

Cape Elizabeth Schools - Policy Committee  
Monday, May 6, 2013  
Middle School Library - Madden Room - 7:30 A.M.

## AGENDA

### **JKAA – Use of Physical Restraint & Seclusion**

#### **JKAA-R - Use of Physical Restraint & Seclusion procedures**

DF – Fundraising

DF-R – Fundraising Procedure

GA – Personnel Goals

GAB – Job Descriptions

### **GBEBB – STAFF CONDUCT W/STUDENTS**

GBL – Personnel Records

### **GBN – FAMILY AND MEDICAL LEAVE**

GBN-R1 – Family Medical Leave - Federal

GBN-R2 – Family Medical Leave - State

GBO - Staff ID Badges

GCB – Continuing Teacher Contracts

GCG - Long & Short-Term Substitute

Employment

GCG-R – Long/Short-Term Sub Employment

Guidelines

GCGC – Teacher Job Share

GCOA – Teacher Evaluation

### **GCOA – SUPERVISION & EVAL OF PROF STAFF**

GCOA-R – Parent Letter for NCLB

Teacher Qualifications

### **GCOC – EVALUATION OF ADMINISTRATIVE STAFF**

### **GCQC – RESIGNATION OF SCHOOL EMPLOYEES**

GCQE – Enrollment of Non-resident Employees' Students

### **GCSA / R – EMPLOYEE COMPUTER & INTERNET USE**

GDO /R – Support Staff Evaluations

### Proposed for 1st Reading on May 14:

- CBI - EVALUATION OF THE SUPERINTENDENT
- **EBCF-AUTOMATED EXT DEFIBRILLATORS**
- *EE - TRANSPORTATION SERVICES MANAGEMENT-recoded EEA*
- **EEA - STUDENT BUS TRANSPORTATION**
- **EGAD - COPYRIGHT COMPLIANCE**
- **EGAD-R - COPYRIGHT COMPLIANCE Procedure**

- EHA - ELECTRONIC SIGNATURE AND FILING
- **EHB - SCHOOL RECORDS RETENTION REQUIREMENTS**
- FA - FACILITIES DEVELOPMENT GOALS
- FF - NAMING OF FACILITIES
- FFAA - MEMORIAL SCHOLARSHIPS AND GIFTS

### Recommended for Deletion

- EB - SAFETY PROGRAM
- EBAA - CHEMICAL HAZARDS
- EBCC - BOMB THREATS
- ECE - TRAFFIC AND PARKING CONTROLS
- EEAE - SCHOOL BUS SAFETY PROGRAM
- EEAE-R - SCHOOL BUS ACCIDENT PROCEDURES
- EF - FOOD SERVICES MANAGEMENT
- EFI - FOOD SERVICES RECORDS AND REPORTS
- EI - INSURANCE MANGEMENT
- FB - FACILITIES PLANNING
- FFA - MEMORIAL EVENTS
- FF-R - NAMING OF FACILITIES-GUIDELINES

### Proposed for 2<sup>nd</sup> Reading in May:

- **BCA - Board Code of Ethics**
- **BDE - BOARD COMMITTEES**
- BDF - BOARD ADVISORY COMMITTEES
- **DB - ANNUAL BUDGET**
- **DJE - BIDDING/PURCHASING REQUIREMENTS** - *formerly policy DJ*

### Recommended for Deletion

- DA - FISCAL MANAGEMENT GOALS
- DBA - BUDGET DISBURSEMENT
- DBAA - AUTHORIZATION TO COMMIT DISTRICT FUNDS for SPECIAL EDUCATION
- DFD - GATE RECEIPTS AND ADMISSIONS
- DFD-R - GATE RECEIPTS AND ADMISSIONS – GUIDELINES
- DI - FISCAL ACCOUNTING AND REPORTING
- DID - INVENTORIES
- DJA - PURCHASING AUTHORITY
- DK - PAYMENT PROCEDURES