

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

**MINUTES**

November 7, 2017 (9:00 a.m.)  
Taipei Campus

**Trustees present:**

Don Bettinger  
Mark Dinnage  
Beverly McCrary (via Google Meet)  
Barry Owen  
Rob Riley  
Joseph Swanson  
Carol Wu (via Google Meet)

**Associate Trustees present:**

Cheryl Dunn  
Will McKelleher  
Gretchen Gates Ryan (via Google Meet)  
Ruth Ullstrom

**Consultant:**

Alicia Edwards

**Others present:**

Tim McGill  
Matt Sawatzky  
Susanna Myburgh  
Julie Heinsman

**Last Action: 17-30**

Rob Riley shared a devotion from Philippians 2:1-11. The first things to notice about this section are the truth statements - if these things are truth of you, then you should act this way.. As a board, we need to the interests of others before our own interests - our model is Christ who became an defenseless baby and grew up just like we did (except He was perfect) in order to serve mankind.

Barry then led the board in a time of prayer for staff and student health concerns, Tim & Bonnie interviewing teacher candidates, Christmas projects, experiential learning events coming up, and praises for how God has worked through Morrison over the years.

**APPROVAL OF AGENDA AND  
CONSENT AGENDA  
17-31**

**MOTION PREVAILED** to approve the agenda and consent agenda, including the following resolutions:

- approval of the October 5th, 2017 Board Minutes

## PAGE 2 – Board of Trustees Minutes (November 7, 2017)

- acceptance of the October 23rd, 2017 Finance Committee Minutes, including the Strategic Financial Plan
- acceptance of the October 23rd, 2017 Governance Committee Minutes, including changes to the following policies
  - 1060 ASSOCIATION SEALS
  - 1430 CONDUCTING BOARD MEETINGS
  - 1440 MINUTES OF BOARD MEETINGS
  - 1650 HARASSMENT
  - 1671 SATELLITE SCHOOL
  - 2010 SCHOOL ORGANIZATION
  - 3200 EMPLOYEE CONTRACTS
  - 3300 PHILOSOPHY OF COMPENSATION
  - 4120 FINANCIAL OBJECTIVES
  - 4280 EMPLOYEE DISCOUNTS
  - 5235 TRANSFER
  - 5705 CHILD PROTECTION (title change only)
- acceptance of the Administrative report, as written
- acceptance of the SAC Meeting Notes for October 18, 2017
- acceptance of Member Care Task Force Minutes

For later discussion - does the Board need to have five meetings per year or would 4 be sufficient?

### **Board Goals Review:**

1. Board of Trustees' Professional Development
  - a. Discuss The Benedict Option.
  - b. Fall Board Retreat in Cambodia.
2. Morrison Community Connections & Strategic Planning for Mission Sustainability
  - a. Conduct a forum with staff and administration at each campus
  - b. Groundbreaking in Linkou
  - c. Reevaluate financial strategic planning.
3. Monitor and Evaluate the Development of Morrison's caring communities
  - a. Continue to develop a policy for Member Care and refer this policy to SAC for development of procedures for Member Care
  - b. Finalize the covenant language of our position statements.
4. Confirm the membership of the Superintendent Search Committee, and commission them to prepare a shortlist of candidates by the end of the year.

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The meeting was closed in prayer at 11:17 by Don Bettinger.

Respectfully Submitted,

Mark Dinnage  
Board Secretary

# Board of Trustees Section 1000

## Board of Trustees 1000 - 1099

### 1060 ASSOCIATION SEALS

No seal of the Morrison Christian Association including: The New Jersey Corporation Seal, The Taiwan [Morrison Christian Association Juridical Entity chop](#)~~Incorporated Foundation Seal~~, and The Taiwan [Morrison Christian Association Juridical Entity Chairperson's chop](#) ~~Statutory Representative's Seal~~ shall be used for any purpose whatsoever not consistent with the express resolution of the Trustees. The Taiwan [Morrison Christian Association Juridical Entity Chairperson's chop](#) ~~Statutory Representative's Seal~~ shall not be used for any purpose whatsoever except to represent him officially as such statutory representative, and then only as the law requires.

