

# Policy List

CODE	N a m e o f P o l i c y	Policy Last Revised / Reviewed	Notes
AC	Non Discrimination/equal Opportunity & Affirm Action	9/8/2020	
ACAA	Harassment and Sexual Harassment of Students	09/08/2020	
ACAA-R	Student Discrimination/Harassment and Title IX Sexual Harassment Complaint Procedure	09/20/2020	
ACAB	Harassment and Sexual Harassment of School Employees	09/08/2020	
ABAB-R	Employee Discrimination and Harassment Complaint Procedure	09/20/2020	No Policy in Manual
ACAC	Service Animals in the Schools	08/28/2012	
ACAD	Hazing	11/10/2020	
AD	Educational Philosophy	11/13/2012	
AD-R	Change Model	02/11/2012	
ADA	School District Goals and Objectives	08/28/2012	
ADAA	School System Commitment to Standards for Ethical And Responsible Behavior	12/11/2018	

ADC	Use of Tobacco Products and Electronic Nicotine Delivery Systems	12/11/2018	
ADF	Cape Elizabeth School Dept Commitment to Learning Results	12/10/2024	
BB	School Board Legal Status		No Policy in Manual; xref'd in BDB
BBAA	School Board Powers and Responsibilities	01/08/2019	
BBAB	Student School Board Representative	03/12/2013	
BBAB-R	Student School Board Representative Policy Guidelines	04/10/2007	
BCA	School Board Code of Ethics	05/13/2025	
BCB	Board Member Conflict of Interest	12/12/2017	
BCC	Nepotism	01/08/2019	
BDB	Board Officers	12/10/2024	
BDC	Board Appointments	03/12/2013	
BDD	Board-Superintendent Relationship	03/12/2013	
BDE	Board Standing Committees	05/14/2013	
BDF	Board Advisory Committees	05/14/2013	
BE	School Board Meetings	04/09/2013	
BEA	Board Member Use of Electronic Mail and Other Electronic Communications	11/12/2024	

BEC	Executive Sessions	05/13/2025	
BEC-E	Executive Session Law	03/08/2005	
BEDB	Agenda	04/04/2019	
BEDBA	Agenda Format	04/04/2019	
BEDD	Rules of Order	02/11/2025	
BEDF	Voting Method and Quorum	03/11/2025	
BEDG	Minutes	10/14/2025	
BEDH	Public Participation at Board Meetings	04/09/2013	
BEDJ	Broadcasting/Taping/Recording of School Board Meetings	11/12/2024	
BG	School Board Policies	04/09/2013	
BG-R	Policy Adoption and Amendment Procedures	03/08/2005	
BIA	New Board Member Orientation	04/09/2013	
BIB	Board Member Development Opportunities	06/09/2026	
CB	School Superintendent	06/10/2025	
CBDA	Superintendent's Contract - Allocation of Services		No policy in manual
CBI	Evaluation of Superintendent	06/11/2013	
CHA	Development of Administrative Procedures	06/10/2025	
CHD	Administration in Policy Absence	06/10/2025	

DB	Annual Budget	05/14/2013	
DF	Fundraising	04/12/2016	
DR-R	Fundraising Administrative Procedure	04/12/2016	
DJE	Bidding Purchasing Requirements	06/13/2023	
DJF	Template for School Nutrition Programs	04/13/2021	
DJH	Purchasing and Contracting: Procurement Staff Code of Conduct	06/13/2023	
DN	School Properties Disposition	03/12/2019	
EBBA	Chemical Hazards	12/11/2018	
EBBD	Temperature Standards for School Facilities	06/09/2026	
EBCA	Comprehensive Health and Safety Emergency Plan	11/12/2024	
EBCC	Bomb Threats	01/08/2019	
EBCF	Use of Automated External Defibrillators	01/13/2026	
ECB	Integrated Pest Management	02/12/2019	
EEA	Student Transportation Services	03/11/2025	
EEAEAA	Drug and Alcohol Testing of School Bus Drivers	06/13/2023	
EEAEAA-R	Drug and Alcohol Testing of School Bus Drivers Administrative Procedures	06/13/2023	
EFE	Sales of Food in Competition with the Food Service Program	08/28/2012	
EGAD	Copyright Compliance	10/14/2025	

