

**MILFORD SCHOOL BOARD**  
**Milford High School – Lecture Hall, Room #182**  
**(Zoom Access)**  
**September 8, 2026**  
**7:00 p.m.**

**6:15 p.m. – Open Public Meeting to Announce Non-Public Session (MHS Room #182)**

**6:20 p.m. – Non-Public Session per RSA 91-A:3, II (c) & (k)**

**1. CALL TO ORDER**

**Board Members Present:**

Ms. Karin Cevalco, Chair  
Ms. Amy Clark Canty, Vice-Chair  
Mr. Ryan Freed, Secretary  
Ms. Tara Davoli, Board Member  
Mr. John Clary, Board Member

**Also Present:**

Ms. Christi Michaud, Superintendent of Schools  
Ms. Jan Radowicz, Executive Director of Teaching & Learning and Federal Projects  
Mr. Benjamin Kilar, Business Administrator

**MOTION:** Mr. Freed made a motion to seal the minutes of the September 8, 2026, non-public meeting pursuant to RSA 91-A:3 II (c), matters which, if discussed in public, would likely adversely affect the reputation of any person, other than a member of the School Board, for a period of five years. Ms. Clark Canty seconded the motion.

**MOTION CARRIED: 5 – 0 – 0.**

Ms. Cevalco read aloud the Milford School District's vision statement as follows:

The Milford School District will be an inspiring community where deep learning, and strong relationships empower all students to become designers of their own story.

The primary goal of the Milford School Board is to provide a free and appropriate public education to Milford students and to realize the district's mission statement.

The primary purpose of this meeting is to conduct the business of the Milford School Board. We publish our agenda in advance of our meeting, including all exhibits, to give the public notice and ensure you know what to expect this evening.

**2. PUBLIC COMMENT**

**MOTION:** Seeing there was no public comment, Ms. Cevalco made a motion to close the public comment portion of the meeting. Ms. Clark Canty seconded the motion.

**MOTION CARRIED: 5 – 0 – 0.**

52 **(\*Exhibits attached to meeting agenda)**

53  
54 **3. CONSENT AGENDA**

- 55 a. \*Approval of Minutes: August 17, 2026  
56 b. \*Professional Nominations & Hiring Report Approved by the Superintendent  
57

58 **MOTION:** Mr. Freed made a motion to approve the Consent Agenda, as presented. Ms. Clark  
59 Canty seconded the motion.  
60

61 **MOTION CARRIED: 5 – 0 – 0.**

62  
63 **4. BOARD MEMBER REPORTS (\*Exhibit attached to meeting agenda)**

- 64  
65 a. Student School Board Representative  
66

67 Ms. Shrey Mattapalli, was the new Student School Board Representative but was not present  
68 at this meeting.  
69

- 70 c. \*2026 – 2027 School Board Goals  
71

72 **BUDGET**

- 73  
74 • Develop a fiscally responsible budget for FY 2028 that provides a free and appropriate  
75 public education to Milford students while minimizing the tax impact and representing at  
76 most a 3.4% increase over the FY27 budget.  
77

78 **TEACHING AND LEARNING**

- 79  
80 • Support the district's instructional vision by ensuring that Board policies, resource  
81 allocation, and strategic decisions advance high-quality teaching and learning to  
82 improve student learning outcomes.  
83

84 **COLLECTIVE BARGAINING AGREEMENT**

- 85  
86 • Successfully negotiate a new contract with the Milford Education Support Staff  
87 Association (MESSA) to begin July 1, 2027, that will attract and retain high-quality staff,  
88 while also presenting a reasonable budget impact.  
89

90 **MASON TUITION AGREEMENT**

- 91  
92 • Successfully negotiate a new tuition agreement with the Mason School District (SAU89)  
93 for students in grades 6-12, with the goal of having predictability for the number of  
94 students who will be enrolled in the Milford School District and setting tuition rates  
95 reflective of actual costs per pupil over the term of the contract.  
96

97 **SCHOOL SAFETY**

- 98  
99 • Prepare a warrant article for the March 2027 ballot to request the addition of a second  
100 School Resource Officer (SRO) to serve the Milford School District (MSD).