~~The Taiwan Morrison Christian Association Juridical Entity chop and and Juridical Entity Directors' chops shall be secured by two different employees.~~

~~The New Jersey Corporation Seal shall not be used at any time except under the personal supervision of either the Secretary or the Board Chair.~~

~~The Taiwan Incorporated Foundation Seal and the Taiwan Statutory Representative's Seal shall not be used at any time except under the personal supervision of either the Superintendent, or the Board Chair.~~

The Superintendent of Schools or his/her designee shall be responsible for the custody and constant safekeeping of each of these said three seals and to make them available for use as needed only in accordance with the above regulation. [The Taiwan Morrison Christian Association Juridical Entity chop and and Juridical Entity Directors' chops shall be secured by two different employees.](#)

[11/17](#)~~5/14~~

## Meetings of the Board of Trustees 1400 - 1499

### 1430 CONDUCTING BOARD MEETINGS

The Board Chair shall conduct the meetings [in accordance with bylaws of the association and policies, ensuring that each Trustee has an opportunity to be heard.](#) ~~of the Board in accordance with Robert's Rules of Order, Revised, except that t~~ The Board Chair may engage in the discussion of matters and motions before the Board. The proceedings of the Board at its meeting shall be governed by the prepared agenda, with the exception that items suggested for discussion or action from the table may be received at the discretion of the Board Chair.

When personnel matters are handled, the Board will ensure that the rights of individuals are respected, and proceedings are conducted in such a way that Christian ethics are employed with sensitivity at all times.

11/17~~5/14~~

## 1440 MINUTES OF BOARD MEETINGS

The Minutes shall ~~be written in accordance with Robert's Rules of Order, Revised, and shall be~~ distributed within one week of the meeting. The final copy of all Board Minutes shall be approved by the Board Chair and signed by the Board Secretary or in his/her absence by an officer of the Board. The Minutes of each Board meeting are to be posted on the bulletin board in the teachers' lounge at each school as well as on the school website. These Minutes shall also be made available to any individual upon request.

At the discretion of the Board certain minutes may be designated "Official Minutes Only" and distributed only to the Board of Trustees and the Members, as defined in Policy #1611~~offices of the supporting Missions.~~

11/17~~5/06~~

## Policies of the Board of Trustees 1500 - 1599

### Definitions 1600 - 1699

#### 1650 HARASSMENT

~~"Harassment" means unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a nature that denigrates or shows hostility or aversion toward an individual because of his/her race, color, national origin, religion, gender, disability or age, made by someone from or in the educational, boarding, or work setting.~~

Because Morrison Academy is a Christian school the presentation of truth concerning Christian and non-Christian religions presented in a non-derogatory, non-hostile manner in accordance with the Academy's position statements is NOT considered harassment.

#### ***Examples of Harassment***

Harassment is aggressive behavior or intimidating~~Unwelcome~~ conduct. of this type ~~This can~~ include a wide range of verbal, visual or physical conduct of a sexual or harassing nature. Examples of harassment include, but are not limited to the following:

1. Unwanted sexual advances or propositions;
2. Offering employment benefits in exchange for sexual favors;
3. Offering academic benefits and/or other rewards in exchange for sexual favors;

4. Making or threatening reprisals after a negative response to sexual advances;
5. Visual conduct such as leering, displaying sexually suggestive objects including pictures, cartoons or posters, making sexual gestures, or other gestures which denigrate a person's race, color, religion, national origin, gender, disability or age;
6. Written or graphic material, including electronic media, that denigrates or shows hostility or aversion toward an individual or group because of race, color, gender, religion, national origin, age or disability and that is placed on walls, bulletin boards, or elsewhere on the school premises, or circulated at the workplace or on social networking sites;
7. Epithets, slurs, negative stereotyping, cyber-bullying, or threatening, intimidating, or hostile acts, that relate to race, color, religion, national origin, gender, disability or age, graphic verbal commentaries about an individual's body, sexually degrading words used to describe an individual, suggestive or obscene letters, electronic communication, notes or invitations; and
8. Physical conduct such as inappropriate touching, assaulting, impeding or blocking movements.

