

Dr. Rasmus called the Millville Area School District Co-Curricular Committee Meeting to order at 6:00 pm.

Those present via ZOOM were Joseph Rasmus, Superintendent; Corey Whitmoyer, Board/Committee member; Gena Maize, Board/Committee member; Michael Farrell, Board/Committee member; Alex Cavallini, Board member; Matt Mills, Secondary Principal; Brandi Roberts, community member; Brooke Deihl, community member; Rachel Vastine, community member; and JD Stanley, community member.

Athletic Sponsorship Program

- ❖ The Committee revisited the District's athletic sponsorship program and the previous discussion regarding placement of sponsor banners at District athletic facilities. Some individuals noted that the Board had previously approved sponsorship guidelines and sponsorship levels, but the initiative had not moved forward because there had not been an organized effort to actively solicit sponsors.
 - Dr. Rasmus clarified that the District already has an approved sponsorship structure that establishes sponsorship levels and identifies the recognition provided to sponsors at each level. The structure was developed following a previous situation in which sponsorship checks were received without an established policy governing what recognition a business would receive in exchange for its contribution. The approval process was reviewed by the solicitor and establishes consistent benefits for sponsors rather than allowing individual coaches or programs to negotiate arrangements independently.
- ❖ The Committee confirmed that sponsorship information, guidelines, sponsorship levels, and an application are currently available on the District website.
 - Those present discussed the need to actively market the sponsorship program. They agreed that simply placing information on the District website is unlikely to generate significant sponsorship revenue. Suggestions included developing a digital sponsorship flyer and solicitation letter outlining the available sponsorship levels; making the information permanently available on the District and athletic webpages; providing digital materials to coaches, booster organizations, and other community contacts for distribution; using social media to advertise sponsorship opportunities; personally contacting area businesses and larger regional employers; and establishing a committee consisting of representatives from multiple stakeholder groups to promote the program.
 - The Committee discussed establishing a Sponsorship Committee composed of a mixture of administrators, booster representatives, parents, community members, and individuals with business/community contacts. The purpose of the committee would be to assist with marketing sponsorship opportunities and review requests for use of sponsorship funds.
 - Those present discussed that sponsorship revenue should be maintained in a separate District account designated for sponsorship purposes. Coaches or programs seeking funding for special equipment or projects could submit requests to the Sponsorship Committee. Requests could be reviewed according to established timelines and criteria, with the committee making recommendations regarding

expenditures. This process would provide greater transparency and avoid individual administrators, Board members, or coaches making informal funding arrangements.

- Examples of possible uses discussed included specialized athletic equipment, uniforms, program needs, and potentially assistance for students experiencing financial hardship.
- The Committee also distinguished general sponsorship revenue from donations that are restricted for a specific purpose. For example, funds donated specifically for a particular piece of equipment must be used for that designated purpose, while general sponsorship revenue could provide greater flexibility once the District fulfills the recognition promised to the sponsor.
- ❖ The Committee decided to develop/revise the sponsorship solicitation materials, provide them to administration for review, establish a sponsorship committee, and begin a more active effort to solicit businesses and community organizations.

Junior High Basketball Game Location

- ❖ The Committee discussed a proposal to relocate junior high basketball games to the Elementary School gymnasium.
 - The primary reasons discussed included improved accessibility, safety, parking, and game management. At the Jr./Sr. High School, individuals requiring an accessible entrance may need to enter through an alternate area of the building while game management personnel are located near the gymnasium entrance. Members expressed concern regarding maintaining multiple entrances during athletic events. The Elementary School gym would provide a more centralized and manageable location for junior high contests.
 - The Committee also discussed the potential benefit of consolidating concession operations and reducing the need to move supplies between facilities.
 - Mr. Mills indicated that the change would have minimal impact on varsity and junior varsity scheduling. Based on the preliminary schedule, approximately one junior high contest may require adjustment. He stated that the Athletic Director and coaches consulted to date were generally supportive of the proposal.
- ❖ The Committee expressed support for moving the proposal forward for further consideration.

Concession Stand Exhaust Hood / Cleaning

- ❖ The Committee discussed concerns regarding grease accumulation in the athletic concession stand exhaust system.
 - Dr. Rasmus shared that the district's insurance carrier had previously identified the exhaust area as something they should consider improving. He reported that maintenance had pressure washed the area; however, the existing system appears to consist primarily of a grate without the removable grease filters typically found in commercial kitchen exhaust systems. Grease may travel through the grate, cool in the system, and subsequently drip back down when reheated, creating sanitation concerns.

- The Committee discussed whether installation of a new commercial exhaust hood is immediately necessary or whether a regular cleaning schedule could adequately address the issue.
 - The consensus was to begin with a biweekly inspection/cleaning schedule and evaluate whether that frequency is sufficient. Depending upon the amount of grease accumulation observed, the schedule may eventually be reduced to monthly maintenance.
 - Dr. Rasmus stated that the administration would continue to evaluate whether a larger capital improvement to the exhaust system is necessary.
- ❖ The Committee also discussed use of the concession stand grill during the spring season.
 - Members of the Athletic Association indicated that the grill had previously not been available for junior high soccer, reportedly because of operating costs.
 - Dr. Rasmus agreed to investigate the actual cost and determine why use had previously been restricted.