101 **CAPITAL IMPROVEMENT PLAN (CIP)**

- 102
- 103 • Review and act upon the recommendations from the work of the CIP Committee and put
  - 104 into place a Capital Improvement Plan to be implemented over the course of ten years,
  - 105 prioritizing projects based on safety, facility needs, technology, and impact on student
  - 106 learning.
- 107

108 **ENROLLMENT PROJECTIONS AND FACILITIES PLAN DEVELOPMENT**

- 109
- 110 • Review and act upon the recommendations from the work of the Special Advisory
  - 111 Committee on Enrollment Projections and District Organization and put into place a plan
  - 112 to best utilize district facility resources, including how grade levels are distributed
  - 113 throughout school buildings based on impact to student learning and efficient budgetary
  - 114 impact.
  - 115
  - 116 • Prepare a warrant article for the March 2027 ballot to purchase the Kenmore Stamp
  - 117 property at 119 West Street to house Project Drive and the Milford School District
  - 118 Student Services and Special Education offices and create an education campaign to
  - 119 inform the public why this purchase is fiscally responsible and meets the goal of
  - 120 improving and expanding the Project Drive program.
  - 121
  - 122 • Prepare a warrant article for the March 2027 ballot to receive permission from the Milford
  - 123 voters to sell the Bales property located at 5 Elm Street.
- 124

125 Ms. Cevalasco added that we will hold open houses at each of our schools for families to attend,

126 and we will set up a School Board table. She said the Board would like to speak with families

127 about the district's goals.

128

129 d. Board Member Comment and Committee Reports

130

131 1. HB1300 Information

132

133 Ms. Cevalasco explained that HB1300, an update to RSA 32, was a learning process for the

134 School Board, so as we head toward the November election, they would continue to review it.

135

136 Ms. Cevalasco said Governor Ayotte signed House Bill 1300 into law, and it would take effect in

137 November 2026. She added that it would require every town and ward in a city to include a tax

138 cap question on its general election ballot in November 2026 and November 2028, and that it

139 would require a 36<sup>th</sup> majority vote to pass. She said the new law did not mandate a tax cap, but

140 it would update RSA 32 to mandate that the question go before the voters.

141

142 Ms. Cevalasco said that at the School Board's August meeting, members shared questions about

143 the new law, and they would explore the answers at this meeting.

144

145 Question:

146

147 Is the tax cap effective for 2 years?

148

149

Answer:

Yes, if the question passes with a three-fifths (60%) majority in November 2026, the cap will remain in effect for 2 years. The law then requires asking the question again in November 2028. It is somewhat unclear at this point, but it appears the tax cap would remain in effect indefinitely if it passes in November 2028.

Question:

Could the override go on the March ballot if the tax cap passes in November?

Answer

The legislative body, that is, the voters of Milford, may vote to exceed the tax cap or the SAU fixed cap. Typical annual meeting procedures will govern, except when a proposed appropriation will cause the tax cap to be exceeded. The question on the ballot must pass by 60% of the vote, so it is not an opportunity to remove and eliminate the tax cap, but there is a process to exceed the cap.

Question:

How is the tax cap calculated?

Answer:

The formula is the prior fiscal year property tax levy minus bonded capital costs, times one plus inflation plus net new taxable property growth.

The Department of Revenue (DRA) is responsible for certifying the net new taxable property growth for each taxing jurisdiction annually. In a hearing during the legislative process for HB 1300, the DRA testified that it does not know how to determine net new taxable property growth and suggested that municipalities certify it to the DRA. The legislature moved forward without applying the DRA's suggestion. Certifying the net new taxable property growth is another area of uncertainty in this new law.

Question:

Can the school district send out information?

Answer:

Yes, we can hold a public hearing before the November 3rd election to address both the fiscal year 2028 budget and the public's questions about the November ballot.

Question:

What is a School Administrative Unit, an SAU?

Answer:

Milford is a single-district SAU. Pursuant to RSA 194.1-A, a single-district SAU shall be considered the same as a single school district; however, for the sake of this new law, they are asking to separate out those budgets. The SAU provides superintendent services, adopts budgets, conducts budget voting, and conducts public hearings.

Question:

What is included in the SAU central office budget?

