

**MORRISON CHRISTIAN ASSOCIATION
MORRISON ACADEMY
BOARD OF TRUSTEES
MINUTES**

September 8, 2011 (8:45 a.m.)
Eugenio Lopez Conference Center, Philippines

Trustees present: Don Bettinger
Peter Dodd
Ginann Franklin
Nora Gass
Rob Riley

Associate Trustees present: Jim Andrews
Young Choi
David Eastwood
Alicia Edwards

Others present: Tim McGill

Last Action: 11-27

Executive Committee action 11-01 dated June 8, 2011 was reported to the Board.

Trustees had the wonderful opportunity to take part in a 2 day governance conference in the Philippines with 7 like-minded schools in Asia. Dr. Alan Pue shared on the role of Board Members in a Christ-Centered school, Strategic Planning, and Biblical Principles of Planning and Decision Making in the Christian School. Don Bettinger led Trustees in a time of reflection from the retreat. These reflections were recorded and given to the Leadership Committee. He also led Trustees in a devotion and a prayer time for Morrison's staff, needs and future decisions.

New Trustee Induction

Don Bettinger, Board Chair, welcomed the new Trustees, Peter Dodd, Nora Gass and Rob Riley. There was a prayer time for each of the new Trustees and their future service.

Each Trustee signed the statement of faith.

**APPROVAL OF AGENDA
11-28**

MOTION PREVAILED to approve the agenda.

**APPROVAL OF MINUTES
11-29**

MOTION PREVAILED to approve the minutes of May 24, 2011.

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Alicia Edwards presented Trustees with the new Board of Trustees Handbook for the 2011/2012 school year.

Administrative Reports

Tim McGill highlighted the new staff on each of the 3 campuses. The Board, Administrators, and staff are in the process of setting and aligning their goals with the School Improvement Plan, School Wide Appraisal System and Morrison's needs. He reported on his goals. He also shared some data related to policy #5240 ELL and student demographics.

Because our meeting was held in the Philippines, Tim McGill reported on behalf of Michele Law. Morrison Academy's Financial Statements and Report of Independent Accountants was reported to the Board. At the end of the fiscal year which ended June 20, 2011, total income was 108% of the budget. Total expenses were 91% of budget. Before the auditor's adjustment, net income was about NT\$47 million. Current enrollment is 823. Budgeted enrollment for the 2011/2012 school year is 822.

The Taichung housing construction loan balance is about NT\$62 million. Total original authorized loan by the Board was NT\$189 million. The original loan repayment period was 5 years (ending in 2015) assuming student enrollment remains stable.

The MAK housing expansion plan has been approved by the Department of Education. The property is scheduled to be divided on September 13, 2011. The leasing process with Taiwan Sugar Corporation is slow but moving forward as scheduled.

Committee Assignments

Don Bettinger announced committee assignments. Barry Owen (chair), Ginann Franklin, Nora Gass and Michele Law (Director of Finance) were appointed to serve on the Finance Committee. Alicia Edwards (chair), Jim Andrews, and Peter Dodd were appointed to serve on the Leadership Committee. David Eastwood (chair), Young Choi, and Rob Riley were appointed to serve on the Policy Committee. Don Bettinger, Board Chairman, will participate as an ex-officio on all committees. Don Bettinger was appointed to serve on the Boarding Advisory Committee.

2011/2012 Board of Trustee Goals

Trustees had a discussion about this year's Board of Trustee Goals. After considering the School Improvement Plan, feedback from last year's Board evaluation and Morrison's future needs, the following goals were adopted by the Board of Trustees for the 2011/2012 school year.

1. Evaluation of Policy in light of the Child Safety Protection Network Standards
2. Cultivate relationships between the Board of Trustees, Morrison Staff and Parents
3. Continue to review and refine the Policy Manual
4. Collaborate with other like-minded schools in Asia to share resources and information
5. Invest times for retreat, prayer and strategic planning to explore options for the Bethany Campus

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Trustee Evaluation

Due to the transportation arrangements that were made for our group, the meeting felt rushed towards the end to finish within the time constraints.

The Finance, Leadership and Policy Committees met separately following the meeting to discuss and finalize committee goals for the 2011/2012 school year (see attachment).

David Eastwood closed in prayer at 12:10 p.m.

Respectfully Submitted,

Alicia Edwards
Board Secretary

Finance Committee Goals

1. Update Strategic Financial plan to complete the Taichung site plan by 2015 and prepare for Bethany Campus development.
2. Explore financial options in preparation for Bethany campus development.
3. Approve 2012-2013 budget and recommend to the board.
4. Review loan repayment plan of the Taichung construction.
5. Approve and monitor accounts recommended by the Director of Finance for investment of the endowment fund and earnings from the contingency fund account.
6. Oversee capital campaign (2011-2014) – income and expenses.
7. Review Policy - Finance and Operations (4000's)
8. Update Approved Mission list – Missionary and Christian Worker discount
9. Equip committee members to better understand the financial processes and reports used by the school.

Leadership Committee Goals

1. Review the Instructional Procedures (100-299) Section of the Policy Manual
2. Review Vision and Core Value Statement
3. Evaluate the Board of Trustees and Superintendent
4. Prepare nominations for Associate Trustees, Secretary, Treasurer, Vice Chair and Board Chair
5. Assign Committees for Faculty Appreciation Dinners and Senior Recognition Reception
6. Initiate Professional Development Activities for the Board
7. Support and nurture the Superintendent and the Superintendent's family
8. Work with the Superintendent, when necessary, in the interviewing process to fill SAC position
9. Review policy #5480 SOCIAL DANCING
10. Review and update the Strategic plan

Policy Committee Goals

1. Refine the full policy document by identifying policies that are more form than function and considering if they should be transferred elsewhere e.g. to administrative procedures
2. Align all policies with the Child Safety Protection Network suggested standards
3. Review the 4000 series
4. Review the 6000 series
5. Review any other policies referred to the policy committee