



## 2015, October 20 Board of Directors Meeting

Board of Directors Meeting  
Matsukawa Place  
October 20, 2015

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### Attendance

#### Present

1. Pauline Carlson (ECC)Gaius Berg (for WorldVenture)
2. Daniel Sexton (OMS)
3. Kennichi Shinagawa (Member at Large)
4. Karen Stoesz (SEND)
5. Thomas Norton (Head of School)
6. Gaius Berg (World Venture)
7. Grace Fukuzawa (Chong Eun Lee) (Member at Large)

#### Ex-Officio

1. Sobi Abraham (Supervisor-Auditor)

#### Absent

1. Johanna Leenders (Mieke Sasaki) (CRM)
2. Taizo Morimoto (Supervisor-Auditor)
3. Gerald May (TEAM)

#### Proxies

1. Gerald May gave his proxy to Pauline Carlson.
2. Johanna Leenders (Mieke Sasaki) gave her proxy to Pauline Carlson.

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### SY 15-16:8 Call to order (Act of Endowment, Chapter 3, Articles 18.3, 18.8)

The meeting was called to order at 8:45 am.

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### SY 15-16:9 Devotions

Gaius Berg led in devotions. He encouraged us with the reminder that we will be with Jesus forever, face to face. The best way to prepare to enjoy Jesus face to face is to enjoy Him now.

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### SY 15-16:10 Time of Prayer for the school (B4.6.7)

We spent time in prayer for staff, board, students and the school.

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### SY 15-16:11 Approval of agenda (B 4.3.5.3)

MSC to approve the agenda.

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## **SY 15-16:12 Staff Report**

Rick Seely gave the business office report. (B2.1.4)

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## **SY 15-16:13 Executive Session**

An Executive Session was convened and adjourned.

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## **SY 15-16:14 Finance and Audit Committee Report (B 4.8.2)**

Gaius Berg gave the Finance and Audit Committee report.  
MSC to approve the invitation of Dr. Alan Pue to come help the board work on a strategic plan.

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## **SY 15-16:15 Governance and Policy Review Committee Report (B 4.8.1)**

Kenichi Shinagawa gave the Governance and Policy Review Committee report.

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## **SY 15-16:16 Policy Addition B4.9.4- First reading**

MSC to add B4.9.4 as follows:

- B4.9.4: In case of the sudden resignation or incapacitation of a member-at-large or a supervisor-auditor, the board chair will contact the Executive Committee. The Executive Committee will recommend one of the Board of Councilors who is in the member-at-large category to replace the member who has stepped down. The replacement will serve out the remainder of the term of the board member that has stepped down. The Councilor will then be replaced by the process outlined in B4.9.3.

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## **SY 15-16:17 Amend A4.1 School Philosophy, d. Students- First reading**

MSC to amend A4.1 School Philosophy, d. Students as follows:

- Current reading:
  - d. Emotional and social maturity includes the ability to meet life's situations as a responsible Christian; to act with poise, initiative, decisiveness, and self-reliance; to relate to others with love, care, and forgiveness; and to value one's cross-cultural identity.
- Amended as follows:
  - d. Emotional and social maturity includes the ability to meet life's situations as a responsible Christian; to act with poise, initiative, decisiveness, and self-reliance; to relate to others with love, care, and forgiveness; and to value one's own and others' cultural identities.

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## **SY 15-16:18 Discussion**

Pauline Carlson led the board in a discussion about owners verses stakeholders, which is a key policy governance principle. (B4.4.1) The board also discussed the definition of "evangelical". The G&PR committee was tasked with the refining of a definition.

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## **SY 15-19:19 Board Policy review: B 4.1, Governing Styles and Values (B4.1.6)**

The board reviewed B4.1. Some wording changes were suggested and were referred to the G&PR committee.

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## **SY 15-16:20 Board Ends review: B 1.4- staff (B4.1.5, 4.3 Overview)**

The board reviewed B 1.4.

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## **SY 15-16:21 Head of School Monitoring Report (B2.1.1)**

Tom Norton presented the monitoring report.

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## **SY 15-16:22 Acceptance of Monitoring Report**

MSC to accept the partial compliance for B 2.2.8 and request that Tom Norton give the board an update on progress at the Nov. 2015 board meeting. MSC to accept the monitoring report.

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## **SY 15-16:23 Head of School Decision Preparation Report (B2.1.5)**

- Report on hiring practices (B2.2.11).
- The staff will be asked to fill out a survey on church attendance and participation (B2.2.12).
- All staff will be asked to become certified in CPR. An additional trainer was added to assist staff in their certification.

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## **SY 15-16:24 Head of School Incidental Report (B2.1.5)**

- The Crisis Team report.
- The cancellation of the fall drama.
- Possible addition of up to two languages at the Middle School and High School levels.

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## **SY 15-16:25 Consent agenda (B4.3.3)**

MSC to accept the consent agenda as follows:

- May 19, 2015 Board of Directors minutes (B 4.2.9.5)
- May 19, 2015 Executive Action minutes (B 4.2.9.5, 4.2.9.2.4, 4.2.9.4)
- October 6, 2015 Finance Committee minutes (B 4.7.6.3.2)
- October 6, 2015 Governance and Policy Review Committee minutes (B 4.7.6.3.2)
- Second readings (B 4.1.9)
  - B 2.2.1.7
  - B 4.6.5
  - B 4.7.4
  - B2.2.1.5
  - B4.2.3

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## **SY 15-16:26 Committees Review B 4.8**

The chair of each committee was asked to review B 4.8 with their committee members at their next meeting.

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## **SY 15-16:27 Board Compliance (B4.2.2.4)**

The board reviewed these policies for compliance: B3.0, 4.0 Overview.

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## **SY 15-16:28 Board Meeting Schedule**

MSC to change the board meeting schedule as follows:

- January 18, 2016 to become board training/discussion
- February 9, 2016 to become a board meeting.

The Mission Representatives meeting was changed to January 28, 2016. (B 4.4.4)

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## **SY 15-16:29 Monthly Review of Board Process: verbal (B 4.1.7)**

The board reviewed our process throughout today's meeting.

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## **SY 15-16:30 Closing prayer**

Daniel Sexton closed in prayer.

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## **SY 15-16:31 Adjournment**

MSC to adjourn the meeting. The meeting was adjourned at 2:08 p.m.

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## **Signing of previous minutes**

The board members signed the following sets of minutes:

- May 19, 2015 Board of Directors minutes (B4.2.9.5).
- May 19, 2015 Board of Directors Executive Action minutes (B4.2.9.5).

Respectfully submitted,

\_\_\_\_\_(seal)

Karen Stoesz  
Board Secretary

\_\_\_\_\_(seal)

Pauline Carlson  
Board Chair

\_\_\_\_\_(seal)

Kenichi Shinagawa  
Board Vice Chair

\_\_\_\_\_(seal)  
Gaius Berg  
Board Member

\_\_\_\_\_(seal)  
Daniel Sexton  
Board Member

\_\_\_\_\_(seal)  
Chong Eun Kee (Grace Fukuzawa)  
Board Member

\_\_\_\_\_(seal)  
Thomas Norton  
Board Member and Head of School

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