



# Parchment School District

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**Parchment, Michigan  
October 7, 2013**

A Special Meeting of the Board of Education of the Parchment School District, Kalamazoo County, Michigan, was held on Monday, October 7, 2013 at 6:00 p.m. in the High School Library, 1916 E. G Ave., Parchment, Michigan.

- CALL TO ORDER** The meeting was called to order at 6:02 p.m. by President, Nancy Lenz
- MEMBERS PRESENT** Nancy Lenz, Joel Shaffer, Tim Lasher, Doug Heaney, Thomas Andrews and John Madaras
- MEMBERS ABSENT** Rhonda Newman
- OTHERS PRESENT** Matthew Miller and Scott Morrell, MASB consultant
- AGENDA APPROVAL** Thomas Andrews moved to approve the agenda with a second from John Madaras. All voted aye – motion carried
- PUBLIC COMMENTS** None
- INTRODUCTIONS** Members made introductions around the table.
- DISCUSSION**
- Board Operating Procedures**  
Scott Morrell walked members through a review of the process. He began by leading a discussion of ‘What is your desired outcome for this evening?’ He then asked, what do you hope will be accomplished with the document? Members presented reasons for the document:
- To present guidelines
  - Describe how policy is achieved
  - A help to new board members
  - Clarify some ‘theory’ issues
  - Bullet points to share with the public
  - Provide an abbreviated version of policies
- Scott Morrell asked for a review of how the document has been processed so far and Nancy described, as did the Policy Committee members.
- The entire draft document was reviewed and changes were discussed. The revised document will go back to the Policy Committee to finalize and be returned to the board to approve by consensus.
- Date for Superintendent Evaluation**  
Monday, December 2, 2013 at 6:00 p.m. was set for the Special Meeting for the Superintendent evaluation and board self-evaluation. Dr. Michael Washburn will facilitate.

**OTHER**                      None

**ADJOURNMENT**            Nancy Lenz declared the meeting adjourned at 9:25 p.m.

Board of Education of the  
Parchment School District



~~Tim Lasher, Secretary~~

Joel Shaffer, Vice-President

MJM/sac