

CAJ Board of Directors Meeting Minutes
Tuesday, November 19, 2024
Harvest Hall – Matsukawa Place

Attendance:

Chad Farmer (SEND)
Gregory Swenson (JVENTURE)
Grant Buchholtz (ECC)
David Mawhinney (Head of School)
Jeremy Seminoff (Member-at-Large and Educator)
Seita Sakaguchi (Member-at-Large)
Anne Marie Smoker (CRJM)
Nick Petkoff (TEAM)
Daniel Sexton (OMS) (sent response agenda)

Supervisor- Auditors

Taizo Morimoto
Mark Bedow

Absent (if any)

SY24-25:48 Call to Order and Determination of Quorum

The meeting was called to order at 9:52AM. A quorum was established with nine members present.

SY24-25:49 Approval of Agenda

MSC to approve the agenda.

SY24-25:50 Approval of the Selection of the Signers of the Minutes:

- Board Chair – Nick Petkoff
- Signer: Jeremy Seminoff
- Signer: Anne Marie Smoker

SY24-25:51 CAJ Staff Member Introduction

Jacquie Willson (Parallel Director) and Marie Wahl (Director of Advancement) shared about their roles and received prayer.

SY24-25:52 Consent Agenda:

- a. Head of School Report
- b. Head of School Monitoring Report (Staff)
- c. Finance and Audit Committee Report

- d. Board Policy Compliance B Strategic Plan Review 4.1
 - i. Emphasis on 4.1.5 as we consider 'Ends'
- MSC to accept the consent agenda.

SY24-25:53 Head of School Evaluation Committee Establishment

- Nick Petkoff
- Greg Swenson, who agreed to become the chair
- Chad Farmer

MSC to accept these nominations.

SY24-25:54 Ongoing discussion items:

- PGRC to make necessary inquiries for nominations after new AoE
 - ii. Suggested deadline of Jan 6, 2025
 - iii. Entire board will need to be nominated/voted in
 - 1. Even those with remaining terms
 - HoS Evaluation Committee tasks to include:
 - iv. Intent to stay inquiry
 - v. Review contract wording and compensation
 - 1. With input from Finance Committee on compensation
 - The secretary will update the Board Manual to reflect the updates on B.3.3.3.3c
- MSC to approve these discussions.

SY24-25:55 CAJ Purpose and Ends.

The board will prepare to discuss the purpose and ends at a future meeting.

SY24-25:56 Any other items for the Board of Directors

- The board discussed the reasoning for approving the minutes at the end of each meeting.
- Policy Review of B 3.2 & 3.3
 - vi. Special attention to HoS Evaluation Committee 3.3.3.3
- The policy committee will review the sections related to Head of School Evaluation Committee, incorporating the requested changes from the Board.

SY24-25:57 Board Process Review/Feedback

- There was a self-assessment on our board process.

SY24-25:58 Review and Approve the Minutes of This Meeting

MSC to approve the minutes.

SY24-25:59 Prayer & Adjournment

Grant Buchholtz closed our meeting in prayer.

Respectfully submitted, Grant Buchholtz, secretary

Signatures

_____(seal) Nick Petkoff - Board Chair
_____(seal) Jeremy Seminoff - Board Member
_____(seal) Anne Marie Smoker - Board Member