Answer:

Superintendent Services, Assistant Superintendent Services, Business Administration, Human Resources, Finance, Payroll, Purchasing, district-level IT Administration, Legal Services, district-level Curriculum Directors, and district-level Secretaries and Administrative Assistants.

Question:

What is excluded from the SAU central office budget?

Answer:

School-based Administrative Staff, Classroom Instructional Staff, Instructional Support Service Staff, Special Education Services, Transportation, Food Services, Facility Operations, and Maintenance.

Ms. Cevasco stated that on November 3rd, the ballot question would propose a tax cap on the overall school district budget and also cap the SAU budget at 6%. She said the vote on the tax cap and the 6% SAU budget were inseparable.

Question:

Why are Facilities & Maintenance not included in the SAU budget?

Answer

Facilities are not considered to be part of the SAU budget because they were applied to each building.

Ms. Cevasco commented that a group of people filed a lawsuit to try to stop this question from going on the November ballot, based on uncertainties in the law, and that a hearing would be held on Friday, September 11th.

## **5. REPORTS AND PRESENTATIONS/ACTION ITEMS**

### **a. Superintendent's Report**

Superintendent Michaud said she was pleased to share that the Milford School District had a

very positive school opening the prior week. She shared that they also presented many longevity awards to staff who have been in the district for 10, 15, 20, 25, and 30 years.

Superintendent Michaud said that this year, the district's continued focus would be strengthening student achievement, engagement, and post-secondary readiness through high-quality instruction and strong systems to support students. She added that they also began the year with the brand-new Teaching, Learning, and Student Support Handbook, noting that every faculty and support staff member received a copy.

Superintendent Michaud recognized the work done over the summer to prepare our buildings for students and staff, noting that several facility projects were completed, including a roofing project at Heron Pond, paving at Milford High School and the SAU, safety systems, and other maintenance needs throughout the district.

Superintendent Michaud said they had a great deal of important work ahead of them, and she looked forward to keeping the School Board updated on progress.

Ms. Cevasco thanked Superintendent Michaud, our high school principal, Ms. Iacuzio, and Ms. Soucy in the SAU office for organizing our participation in the Milford Labor Day Parade. She also thanked Mr. Kilar for driving the truck, and Mr. Cooper and his crew for blowing up the huge balloon.

b. \*Teaching and Learning Report

Ms. Jan Radowicz, Executive Director of Teaching, Learning, and Federal Programs, addressed the Board and shared her report, as summarized below:

Summer Professional Development Work

- Title II Grant Curriculum Work

39 Teachers, 330+ Hours

- 2-5 Music
- 2-5 Math Enhancement, 6-8 Foundations & Interventions
- 3rd ELA, 4th Writing, 5th Reading/Nonfiction Unit
- 6-8 Innovation Lab, 7-8 Library
- 7th & 8th Grade Science/NGSS
- AP Language, Marine Biology, NH History, QuickBooks
- Executive Functioning, Using SEL to Bridge Achievement Gap, Parent Workshops on Understanding Reading Assessment Scores

Ms. Radowicz stated that the Title II grant funded the first five things on the list, but she would be talking about some of the summer Professional Development work that was done, such as some instructional coaching training, our new staff orientation, mentor training, PLC lead training, and some IXL adaptive scheduling training.

Ms. Radowicz said the Elementary level worked on how SEL was used to help bridge some of our achievement gaps, and they were also working on parent workshops to help them understand their child's reading assessment scores. She said that, in addition to this work not funded by Title II, many teachers completed courses and workshops and, again, did some individual work on their curriculum, instruction, and assessment.

- Instructional Coaching
  - In July, 9 teachers and 14 administrators went through instructional coaching training.
  - Instructional coaching techniques help focus on improving instructional practices.
  - To embed in our mentoring and teacher support processes.
- New Staff Orientation
  - New staff orientation was typically done only with new teachers, but this year, it included all new staff.
  - New staff was introduced to Safe Schools Training.
  - Teachers met the Executive Director of Student Support Services, Santina Thibodeau. She discussed their program; we discussed professional development; we discussed our mentorship program; and we reviewed some basic emergency operations plans.
  - When new staff asked why they chose Milford, they unanimously shared that it was because the whole process from the application to the interview to onboarding was welcoming, supportive, and very friendly; they felt like they were part of a family.
  - Talked about how students can feed off their energy and passion to build excitement for learning.
- Mentor Training
  - 19 Mentors – 9 Buddies and 10 Full Mentors
  - Discussed the importance of welcoming and supporting our new staff.
- PLC Department Lead
  - 23 Teachers and Administrators trained on August 28<sup>th</sup>.
  - Reviewed District Teaching & Learning and PLC goals for 2026 – 2027.
    - To improve student achievement, engagement, and post-secondary readiness by strengthening instructional practices and student support systems through a coherent curriculum, effective lesson design, authentic literacy, and support from MTSS, PLCs, and SSTs.