EGAD-R	Copyright Compliance Administrative Procedure	10/14/2025	
EHB	School Record Retention	10/13/2015	
FA	Facilities Development Goals/Priority Objectives	03/10/2026	
FF	Naming of School Facilities	06/11/2019	
FFAA	Memorial Scholarships and Gifts	05/13/2025	
GA	Personal Goals	04/14/2026	
GBEBB	Staff Conduct with Students	06/09/2026	
GBEC	Drug Free Workplace	04/14/2026	
GBN	Family and Medical Leave	08/27/2013	
GBO	Family Care Leave	10/30/2018	No policy in manual
GCFB	Recruiting and Hiring of Administrative Staff	03/12/2019	
GCFB-R	Recruiting and Hiring of Administrative Staff Procedure	09/10/2013	
GCG	Long Term and Short Term Substitute Professional Staff Employment	06/09/2026	
GCGC	Teacher Job Share policy	06/09/2026	
GCI	Professional Staff Development Opportunities	11/13/2012	
GCOA	Supervision and Evaluation of Professional Staff	09/10/2013	

GCOC	Evaluation of Administrative Staff	09/10/2013	
GCQC	Resignation of School Unit Employees	02/10/2026	
GCQE	Enrollment of Non-Resident Employees Children	09/14/2014	
GCSA	Employee Computer and Internet Use	09/14/2014	
GCSA-R	Employee Computer and Internet Use Rules	09/14/2014	
GCSB	Use of Social Media By School Employees	02/11/2025	
GDO	Support Staff Evaluations	09/10/2013	
ICAA	Religious Holidays	09/10/2013	
IGA	Curriculum Development	09/12/2017	
IHBA	Individualized Education Plans (IEP)	01/14/2014	
IHBAA	Referral and Use of General Education Interventions	01/14/2014	
IHBAA-R	Referral and Use of General Education Interventions Administrative Procedure	04/08/2008	
IHBAC	Child Find policy	06/11/2024	
IHBAK	Life-Sustaining Emergency Care	10/08/2024	
IHBAL	Grievance Procedure for Persons with Disabilities	12/11/2018	
IHBB	Gifted and Talented	09/10/2013	
IHBEA	English Learners	2/13/2024	

IHBG	Home Instruction Program	01/14/2014	
IHBGA	Home Schooling - Participation in School Programs	01/14/2014	
IHCDA	Post-Secondary Enrollment Options	01/14/2014	
IHOA	Student Travel and Field Trips	02/12/2019	
IHOA-E	Student Travel and Field Trip Authorization Form	03/10/2015	
IHOA-E2	Parent Consent Form for Student Travel/Field Trip	03/10/2015	
IIB	Class Size	12/08/2015	
IJJ	Instructional and Library Materials Selection	01/14/2014	
IJJ-E	Citizen's Challenge of Educational Media Form	09/10/2013	
IJND	School District's Website/Web Pages	10/14/2025	
IJNDB	Student Computer and Internet Use and Internet Safety	11/10/2020	
IJNDB-R	Student Computer and Internet Use Rules	11/10/2020	
IIOC	School Volunteers	04/08/2025	
IKAB	Student Progress Reports to Parents	01/14/2014	
IKB	Homework	02/11/2014	
IKD	Honor Roll	02/11/2014	
IKE	Promotion, Retention and Acceleration of Students	09/12/2017	

IKF	Graduation Requirements	05/13/2025	
IKFA	Early Graduation	01/14/2014	
IKFC	Awarding of High School Course Credit Prior to Grade 9	01/14/2014	
ILA	Student Assessment	01/14/2014	
ILD	Student Surveys and Marketing Information	01/14/2014	
IMB	Teaching about Controversial Issues	03/09/2021	
IMBB	Exemption from Required Instruction	03/09/2021	
IMG	Animasl in Schools	01/14/2014	
JB	Transgender Students	11/08/2016	
JEA	Compulsory Student Attendance	01/14/2014	
JFAB	Admission of Non-Resident Students	01/14/2014	
JFABB	International Exchange Student Program	01/14/2014	
JFABD	Education of Students Who Are Homeless	05/11/2021	
JFABD-R	Education of Students Who Are Homeless Administrative Procedure	05/11/2021	
JFC	Dropout Prevention Committee	05/11/2021	
JG	Student Placement within Schools	02/11/2014	
JGAA	Assignment of Students to Classes (Five-Year Olds)	02/11/2014	
JHB	Truancy	02/11/2014	

JHCA	Use of Unscheduled Class Time for High School Juniors & Seniors	03/10/2015	
JIC	Student Code of Conduct	11/18/2014	
JICA	Student Dress	11/18/2014	
JICB	Care of Student Property	02/11/2014	
JICC	Student Conduct on Buses	02/11/2014	
JICH	Student Use of Alcohol, Drugs, Tobacco and Other Prohibited Substances	11/18/2014	
JICH-R	Student Use of Alcohol, Drugs and Other Substances Administrative Procedure	11/18/2014	
JICIA	Weapons, Violence and School Safety	03/11/2025	
JICJ	Use of Cell Phones and Other Personal Electronic Devices in Schools	06/09/2026	
JICK	Bullying and Cyberbullying Prevention in Schools	11/10/2020	
JICK-E	Record of Reported Bullying Incident Form	02/14/2017	
JICK-R	Bullying and Cyberbullying Prevention in Schools Administrative Procedure	11/10/2020	
JID	Students of Legal Age	05/12/2015	
JIH	Questioning and Searches of Student and Student's Locker/Storage Facilities	06/09/2015	
JIH-R	Questioning and Searches of Student and Student's Locker/Storage Facilities Procedures	06/09/2015	

