



2015, March 10 Board of Councilors Minutes

CAJ Gakkou Houjin Board of Councilors Meeting
March 10, 2015, 8:45 a.m.
Matsukawa Place, Higashi Kurume, Tokyo

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Devotions

Gerald May led the board in devotion on God's plan to equip us to impact the world, and the board had a time to prayer.

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Attendance

Present

1. Carlson, Pauline (ECC)
2. King, Dixie (OMS)
3. May, Gerald (TEAM)
4. Sasaki, Mieke (CRJM)
5. Selander, Aileen (TEAM)
6. Sexton, Daniel (OMS)
7. Shinagawa, Kenichi (Member at Large)
8. Spalink, Lawrence (CRJM)
9. Stoesz, Karen (SEND International)
10. Tada, Hiroaki (Staff)
11. Taylor, Ken (World Venture)
12. Vander Haak, Brian (Head of School)
13. Winter, Jonathan (SEND International)

Proxy

1. Balona, Melinda (Member at Large): proxy to Gerald
2. Berg, Gaius (for World Venture and Alumni Representative): proxy to Gerald
3. Mutenda, Lawrence (Member at Large): proxy to Gerald
4. Shew, Paul (Member at Large and Educator): proxy to Gerald

Absent

1. Buchholtz, Grant (ECC)
2. Johnson, Paul (Member at Large)

Ex-Officio

1. Abraham, Sobi (Supervisor-Auditor)
2. Fukuzawa, Grace (Chong Eun Lee) (Observer)
3. Morimoto, Taizo (Supervisor-Auditor)
4. Norton, Thomas (Observer – next Head of School)

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SY 14-15:1 Call to Order

The meeting was called to order at 8:55 a.m. with thirteen Councilors present and four valid proxies out of nineteen members (13+4=16/19). Ten members (a majority) are necessary to establish a quorum.

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SY 14-15:2 Election of the Meeting Chair

MSC to elect Gerald May to serve as meeting chair.

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SY 14-15:3 Approval of the Agenda

MSC to approve the agenda.

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SY 14-15:4 Signers of the Minutes

MSC to designate Karen Stoesz and Lawrence Spalink, in addition to Board of Councilors Chair Gerald May, as signers for the minutes of the March 10, 2015 Board of Councilors meeting.

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SY 14-15:5 Tuition Increase for SY 2015-2016

MSC to approve a tuition increase for school year 2015-2016.

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SY 14-15:6 Operating Budget for April 1, 2015 - March 31, 2016

MSC to approve the operating budget with revenue of ¥727,664,000 and expense of ¥724,038,000 for April 1, 2015 – March 31, 2016.

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SY 14-15:7 Capital Budget for April 1, 2015 - March 31, 2016

MSC to approve the capital budget of ¥48,350,000 for April 1, 2015 – March 31, 2016.

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SY 14-15:8 Approval of a Dedicated Building Fund

MSC to establish a dedicated building fund that sets aside 40 million yen per year for 5 years starting 2014 fiscal year for replacement of the elementary classroom building in 2019 fiscal year.

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SY 14-15:9 Review and Approval of Amended Board of Councilors Operating Procedures

(See Board of Councilors minutes – SY 13-14:21 ; SY 13-14:22) MSC to accept interim report of the ad hoc committee amending Board of Councilors operating procedures. Furthermore, moved by Lawrence Spalink and seconded by Pauline Carlson to elect Jonathan Winter to replace Michael Essenburg as a member of the committee.

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SY 14-15:10 Approval of New Head of School

MSC to approve Dr. Thomas Norton as the Head of School of Christian Academy in Japan beginning July 1, 2015 with thanks to the search committee.

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SY 14-15:11 Introduction of New Head of School

Dr. Thomas Norton was introduced to the Board of Councilors and he shared his vision and thoughts.

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SY 14-15:12 Date of Next Meeting

The next meeting of Christian Academy Board of Councilors is scheduled for Tuesday, May 19, 2015 beginning at 8:45 a.m. at Matsukawa Place, Higashi Kurume, Tokyo.

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SY 14-15:13 Closing Prayer

Dixie King closed the meeting with prayer.

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SY 14-15:14 Adjournment

Lawrence Spalink moved and Daniel Sexton seconded to adjourn the meeting at 12:03 p.m.

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Respectfully submitted,

Kenichi Shinagawa
Board of Councilors Member

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Signatures: March 10, 2015 Christian Academy in Japan Board of Councilors Minutes Approved

(seal)
Gerald May
Board of Councilors Chair

Lawrence Spalink
Board of Councilors Member

(seal)

Karen Stoesz
Board of Councilors Member

(seal)

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