

SWALLOW SCHOOL DISTRICT
W299 N5614 Highway E
Hartland, Wisconsin 53029

POLICY COMMITTEE MEETING June 18, 2013 6:30 a.m.

Present: Karen Trimble, Rebecca Morrison, and Melissa Thompson

The Policy Meeting convened at 6:35 a.m.

DISCUSSION

A. The following policies were reviewed at the June Policy Committee meeting. Because each policy listed below is in phases of review and development, updated drafts will be reviewed at the next Policy Committee Meeting.

1. Policy 430—Attendance: Discussion was had related to the need to update this policy to comply with current statute and to help community members understand that attendance data is used for the district’s state performance report. This will be discussed again at the next Policy Committee meeting.
2. The following policies were discussed in relation to the district’s communications strategy and plan: Policy 821—Communication with the Public and Policy 821.3—District Newsletters. Both are being reviewed and revised to reflect updated strategy and plans so that community members and other interested persons know where to find information, when to expect it, and in what format.
3. Due to a recent uptick in requests for research to be conducted at Swallow by outside interests, Board Policy 821.1—District Questionnaires and Surveys was reviewed along with a potential new policy that would better define for such researchers conditions and expectations for conducting research in the school district. The new policy would become Policy 893—Relations with Educational Researchers.
4. Policy 821.2—Directory Data was reviewed and an updated version shared based on feedback from the Wisconsin Association of School Boards to include recent legislative and statutory changes and language to address video and digital images.

B. Proposal for New Policies

1. Policy 333-Parent Rights and District Programs/Activities: Due to changes in recent legislation, the district needs to adopt a Board Policy to address Parent Rights related to District Programs/Activities. A sample was reviewed and will be revised for the next Policy Committee meeting.

C. Other Business

1. Open Enrollment Policy and Procedures: Discussion was had to review Board Policies 423--Open Enrollment, 423R—Open Enrollment Procedures, and 343.2—Class Size following this year’s open enrollment window and lottery process. It was agreed that Board Policies 423 and 423R do not need revision at this time. Discussion about having a range instead of a number for the optimal class size and the increase from 1st to 2nd grade in this range will lead to further conversation with the DPI about use of the range for open seat determination for open enrollment purposes.

2. Future meeting calendar: The policy committee will plan to meet quarterly during the 2013-14 school year including the months of July, October, January, and April.

ADJOURNMENT

The Policy Committee meeting was adjourned at 7:41 a.m.

Respectfully submitted,

Melissa Thompson
Superintendent

Approved: _____

_____, President

_____, Clerk