

CAJ Board of Directors Meeting Minutes
Tuesday, January 14, 2025 8:45am
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)

Supervisor- Auditors

Taizo Morimoto

Absent:

Mark Bedow

SY24-25:60 Devotion/Prayer

Grant Buchholtz shared a devotion from Lamentations 3 about God's faithfulness.

SY24-25:61 Call to Order and Determination of Quorum

The meeting was called to order at 9:02AM. A quorum was established with nine members present.

SY24-25:62 Approval of Agenda

MSC the approval of agenda.

SY24-25:63 Approval of the Selection of the Signers of the Minutes:

- Board Chair – Nick Petkoff
- Signer: Chad Farmer
- Signer: Jeremy Seminoff

SY24-25:64 Approval of Act of Endowment

MSC to approve the Act of Endowment.

SY24-25:65 Finance and Audit Committee Report

MSC to accept the Finance Committee Report.

SY24-25:66 CAJ Purpose, Ends, and Limitations.

The board began discussions about the CAJ Ends Statements.

- a. Resources:
 - i. [See CAJ website “Policy Governance Articles”](#)
 1. Especially the section on “Ends”
 - ii. “CAJ Purpose and Ends Statements” document and/or relevant points in [board manual](#)
 - iii. “Beginning of the Ends” document for overview and comparisons (From David Mawhinney)
 - iv. Use worksheet as starting point: [Ends Worksheet](#)

SY24-25:67 Consent Agenda:

MSC to accept the consent agenda.

- Head of School Report
- Head of School Monitoring Report (Finance)
- PGRC Report
- Policy Review of B 3.1 & 3.3
- Board Policy Compliance B 3.2 & 3.3

SY24-25:68 Ongoing discussion items:

The Chair of PGRC will work on a form for new nominations to the boards.

SY24-25:69 Any other items for the Board of Directors

- Changing policy/procedure for AoE approval process
 - v. Board Manual Chapter 7 Article 44
- Updated location of [Board Manual](#)
- Training and Orientation
 - vi. Check and update: [Training Folder](#)

SY24-25:70 Board Process Review/Feedback (B4.1.7)

The board gave a verbal self-evaluation.

SY24-25:71 CAJ Staff Member Introduction

Tyrone Fambro (High School Principal) and Renee Van Druff (Middle School Principal) shared about their roles and received prayer.

SY24-25:72 Review and Approve the Minutes of This Meeting

MSC to approve the minutes.

SY24-25:73 Prayer & Adjournment

Nick Petkoff closed our meeting in prayer.

Respectfully submitted, Grant Buchholtz, secretary

Signatures

_____	(seal) Nick Petkoff - Board Chair
_____	(seal) Jeremy Seminoff - Board Member
_____	(seal) Chad Farmer - Board Member