

**POLICY COMMITTEE
MEETING
AGENDA**

March 30, 2023 4:00 pm

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

Committee Members present:

Others present:

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

- [*Proposed Draft IMGB*](#) - Therapy Dogs and Other Therapy Animals
- [*IMG*](#) - Animals in Schools
- [*ACAC*](#) - Service Animals in the Schools

Recently the Superintendent has received a request from staff to bring certified therapy dogs to school as a resource for students. Since the Board does not currently have a policy to guide this provision, it is recommended that the Board consider development and adoption. There are multiple benefits and risks associated with animals in the schools. The policy allows for this practice while ensuring the safety of students - both physically and emotionally. The first reading of the policy was at the February 14, 2023 regular business meeting of the School Board. No comments have been received.

At the 3/14/23 School Board meeting, the Second Reading and approval of these policies was tabled. The Policy Committee will review the proposed policies to check for alignment with current Town ordinances.

- [*AC-R*](#) - Grievance Procedure for Persons with Disabilities

The MDOE, as part of its review process with Federal regulations, recommends the grievance procedure be in support of [*Policy AC - Non-Discrimination/ Equal Opportunity Affirmative Action*](#). This procedure is currently coded as Policy IHBAL in the CESD Policy Manual. No changes to language are needed at this time.

First reading of the policy took place at the March 14, 2023 School Board meeting. No additional suggestions or comments have been received.

- [*ADC*](#) - Smoking & Possession of Tobacco Products/Electronic Smoking Devices

Updated language is needed to align with current statutory requirements, our Wellness Policy and the increased use of vaping devices. First reading of the policy took place at the March 14, 2023 School Board meeting. No additional suggestions or comments have been received.

- [*IICH*](#) - Student Use of Alcohol, Drugs, Tobacco and Other Prohibited Substances

In review of the policies and procedures addressing prohibited substances use, there is a need to align language and emphasize the importance of education in response to violations. First reading of the policy took place at the March 14, 2023 School Board meeting. No additional suggestions or comments have been received.

- [JICH-R](#) - Student Use of Alcohol, Drugs, Tobacco and Other Prohibited Substances Procedure

This is the administrative procedure used to accompany JICH. It does not require Board action.

New Business

- [GCSA/GCSA-R](#) - Employee Computer and Internet Use/Procedure
- [IJNDB/IJNDB-R](#) - Student Computer and Internet Use/Procedure

Other

Policies for upcoming review:

- Public Information Program Policy

Given the change in law and Policy BHC, the Committee will consider development of policy to address public communication and information. MSMA has sample policy to guide the discussion and to assist in determining if policy development is recommended. ([KDA](#) - Public Information Program) The committee will revisit this policy at an upcoming meeting.

- [III](#) - High School Co-Curricular and Extracurricular Activities Eligibility and Code of Conduct
- [EEAEAA/EEAEAA-R](#) - Drug and Alcohol Testing of School Bus Drivers/Procedures

Adjourn Meeting Time:

Next Meeting: April 26, 2023

POLICY COMMITTEE
MEETING
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Policies in need of review/development

- [ACAD](#) - Hazing
- [ADC](#) - Smoking & Possession of Tobacco Products/Electronic Smoking Devices
- [BBAA](#) - School Board Powers and Responsibilities (Update needed)
- [Administration of Naloxone \(Narcan\) in Schools](#)
- Use of Social Media
- [DJ](#)/DJ-R - Bidding Purchasing Requirements (We have this under DJE)
- [DJH](#) - Purchasing and Contracting: Procurement Staff Code of Conduct
- [EBCA](#) - Comprehensive Health and Safety Emergency and Management Plan - 2/23
- [ECB](#) - Pest Management
- [EEAEEA/EEAEEA-R](#) - Drug and Alcohol Testing of School Bus Drivers/Procedures 2/23
- [IGA](#) - Curriculum Development
- [IHBAK](#) - Life Sustaining Emergency Care
- [IHBG](#) - Home Instruction Program
- [IHBGA](#) - Home Schooling - Participation in School Programs
- [IHCDA](#) - Post-Secondary Enrollment Options
- [III](#) - Selection of Educational Material
- [IKE](#) - Promotion, Retention, & Acceleration of Students/Progress Through Grades
- [IEA](#) - Compulsory Student Attendance
- JHD - Suspension of Students
- [IIC](#) - System-Wide Student Code of Conduct
- [IICH](#) - Drug and Alcohol Use
- [IICIA](#) - Weapons, Violence and School Safety
- [IICK](#) - Bullying and Cyberbullying in Schools (MSMA Sample)
- [IIIF](#) - Management of Concussions and Other Head Injuries
- [JKE](#) - Expulsion of Students
- JKE-R - Expulsion Guidelines
- [JKF](#) - Disciplinary Removal of Students with Disabilities
- [JKF-R](#) - Disciplinary Removal of Students with Disabilities Administrative Procedure
- [JLCB](#) - Immunization of Students
- [JLCC](#) - Communicable/Infectious Diseases
- [JLCD](#) - Administering Medications to Students
- [JLCDA - MSMA](#) - Medical Marijuana in Schools
- [JLDBG](#) - Reintegration of Juveniles from Correctional Facilities
- [JLF](#) - Child Abuse Reporting, Prevention, and Education
- [JRA](#) - Student Records and Information
- [KBF](#) - Parent Involvement with Title I
- [KDA](#) - Public Information Program