



School Board
Policy Committee Agenda

Wednesday, December 17, 2025 8:30 AM

Location: Town Hall - Jordan Conference Room, 320 Ocean House Rd Cape Elizabeth

Introductions & Committee Norms

- Be respectful
- Share the air
- Aim for consensus
- Aim to conclude at set time (1 hour)
- Reach consensus on policy revision prior to moving the policy to the School Board for readings and approval.

Notice to the public: The purpose of Board Standing Committees is to conduct the work of the School Board. Because there is no public comment at policy committee meetings, questions and comments regarding policies can be directed to policy committee members outside of policy committee meetings. Email addresses for school board members can be found on the [Cape Elizabeth School Department website](#).

Committee Members present:

Others present:

Old Business

[EBCF](#) Use of Automated Defibrillators

Policy EBCF was last reviewed in 2013. The Cape Elizabeth School Board recognizes that medical emergencies may arise on school property that warrant the use of an Automated External Defibrillator (AED). The school department has AEDs for use in emergencies. First reading took place at the December 9th School Board regular business meeting.

[FA](#)

Facilities Development Goals/Priority Objectives

Policy FA was last reviewed in 2013. In an effort to overcome deficiencies in its physical plant, the district needs to make every effort to remodel existing facilities or when necessary work with the

community to build new ones that will offer the best possible physical environment for learning and teaching. The committee will continue its discussion of the policy.

[JICJ](#)

Student Use of Cell Phones and Other Electronic Devices

Policy JICJ was last reviewed in 2021. The School Board has requested that the Policy Committee review the policy in light of recent community interest in the use of cell phones and other electronic devices at school. At the November meeting, Dr. Joseph Greenberg, Principal of Cape Elizabeth High School shared with the committee the feedback he has received from other schools that instituted bell-to-bell cell phone and other electronic devices restrictions, and what other high schools within Cumberland County are currently doing in regards to the cell phone use in schools. Middle school principal, Sarah Rubin, will discuss current middle school best practices at the December meeting.

New Business

Temperature Standards for school facilities

A recent amendment to state statute requires each school district to develop policy to address minimum and maximum air temperature in school buildings. The statute requires policy be developed with guidance from the MDOE. The Committee will hear from David Bagdasarian, Facilities Director, about current practices and guidelines.

- [20-A MRSA §1001, sub-§23](#)
- [Drafted Guidelines](#)

[GCQC](#) Resignation of School Unit Employees (No changes)

Policy GCQC was last reviewed in 2013. No changes to the policy are recommended.

Other Business Upcoming policies for review

[GA](#) Personnel Goals

[GBEBB](#) Staff Conduct With Students

[GBEC](#) Drug Free Workplace

Adjourn Information Adjourn Meeting Time:

Next Meeting: January 21, 2026

Policy Committee Meetings are held on the third Wednesday of each month from 8:30am-9:30am.

January 21, 2026
February 18, 2026
March 18, 2026
April 15, 2026
May 20, 2026
June - TBD

Purpose and Charge of the Policy Committee

[Purpose Document](#)

Policies in need of review/development (dates of last revision)

- [ACAD](#) - Hazing (11/10/20)
- [AD/AD-R](#) - Educational Philosophy (11/13/12) Required
 - [AD MSMA](#)
- [ADC](#) - Smoking & Possession of Tobacco Products/Electronic Smoking Devices (12/11/18)
- [CB](#) - School Superintendent
- [CHD](#) - Administration In the Absence of Policy
- [ECB](#) - Pest Management (2/12/19)
- [GA](#) - Personnel Goals
- [GBEBB](#) - Staff Conduct with Students (8/27/2013)
- [GBEC](#) - Drug Free Workplace (8/27/2013)
- [GCCG](#) - Long Term and Short Term Use of Substitute Professional Staff Employment (8/27/2013)
- [GCCG](#) - Teacher Job Share (8/27/2013)
- [GCQC](#) - Resignation of School Unit Employees (No changes)
- [GDO](#) - Evaluation of Support Staff
 - Dayton GDO
- [IGA](#) - Curriculum Development (9/12/17)
- [IHBG](#) - Home Instruction Program (1/14/14)
- [IHBGA](#) - Homeschooling - Participation in School Programs (1/14/14)
- [IHCDA](#) - Post-Secondary Enrollment Options (1/14/14)
- [IJJ](#) - Selection of Educational Material (1/14/14)
- [IKE](#) - Promotion, Retention, & Acceleration of Students/Progress Through Grades (9/12/17)
- [JEA](#) - Compulsory Student Attendance (1/14/14)
- [JHB](#) - Student Truancy (2014)
- [JIC](#) - System-Wide Student Code of Conduct (11/18/14)

- [JICH](#) - Drug and Alcohol Use (11/18/14)
- [JICK](#) - Bullying and Cyberbullying in Schools (MSMA Sample) (ours 11/10/20)
- [JLDBG](#) - Reintegration of Juveniles from Correctional Facilities (11/17/15)
- [JLF](#) - Child Abuse Reporting, Prevention, and Education (3/10/20)

Members reviewed the purpose and charge of the committee.