- IXL & Adaptive Scheduler Training

- 12 teachers and administrators went through the IXL training in August, and they led that training in their buildings on August 26th. IXL will be in two kindergarten classes, and then grades 1 through 10.

c. \*Safe Grant Project: Two-Way Radios

Mr. Bill Cooper, Director of Buildings & Grounds, addressed the Board and said the two-way radios would be for the entire district. He said he would like to purchase 107 two-way radios, including six base stations and four repeaters. He said one would be located at Jacques Memorial Elementary School, one at Milford Middle School, one at Milford High School, and one at Heron Pond Elementary School.

Mr. Cooper said he sent out RFPs, and Beltronics sent a quote for \$109,285.28; Data Radio provided no bid, and Northeast Two-Way also provided no bid. He said Beltronics' bid was \$4,285.28 over the \$105,000 Safety Grant funds for the digital two-way radios. Mr. Cooper suggested using Repair & Maintenance funds to cover the cost. He said the project could be completed by the end of October.

Mr. Cooper stated that Beltronics wanted to use the old base stations configured to transmit with the bus companies, and he said he knew that was a big part of the conversation.

**MOTION:** Ms. Clark Canty made a motion to award the bid to Beltronics in the amount of \$109,285.28, with \$105,000 to come from the SAFE Grant and the remaining \$4,285.28 to come from the Repair & Maintenance fund. Mr. Freed seconded the motion.

**MOTION CARRIED: 5 – 0 – 0.**

**6. OLD BUSINESS/ACTION ITEMS**

There was none.

**7. NEW BUSINESS/ACTION ITEMS**

a. Fund Balance Retention Options

Mr. Benjamin Kilar, Business Administrator, addressed the Board and stated that they were in the process of finalizing the required annual DOE 25' expenditure report, and the town had provided them with their MS9, which was their trust fund report, noting that it was the last outside piece of information that they had been waiting for.

Mr. Kilar explained that the last piece of information would be what the School Board wanted to do with the FY26 fund balance. He said the general fund currently shows a balance of approximately \$2,190,000.

Mr. Kilar reminded the Board that the prior year, they retained \$100,000. He said they had approximately \$500,000 in savings between special ed and related services, as well as approximately \$ 500,000 in savings in transportation, spread mostly across special services,

transportation, and homeless transportation. He said, however, that a student could incur costs if they needed out-of-district placement. Mr. Kilar stated that beyond that, they had approximately \$600,000 in savings across all employee benefits categories.

Mr. Kilar requested that the School Board identify what they would like to do with the FY26 fund balance at the next meeting.

Mr. Kilar explained that there were two options: mix and match, or retain up to 5% of the net assessment for unforeseen or emergency needs, or manage the tax rate. He said this could be up to approximately \$1.926 million, based on information he received from DOE.

Mr. Kilar said the Board could also use the fund balance to offset the 2027 tax rate, which is set in the fall; they could choose a combination of the aforementioned options.

b. \*Use of Facility Rate Sheet

Mr. Kilar stated that the Board had passed an updated facilities policy. He reviewed rental areas, standard rates, and non-profit rates.

Mr. Kilar noted that Milford historically had a rental rate of \$0.00 for most spaces and fields for nonprofits, so approving the rental rates in the current format would be a significant change. He said, however, that there were real costs associated with using the facilities, and some costs were not waived; for example, we have always charged people who wanted to use the field lights, and if they needed to open and close a building on a weekend, there would be a cost.

Mr. Kilar explained that rates, depending on the specific item, increased by 50% to 100%.