Stadium Bleachers

- ❖ Mr. Mills reported that the stadium bleachers were inspected on August 12 and pressure washed by District maintenance personnel.
 - Members of the Athletic Association noted that cleanliness of the bleachers had generated concerns in prior years.
 - The Committee requested that administration be notified promptly if additional concerns arise.

Community Service Cleanup Proposal

- ❖ The previously listed community service cleanup proposal was withdrawn from discussion. It was indicated that the work would instead result in a bill.

Booster Organization Budgets / Policy 915

- ❖ Dr. Rasmus reported that the athletic booster organization had submitted its required budget, which was being reviewed for compliance and equitable distribution of funds. At the time of the meeting, the District had not received the Music Booster budget or PTO budget.
- ❖ Dr. Rasmus discussed Board Policy 915 and the requirement for organizations supporting District students/programs to provide financial information to the District. The purpose includes District oversight and ensuring equitable support of male and female athletic programs. He stated that administration will continue following up with organizations that have not submitted the required information.

Athletic Fundraisers and Sports Programs

- ❖ The Athletic Association provided information regarding upcoming fundraising activities, including a chicken barbecue associated with Homecoming and the production of fall and winter sports programs.

- ❖ The sports programs include senior photographs and individual features in addition to team information. The approximate production cost was reported at \$2.50 per program.
 - The Committee discussed charging approximately \$1.00 per program at concession stands to offset production costs. Those present also discussed making the programs available for purchase by faculty, staff, and administrators. The possibility of involving students in future development of the programs was also discussed.

Baseball Batting Cages

- ❖ The Committee discussed the status of the proposed baseball batting cages.
 - Dr. Rasmus clarified that the concrete portion of the project had been completed; however, the cages themselves had not been purchased. Pricing received for the cages was significantly higher than anticipated, with individual cages approaching approximately \$6,000-\$7,000 each. So, the total estimated additional cost for two cages was approximately \$14,000, which had not been included in the approved budget.
 - Dr. Rasmus indicated that the project is currently paused, rather than canceled, while potential funding options are explored.
 - Those present discussed the possibility of sponsorships or donations assisting with the project.
 - Dr. Rasmus reminded that any donation would need to follow the District's established donation procedures.
 - Mr. Stanley indicated a willingness to explore potential outside funding sources.

Service Road – Softball/Field Hockey Area

- ❖ The Committee briefly discussed the proposed service road to the softball and field hockey area.
 - Members recalled that the project and placement of stone had previously been approved and requested follow-up regarding its status.
 - Dr. Rasmus agreed to review the status and follow up.

Band Program Discussion

- ❖ The Committee discussed increasing the visibility of the band by having students participate at athletic events, including soccer and basketball games.
 - Those present noted that the District does not have a football program and therefore does not have the traditional Friday-night marching-band opportunities available in many districts. However, there was general agreement that this should not prevent the band from participating at other District athletic events.
 - The possibility of establishing a pep band was discussed. A pep band could perform a smaller repertoire of music at selected home athletic contests and other school events.

- Members expressed that increased participation at school and community events could strengthen school culture, increase exposure for the music program, and potentially help grow participation in the band.
- Dr. Rasmus noted that the band has previously been invited to participate at athletic events.
- ❖ The Committee requested that the band director be informed that the Board and athletic boosters would like to see the band become more visible and participate in additional school activities.

Band Uniforms

- ❖ The Committee conducted an extensive discussion regarding the request for new band uniforms.
 - Dr. Rasmus reviewed the original request at approximately \$39,000 for 100 new traditional band uniforms. He reported that current participation consists of approximately 41 junior high students in grades 7-8 and 25 senior high students in grades 9-12 for a total of 66 total band students.
 - The Committee questioned the need to purchase 100 traditional uniforms when current participation is 66 students.
 - Dr. Rasmus explained that the existing traditional uniforms were purchased in approximately 2019 and had been placed on a ten-year replacement rotation.
 - Members acknowledged concerns regarding the existing inventory, particularly the availability of appropriate sizes.
 - Dr. Rasmus explained that a significant portion of the existing uniforms are in larger sizes while many current students require smaller or more common sizes.
- ❖ The Committee discussed several alternatives.
 - One option would be to purchase additional traditional uniforms from the previous vendor to supplement the existing inventory. The estimated cost to purchase matching uniforms was approximately \$20,926.60.
 - Another option would be to purchase traditional uniforms only for the senior high students and provide junior high students with an alternative uniform.
 - A third option, which received significant support during the discussion, would be to provide all junior and senior high band members with a consistent polo and/or three-quarter-zip top in District colors, potentially accompanied by a coordinating hat and pants.
 - Members felt this would provide a professional and consistent appearance while being significantly less expensive than purchasing 100 traditional uniforms.
 - Members discussed whether pants should be District-provided or purchased/provided by families. Concerns were expressed that allowing students to provide their own pants could result in inconsistent colors and styles. Conversely, purchasing pants could create recurring costs as students grow.

