	School Leadership Team, Grade 6	CONAWAY, Jenna
Middle	School Leadership Team, Grade 6	DAVIS, Trisha
Middle	School Leadership Team, Literacy	VECCHIOLLI, Stephany
Middle	School Leadership Team, Spec Ed	FRENCH, Lauren
Middle	School Leadership Team, Related Arts	JOHNS, Marcy
Middle	School Leadership Team, At-Large	HOLLEGER, Carrie
Mispillion	School Leadership Team, Grade 2	REYNA, Yaritza
Mispillion	School Leadership Team, Grade 3	SCHOEPP, Catherine
Mispillion	School Leadership Team, Grade 4	SANCHEZ, Itzel
Mispillion	School Leadership Team, Literacy	BUCKSON, Krisanne
Mispillion	School Leadership Team, Spec Ed	BLIZZARD, Kristine
Mispillion	School Leadership Team, Related Arts	CAMPBELL, Vicki
Mispillion	School Leadership Team, At-Large	DILL, Diana
Mispillion	School Leadership Team, At-Large	WHITE, Alyssa

\*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.