Mr. Kilar said he wanted to ensure they could assess funds for items with a direct cost, such as field lights and opening and closing the building.

Ms. Cevalasco suggested that, for something like Junior Spartans, rather than a per-use fee, they establish a seasonal fee so they can use it an unlimited number of times, with a portion of the fee contributing to maintenance.

Mr. Freed said the standard rate sheet could have an asterisk next to nonprofit; for example, could put, in lieu of a fee, you know, a standing MOU or something.

Superintendent Michaud suggested that the Board could consider approving the facility rental so that, for non-Milford-affiliated, standard rates as well as non-Milford-affiliated nonprofit rates, and then we could consider revising it to include a seasonal rate for Milford nonprofits.

**MOTION:** Mr. Freed made a motion to pass the current rate sheet with the revision that the non-profit rate exempting any Milford-affiliated nonprofit organizations using the facilities remains unchanged until the item can be addressed the following year. Mr. Clary seconded the motion.

**MOTION CARRIED: 5 – 0 – 0.**

c. \*Policy Proposals

1. Policy 5005 (JICD) Student Discipline and Due Process (1<sup>st</sup> Reading)

Ms. Cevalasco noted that the policy passed at the last School Board meeting in August; however, the definition of the Pivot Program was unintentionally omitted.

**MOTION:** Ms. Clark Canty made a motion to waive the first reading of policy 5005 (JICD) Student Discipline and Due Process and send it to policy. Mr. Freed seconded the motion.

**MOTION CARRIED: 5 – 0 – 0.**

2. Policy 2317 (EEAEA) School Bus Driver Requirements (1<sup>st</sup> Reading)

**MOTION:** Mr. Freed made a motion to move policy 2317 (EEAEA), as amended, to a second reading. Ms. Clark Canty seconded the motion.

**MOTION CARRIED: 5 – 0 – 0.**

3. Policy 5012 (JLDBA) Behavior Management & Intervention (1<sup>st</sup> Reading)

**MOTION:** Mr. Freed made a motion to move policy 5012 (JLDBA) Behavior Management & Intervention to a second reading. Mr. Clary seconded the motion.

**MOTION CARRIED: 5 – 0 – 0.**

4. Policy 6011 (EBBCA) Use and Location of Automated External Defibrillators (1<sup>st</sup> Reading)

**MOTION:** Ms. Clark Canty made a motion to move policy 6011 (EBBCA) Use and Location of Automated External Defibrillators to a second reading. Mr. Freed seconded the motion.

**MOTION CARRIED: 5 – 0 – 0.**

5. Policy 3551 (JJJ) Access to Public School Programs by Non-Enrolled Resident Students (1<sup>st</sup> Reading)

**MOTION:** Mr. Freed made a motion to move policy 3551 (JJJ) Access to Public School Programs by Non-Enrolled Resident Students to a second reading. Mr. Clary seconded the motion.

**MOTION CARRIED: 5 – 0 – 0.**

**8. PUBLIC COMMENT**

Ms. Lori Alston, 77 Ball Hill Road, addressed the Board and said that a new policy for volunteer drivers for fall sports had recently been announced. She said she was told that anyone who wanted to drive students to sporting events had to become a volunteer and get a background check. She added that if a parent wanted to take their child home from a sporting event in their

own car, they still had to fill out a form to excuse the child from taking the bus.

**MOTION:** Seeing that there was no further public comment, Ms. Cevalasco made a motion to end the public comment period. Mr. Freed seconded the motion.

**MOTION CARRIED: 5 – 0 – 0.**

Ms. Cevalasco reminded everyone that parents and members of the Milford public may contact the School Board via email at any time between meetings with questions or concerns. She said the full Board could be reached at [schoolboard@milfordk12.org](mailto:schoolboard@milfordk12.org).

## **9. ADJOURNMENT**

**MOTION:** At 8:50 p.m., Ms. Clark Canty made a motion to adjourn the meeting. Mr. Freed seconded the motion.

**MOTION CARRIED: 5 – 0 – 0.**

\_\_\_\_\_  
Karin Cevalasco, School Board Chair

\_\_\_\_\_  
Date of Approval

Respectfully Submitted,

Trish Gedziun  
Recording Secretary