- ❖ The Committee generally did not support spending approximately \$39,000 for 100 traditional uniforms at this time.
 - Members expressed greater interest in developing a professional alternative uniform for all students and reconsidering a larger investment in traditional marching uniforms if the program continues to grow and expands its participation in school/community events.
 - Some noted that the existing traditional uniforms could remain available for special performances when appropriate.
 - The Committee also discussed reviewing the current ten-year uniform replacement cycle in the future.
- ❖ The Committee discussed obtaining pricing for professional polo shirts and three-quarter-zip tops for all current band members; considering a coordinating hat or other consistent accessory; considering whether pants should be District-provided or family-provided; continuing to utilize the existing traditional uniforms when appropriate; encouraging greater band participation at athletic and community events; and reevaluating the need for a larger investment in traditional marching uniforms as participation and performance opportunities grow.
 - Dr. Rasmus expressed the need to gather actual pricing before making a formal recommendation to the full Board.
 - The Committee agreed that administration should first obtain pricing and allow the full Board to discuss the proposal.
 - Dr. Rasmus and Mr. Mills will research options and obtain preliminary quotes for polos and three-quarter-zips.
- ❖ The Committee asked that the matter be brought to the Board for further discussion with actual pricing information.

Band Instruments

- ❖ The Committee also discussed District-owned band instruments.
 - Members acknowledged that the District has historically provided instruments to students to a greater degree than may occur in some other school districts. Discussion included whether families should be expected to rent or purchase individual instruments in the same manner that families participating in athletics are responsible for certain personal equipment.
 - Dr. Rasmus noted that federal Title IV funding has historically supported elementary music equipment; however, those funds do not necessarily provide the same support for secondary music equipment. He shared that the band director has provided a spreadsheet identifying District instruments and their condition.
- ❖ The Committee agreed that District-owned instruments requiring legitimate maintenance should be appropriately maintained. However, concerns were expressed regarding the condition of some instruments previously presented to the Board and whether those instruments were actually in active use.
 - The Committee did not establish a new instrument policy during the meeting but indicated that the issue warrants additional review, particularly regarding district responsibility for instrument maintenance; replacement of District-owned

- instruments; expectations for families to rent or purchase individual instruments; and appropriate assistance for students who cannot afford an instrument.
- Members emphasized that the current proposal should be viewed as an initial commitment rather than a permanent limitation on the music program.
- ❖ The Committee expressed willingness to reconsider additional investment in the band over the next several years if participation continues to increase and the program becomes more active at District and community events.
 - Those present discussed the importance of creating opportunities for the band to participate in Homecoming, soccer games, basketball games, parades, and other events. They indicated that increased visibility and participation would strengthen the case for future investment in more substantial marching-band uniforms and program resources.
- ❖ The Committee discussed staffing assistance for band performances.
 - Dr. Rasmus clarified that assistance from the elementary music teacher had previously been approved primarily because of student supervision and safety concerns when a large number of band students participate in performances. He added that If the band begins participating in additional events, there may be additional costs associated with providing this assistance.
 - The Committee indicated a willingness to consider additional assistance if the band commits to additional performances.
- ❖ The Committee also discussed greater involvement from Music Booster parents. Members suggested that parent volunteers could assist with supervision, logistics, and walking with students during parades and other events.
 - Dr. Rasmus acknowledged that dependable staffing may still be necessary for safety purposes.
- ❖ The Committee noted that increased booster involvement would also help demonstrate community support for the program.

Athletic Association Bylaws

- ❖ Mr. Mills reported receiving revised bylaws from the athletic association during the meeting. The revised bylaws will be reviewed to determine whether Board action is required.
- ❖ The Committee discussed whether booster organization budgets submitted pursuant to Board Policy 915 should routinely be shared with the Board.
 - Those present indicated that greater access to booster financial information would be useful, particularly when the Board is considering requests for District funding.
 - The Committee discussed the District's responsibility to monitor booster expenditures for compliance with Title IX.
 - Dr. Rasmus clarified that Title IX does not necessarily require identical spending on boys' and girls' programs every year; rather, the District must ensure that opportunities and support remain equitable over time.

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- ❖ The Committee also discussed whether Policy 915 should establish a more standardized format for financial reporting. Current policy language may permit organizations to submit information in different formats, making comparisons difficult.
 - Dr. Rasmus indicated that submitted booster budgets can be shared with Board members and that the District will continue following up with organizations that have not provided required reports.
- ❖ The Music Booster financial report remained outstanding and was identified as particularly relevant to the ongoing discussion regarding band uniforms and other music-program expenditures.

ADJOURNMENT

The Committee adjourned the meeting at 7:46 pm.

Chelsea Rosenberger
Board Recording Secretary