

**POLICY COMMITTEE
MEETING
AGENDA**

February 5, 2025 9:00 am

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

Committee Members present:

Others present:

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.

Old Business

- [GCSB - Social Media Use for School Employees](#)

In response to recent court rulings regarding First Amendment rights and social media, legal counsel recommends updating our policy manual to include clear guidelines on the use of social media by staff. This sample policy, developed by Drummond -Woodsum, is intended to provide guidance and protection to the district and its employees as they attempt to communicate effectively with stakeholders (i.e. students, families, community). The policy requires staff to provide language clarifying that opinions shared represent personal views, not those of the school department, when posting on social media. The committee discussed the use of social media platforms as a communication tool and the potential problems that subsequently arise. Final language adjustments to the policy were made to bring greater clarity. Procedure language will remain in the policy at the recommendation of our legal council.

First reading of the policy took place at the January 14th School Board meeting. No comments have been received.

- [JJI](#) - Athletic Philosophy and Beliefs
 - [JJI-R](#) Procedure

Policy JJI was last reviewed in 2007. At the November meeting, the Committee discussed this policy and its purpose at length. Statements of philosophy in the policy manual serve the School Board during decision-making. The policy was changed to address all extra-curricular activities, including athletics. The belief statements have been removed from the policy and will be placed in extra-curricular notification documents. The Committee recommends including JJI-R in the Policy Manual, as it provides clear guidance on the administrative structure and athletic teams organization.

Mr. Thoreck will be present to review changes made to address discussion at the January meeting.

- [EEA](#) - Student Transportation Services

Policy EEA was last reviewed in 2013. Recently, community members from the Brentwood neighborhood have approached the Board requesting it reconsider the walk-to-school zone for Pond Cove students. Monica Cooke, Director of Transportation, and Jay Madden, Transportation Coordinator, provided the committee with information regarding the current walk zone, numbers of Pond Cove students in the walk zone, and the potential impact of changes to the walk zone. Members discussed the safety challenges for students in the Brentwood neighborhood on the south side of Scott Dyer Road. There is no crossing guide and securing a guide has been very difficult. The Committee will continue discussion at

the next meeting and consider potential adjustments to the policy. Ms. Cooke and Mr. Madden will be present to assist the discussion.

- [BEDD](#) - Rules of Order

Policy BEDD was last reviewed in 2013. No changes are recommended. First reading of the policy took place at the January 14th School Board meeting. No comments have been received.

- [JICIA](#) - Weapons, Violence and School Safety (9/10/13)
 - [JICIA MSMA Sample](#)

Policy JICIA was last reviewed in 2013. Recommended changes align language to the statute and provide greater clarity. The Committee discussed expansion of the 500 feet prohibited limit. JICIA will be reviewed again at the next policy committee meeting.

New Business

- [BEDF](#) - Voting Methods and Quorums

Policy BEDF was last reviewed in 2013. Addition of language to address the Board's obligation to open public voting is recommended.

- [KCD](#) - Public Gifts/Donations to the School

Policy KCD was last reviewed in 2016. The Business Manager is recommending an adjustment to the gift value that requires School Board approval for acceptance.

- [KCD-R](#) Accepting Gifts Administrative Procedure

Other Business

Upcoming policies for review

- [IJND](#) - CESD Web Sites/Web Pages
 - [IJND-R](#) DWM District Website and Social Media
 - [IJNDC](#) - MSMA Sample Policy
 - [IJNDC-R](#) MSMA Sample Procedure
- [IJO](#) - School Volunteers

Adjourn Meeting Time:

Next Meeting:

- March 31, 2025
- April 28, 2025
- June 2, 2025

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Purpose and Charge of the Policy Committee

Members reviewed the purpose and charge of the committee.

[Purpose Document](#)

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

- [AC](#) - Nondiscrimination/Equal Opportunity and Affirmative Action
- [ACAA](#) - Harassment of Students
 - [ACAA-R1](#) - Student Discrimination and Harassment Complaint Procedure
 - [ACAA-R2](#) - Student Sex Discrimination/Harassment Complaint Procedure
- [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)
- [BEC](#) - Executive Sessions (9/9/13)
- [BEDG](#) - Minutes (4/9/13)
- [BIA](#) - New Board Member Orientation (4/9/13)
- [BIB](#) - Board Member Development Opportunities (4/9/13)
- [EBCF](#) - Use of Automated Emergency Defibrillator (6/11/13)
 - [MSMA Sample](#)
- [ECB](#) - Pest Management (2/12/19)
- [EEAEAA](#) - Drug and Alcohol Testing of School Bus Drivers (8/28/12)
- [EEAEAA-R](#) - Drug and Alcohol Testing of School Bus Drivers Administrative Procedures
- [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)
- [IJI](#) - Selection of Educational Material (1/14/14)
- [IKE](#) - Promotion, Retention, & Acceleration of Students/Progress Through Grades (9/12/17)
- [IEA](#) - 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)
- [JJIAB-E/form 2/form 3/form 4](#) - Private School Students Access to CESD Extracurricular (12/13/11)
- [JLDBG](#) - Reintegration of Juveniles from Correctional Facilities (11/17/15)
- [JLF](#) - Child Abuse Reporting, Prevention, and Education (3/10/20)