

**POLICY COMMITTEE
MEETING
AGENDA**

April 28, 2025 ~~9:00 am~~ **4:00 pm**

Location: Town Hall ~~Council Chambers~~ **Asst Superintendent's Office**, 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

- [BCA](#) - Board Ethics

Policy BCA was last reviewed in 2013. Although this policy is not required, it is recommended that the School Board Manual includes a statement of ethics. The Committee reviewed the MSMA sample language and recommended changes to bring greater clarity to the policy. First reading of the policy took place at the April 8th School Board meeting. No comments have been received.

- [BEC](#) - Executive Session

Policy BEC was last reviewed in 2013. The accompanying evidence document (BEC-E) was deleted from the policy manual at that time. Language additions and deletions were made to the policy to clarify statute requirements. First reading of the policy took place at the April 8th School Board meeting. No comments have been received.

- [FFAA](#) - Memorial Scholarships and Gifts

Policy FFAA was last reviewed in 2013. Minor adjustments were made to the policy language. First reading of the policy took place at the April 8th School Board meeting. Policy FF was added as a cross-referenced policy in response to a Board member comment.

- [IKE](#) - Graduation Requirements

Principal Springer is recommending changes to the graduation requirements. Starting with the Class of 2029, students will be required to complete 35 credits in Social Studies, with the addition of World Language II. Mr. Ashe reviewed the rationale and impact of the change on student courses. Additionally, course requirements in Science were added. First reading of the policy took place at the April 8th School Board meeting. No public comments have been received.

New Business

- Removing Homeschool participation policy evidence from the School Board Policy manual.
 - [JJLAB-E/form 2/form 3/form 4](#) - Private School Students Access to CESD Extracurricular (12/13/11)

School Board approval is not needed for this action.

- [CB](#) - School Superintendent

Policy CB was last reviewed in 2013. A procedural change is recommended.

- [CHD](#) - Administration In the Absence of Policy

Policy CHD was last reviewed in 2013. No changes are recommended.

- MSMA [CHA](#) - Development of Administrative Procedures

It is recommended that the Committee consider developing a policy to clarify the role of administrative procedures in supporting and implementing the Board's policies.

- [BEDBA](#) - Agenda Format

Superintendent Record requests adjustments to the order of items presented on the agenda.

Other Business

- [KDC-R](#) - Needs approval to accompany KDC
- Set Fall meeting schedule

Upcoming policies for review

- [BEDG](#) - Minutes (4/9/13)
- [EGAD](#) - Copyright Compliance
 - [EGAD-R](#) Administrative Procedures
 - [EGAD MSMA Model Policy](#)
 - [EGAD MSMA Model Procedure](#)

Policy EGAD was last reviewed in 2013. A minor language addition is recommended in the policy and procedure.

- [IJND](#) - CESD Web Sites/Web Pages
 - [IJND-R](#) DWM District Website and Social Media
 - [IJNDC](#) - MSMA Sample Policy
 - [IJNDC-R](#) MSMA Sample Procedure
- Last reviewed in 2013. No MSMA Model policy. [BIA](#) - New Board Member Orientation (4/9/13)
- [BIB](#) - Board Member Development Opportunities (4/9/13)

Adjourn Meeting Time:

Next Meeting: June 2, 2025

Meeting Schedule

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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)

- [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)
- [BEDG](#) - Minutes (4/9/13)
- [BIA](#) - New Board Member Orientation (4/9/13)
- [BIB](#) - Board Member Development Opportunities (4/9/13)
- [CB](#) - School Superintendent
- [CHD](#) - Administration In the Absence of Policy
- [EBCF](#) - Use of Automated Emergency Defibrillator (6/11/13)
 - [MSMA Sample](#)
- [ECB](#) - Pest Management (2/12/19)
- [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)
- [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)