

**Memo from the Office of the Superintendent  
Millville Area School District**

**To: Safety Committee/MASD Board of Education**  
**From: Dr. Joseph Rasmus, Superintendent of Schools**  
**Date: Monday, April 20, 2026 Jr./Sr. High School Library**  
**Time: 5:00 – 6:00PM**  
**Topic: MASD Safety Committee Meeting**

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• ***Appointment of School Police Officers (SPO) District Consultant:***

- **On April 14, 2026, Sergeant Scott Traugh was appointed by the Board of Education as a School Police Officer consultant.**
- **The SPO Consultant will provide guidance, planning support, and technical assistance to a school district as it develops and implements its own district-operated police department to ensure that the district-operated program is legally compliant, operationally sound, and aligned with best practices in school safety and law enforcement.**
- **The SPO Consultant will perform his duties from April 2026 through August 2026 to ensure that the district-led police force is prepared for full implementation at the start of the school year.**

• ***MASD SPO Department Establishment List:***

- ***Resolution, state statute and court order creating the agency: SPO Affidavits have been completed, notarized, and have been sent to district solicitor for review and submission to the Court of Common Pleas***
  - ***Oath of Office: Once the courts have processed our petition to have a district led law enforcement agency, the individual officers who have been board approved will deputized via oath of office by Columbia County Judge***
- ***Situate ORI number with PA State Police.***
  - ***An ORI functions like an agency's official identification number in criminal justice systems.***
    - ***Identifies MASD School Police Department as a law enforcement agency***
    - ***Distinguishes our police department from other law enforcement agencies.***
  - ***Access Criminal Justice Databases***
    - ***State criminal history repositories***
    - ***Wanted persons databases***
    - ***Protection order databases***
    - ***Stolen property/vehicle files***
  - ***Submit and Receive Criminal Justice Information***

- *Warrants*
  - *Arrest records*
  - *Protective orders*
  - *Criminal history requests*
  - *Interagency information sharing*
- *Completing required Act 120 Training, MPOETC (Municipal Police Officer Education & Training) Training: Training is situated to begin on Friday, April 24, 2026*
- *Develop budget of the MASD Police Department: The first year budget reflects the acquisition of equipment, vehicle, weapons, protective gear, policy platform, radios, Information Management System*
- *Acquisition of necessary equipment / software (handguns, rifle, ammunition, tasers, body cameras, cruiser – decals, portable radio, RMS, uniforms, badges, patches, duty gear, vest, business cards, gun safe)*
- *Situate MASD School Police Department Policies and Standard Operating Procedures*
  - *“Lexipol”: Gold Standard for Living Policies*
    - *Continuously updated law enforcement policy manuals*
    - *Standard Operating Procedures (SOPs)*
    - *State-specific legal updates*
    - *Daily training bulletins tied to policy changes*
    - *Policy acknowledgment tracking*
    - *Accreditation support*
    - *Risk management support*
    - *Equivalent to PSBA Policy Platform employed by MASD but focused upon law enforcement agencies policies and SOPs.*
- *Police Vehicle: Hemlock Twp approved the sale of the Police Interceptor to the MASD for the agreed upon terms.*
- *Collaborate with administration to situate SOPs for weapon detector implementation for 26-27 SY*

- **MASD School Police Departmental Budget: 2026-27:**

- **Scott Traugh, SPO Consultant will review preliminary MASD School Police Budget.**

- **Topical Items:**

- **Re-post vacancy for SPO in response to resignation.**
- **An additional officer would ensure a more robust pool of officers to ensure continuity and coverage.**