

**POLICY COMMITTEE
MEETING
AGENDA**

September 29, 2022 3:00 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

- [EEAEFA](#) - Video Surveillance on School Property

With the update to the security system and use of cameras in our schools, the Superintendent recommends development and adoption of a policy that addresses the purpose and use of security cameras on school property. Cameras are to be used for safety and surveillance purposes only, and will not be used to monitor the daily movement of students and staff. It will be important to provide assurance that cameras will not be placed in spaces such as classrooms, bathrooms, conference areas, etc. so these spaces remain confidential and privacy protected. First Reading of the policy took place at the September 13, 2022 Regular School Board meeting. No comments have been received.

- [IHBAA](#) - Referral/Pre-Referral of Students with Disabilities

The policy was last reviewed in 2014. Additions were made to provide greater clarity in recognition of parental rights in the identification process of a student with disabilities. First Reading of the policy took place at the September 13, 2022 Regular School Board meeting. No comments have been received.

- [IHBAA-R](#) - Procedures and General Education Interventions

IHBAA-R was deleted from the manual in December 2014. It is recommended that this procedure be included in the School Board manual to demonstrate that the School Department is meeting statutory requirements. This procedure will be placed on the October 11, 2022 Regular School Board meeting for approval.

- [FE](#) - Naming of School Facilities

The language in the current policy raised questions among the Committee members. Further discussion is needed prior to bringing the policy to the School Board for approval.

- [EFE](#) - Sales of Foods in Competition with the Food Service Program

EFE is cross referenced in the JL Student Wellness policy. Changes in Federal requirements and guidelines necessitate updated language. MSMA's sample policy was used to assist in developing required language. [MSMA EFE](#) The Committee questioned redundancy in Section "Restriction on Sale of Competitive Foods" and "Restrictions on Sales of Foods/Beverages of Minimal Nutritional Value."

New Business

- 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)

- [BDC](#) - Board Appointments

It is recommended that the Committee review BDC in conjunction with other policies from Section B addressing School Board representation on committees that further its mission. The policy was last reviewed in March 2013.

- [BDE](#) - Board Standing Committees

Recommended changes to the policy are minor and include:

- Adjustments to the order of listed provisions under Establishment and the Functions section;
- Addition of the Chair's authority to fill committee vacancies; and
- Listing of the CESD Standing Committees.

The policy was last reviewed in May 2013. The [MSMA Board Committee Explanation](#) is provided as reference in delineating the types of committees the Board will develop and participate in.

- [BDF](#) - Board Advisory Committees

No substantive changes are recommended at this time to the policy. The policy was last reviewed in May 2013.

Other

Policies for upcoming review:

- [AC](#) - Nondiscrimination, Equal Opportunity and Affirmative Action
- [ACAA](#) - Harassment and Sexual Harassment of Students
- [ACAA-R](#) - Student Discrimination/Harassment and Title IX Sexual Harassment Complaint Procedures
- [ACAB](#) - Harassment and Sexual Harassment of School Employees
- [ACAB-R](#) - Employee Discrimination/Harassment and Title IX Sexual Harassment Complaint Procedures
- [GCFB](#) - Recruiting and Hiring of Administrative Staff

Adjourn Meeting Time:

Next Meeting:

**POLICY COMMITTEE
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Policies in need of review/development

- [ACAD](#) - Hazing
- [ADC](#) - Smoking & Possession of Tobacco Products/Electronic Smoking Devices
- [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
- [ECB](#) - Pest Management
- [EEAEEA/EEAEEA-R](#) - Drug and Alcohol Testing of School Bus Drivers/Procedures
- [GCSA/GCSA-R](#) - Employee Computer and Internet Use/Procedure
- [IGA](#) - Curriculum Development
- [IHBG](#) - Home Instruction Program
- [IHBGA](#) - Home Schooling - Participation in School Programs
- [IHCDA](#) - Post-Secondary Enrollment Options
- [IJI](#) - Selection of Educational Material
- [IJNDB/IJNDB-R](#) - Student Computer and Internet Use/Procedure
- 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)
- [IJIF](#) - 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
- [JLF](#) - Child Abuse Reporting, Prevention, and Education
- [JRA](#) - Student Records and Information
- [KBF](#) - Parent Involvement with Title I
- [KDA](#) - Public Information Program