

**SWALLOW SCHOOL DISTRICT
W299 N5614 Highway E
Hartland, Wisconsin 53029**

WORK SESSION

June 16, 2012

8:00 a.m.

Present: Karen Trimble, John Fuhs, John Quast and Rebecca Morrison. Melissa Thompson, Charlotte Hall and Lynn Welscher were also present.

Excused: Jim Douglas

CALL TO ORDER

The meeting was called to order at 8:05 a.m. The agenda was reviewed.

DISCUSSION

Communication Processes and Opportunities – Mrs. Thompson presented information from a prior Swallow Task Force regarding communication. Sample newsletters from other districts were reviewed and discussed. Board members reviewed the forms and kinds of communication that are currently used at Swallow and the Employee Handbook. Recommendations and ideas to assist in moving forward in this area were discussed.

Class Size Policy and Survival Ratio Information – The current class size policy was reviewed and the survival ratio used to implement the cast-forward method of calculating enrollment was discussed.

Class Size Policies from other Districts – Several class size policies were reviewed from other districts in the area that are similar in size, as well as other school districts with similar records of student achievement. Optimal ranges, minimal and maximum class sizes were discussed.

Research on Effects of Class Size on Student Achievement – Several research articles relating class size and student achievement and relevant conclusions from this data were discussed.

ADJOURNMENT

The meeting was adjourned at 9:50 a.m.

Respectfully submitted,

Melissa Thompson
Superintendent

Approved: _____

_____, President

_____, Clerk