<i>JJH</i>	<i>Interrupted Study</i>		<i>Rescinded 4/12/2024</i>
JJI	Extracurricular Philosophy	04/08/2025	
JJI-R	Athletic Guidelines	04/08/2025	
JJIAB	Private School Students Access to Public School Co-Curricular, Interscholastic, and Extracurricular Activities	1/8/2019	
JJIAB-E1	Private School Students Application for Participation In Cape Elizabeth Co-Curricular Activities	<i>policy evidence (E1) removed 05/13/25</i>	
JJIAB-E2	Private School Students Application for Participation In Cape Elizabeth Extracurricular Activities	<i>policy evidence (E2) removed 05/13/25</i>	
JJIAB-E3	Verification of Private School Students Eligibility for Participation In Cape Elizabeth Co Curricular Activities	<i>policy evidence (E3) removed 05/13/25</i>	
JJIAB-E4	Verification of Private School Students Eligibility for Participation In Cape Elizabeth Extracurricular Activities	<i>policy evidence (E4) removed 05/13/25</i>	
JJIBB	Sportsmanship	09/09/2008	
JJIBC	Relations with Booster Groups	02/12/2019	
JJIBD	Athletic Policy- Sanctioning of Sports	01/08/2019	
JJIF	Management of Concussions and Other Head Injuries	10/09/2018	
<i>JJIG</i>	<i>Evaluation of Coaches</i>		<i>Rescinded 2/13/2024</i>

JJJ	High School Co-Curricular and Extra Curricular Activities Eligibility and Code of Conduct	06/13/2023	
JK	Student Discipline	12/11/2012	
JKAA	Use of Physical Restraint and Seclusion	08/27/2013	
JKAA-R	Procedure on Physical Restraint and Seclusion	08/27/2013	
JKD	Suspension of Students	05/14/2024	
JKE	Expulsion of Students	11/12/2024	
JKE-R	Expulsion Hearing and Re-entry Guidelines	11/12/2024	
JKF	Disciplinary Removal of Students with Disabilities	03/12/2024	
JKF-R	Administrative Procedures for Disciplinary Removal of Students with Disabilities	03/12/2024	
JL	Student Wellness	09/12/2017	
JLCA	Sharing Medical Information Between School and Home	06/09/2020	
JLCB	Immunization of Students	09/11/2018	
JLCB-E	Yearly Immunization Forms	07/2020	
JLCC	Communicable/Infectious Diseases	12/11/2018	
JLCD	Administering Medication to Students	12/12/2017	
JLCD-R	Permission to Administer Medication in School Form	12/12/2017	
JLCDA	Medical Marijuana in Schools	12/12/2017	

JLCE	First Aid	06/1998	
JLCEA	Managing Students with Food Allergies	04/09/2024	
JLDBG	Reintegration of Students from Juvenile Correctional Facilities	11/17/2015	
JLF	Reporting Child Abuse and Neglect	03/10/2020	
JLFA	Child Sexual abuse Prevention and Rspnse	03/10/2020	
JRA	Student Education Records and Information	06/11/2024	
JRA-E	Notification of Rights Under FERPA	06/11/2024	
JRA-R	Student Education Records and Information Administrative Procedure	06/11/2024	
JS	Suicide Prevention	06/09/2020	
KBF	Parent Involvement in Title 1	06/11/2024	
KCD	Public Gift Donations to Schools	04/08/2025	
KCD-R	Gift Acceptance Administrative Procedures	11/8/2016	
KCE	Receiving Education Foundation Funds	2/13/2024	
KDA	Public Information Program	05/14/2024	
KDB	Public's Right to Know/Freedom of Access	12/12/2012	
KEB	Public Complaints about School Personnel	05/14/2024	
KF	Community Use of School Facilities	02/12/2019	
KHB	Advertising in Schools	4/4/2019	

KHC	Distribution of Non-School Material	5/14/2019	
KI	Visitors to the Schools	05/12/2009	
KLK	Relations with Law Enforcement Authorities	11/18/2014	
KLK-R	Relations with Law Enforcement Authorities Procedure	11/17/2015	

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