[11/175/10](#)

## **1671 SATELLITE SCHOOL**

A satellite school is a school operated by Morrison Academy, with five or fewer teachers. Responsibility for the school lies with the designated ~~campus~~-administrator who is responsible to the Superintendent. With approval from the Superintendent, direct oversight of the school may be delegated by the ~~campus~~ administrator to another staff member.

[11/175/10](#)

## **2010 SCHOOL ORGANIZATION**

The Morrison Academy school system is organized into a kindergarten through 9<sup>th</sup> 10th grade campuses, kindergarten through 12<sup>th</sup> grade campuses, a boarding division and satellites. These are all under the authority of the Superintendent and the policies and directives of the Morrison Academy Board of Trustees.

[11/173/13](#)

## 5705 CHILD PROTECTION ABUSE INSPECTION PROCESS (title change only)

### 5235 TRANSFER

~~Students who relocate due to a parent moving within Taiwan will normally be allowed to transfer to the closest Morrison campus with duplicate services, provided that they meet the criteria established in Policy #5205 Enrollment Limitations and Policy #5240 Learning Needs Program.~~

~~Students who have completed 8th grade at a Morrison campus or 6th grade at a satellite school will be allowed to transfer to another Morrison campus to continue their education, provided that they meet the criteria established in Policy #5290 Students' Living Arrangements and Policy #5351 Continuing Enrollment.~~

Students will normally be allowed to transfer to another Morrison campus, provided that they meet the criteria established in Policy #5205 Enrollment Limitations, Policy #5240 Learning Needs Program, Policy #5290 Students' Living Arrangements and Policy #5351 Continuing Enrollment.

### 3300 PHILOSOPHY OF COMPENSATION

Some Morrison expatriate employees are part of the missionary community, as defined in MISSIONARY POLICY #1613, so their employment benefits will be comparable to others in the missionary community. These benefits are divided into two categories: head-of-household and non-head-of-household.

Morrison expatriate employees who are not part of the missionary community, as defined in MISSIONARY POLICY #1613, will be considered CW, as defined by CHRISTIAN WORKER POLICY #1614. These employees will qualify for non-head-of-household benefits, including the CHRISTIAN WORKER DISCOUNT, as defined in POLICY #4282.

~~Because Morrison expatriate employees are part of the missionary community, their compensation will be comparable to that of the missionary community.~~

National staff will be compensated according to local compensation practices.

### 4120 FINANCIAL OBJECTIVES

In order to implement the financial philosophy, Morrison Academy will:

1. Approve a balanced annual budget.
2. Charge tuition and fees comparable to other international schools on the island that offer similar services.
3. Provide a tuition discount to missionaries that considers a sampling of tuition rates of Christian schools in Asia and the USA.
4. Provide for future capital needs.

5. ~~Compensate expatriate personnel based on that of the missionary community. National personnel will be compensated according to local practice.~~
6. Provide accurate financial information to appropriate parties.

## 4280 EMPLOYEE DISCOUNTS

To provide for the educational needs of the dependents of expatriate employees, discounts will be provided for those whose FTE is 0.5 and greater. Discounts will be prorated based on the employee's actual FTE.

Employee discounts will be applied to registration, building fees, tuition, dorm fees and Learning Needs and English Language Learner program fees. Fees for services other than those offered to other constituents will not be discounted.

The amount of the employee discount will be based on the PHILOSOPHY OF COMPENSATION POLICY 3300. For employees who meet the definition of MISSIONARY in POLICY #1613 the discount percentage will be 100 times the employee's FTE. For national employees and expatriate employees who do not meet this definition of MISSIONARY in POLICY #1613, the discount percentage will be equivalent to the CHRISTIAN WORKER DISCOUNT in POLICY #4282.

~~In order to provide for the educational needs of the dependants of expatriate employees whose FTE is 0.5 and greater, Morrison Academy will grant discounts on registration, building fees, tuition, dorm fees and may grant Learning Needs and English Language Learner program fees. Fees for services other than those offered to other constituents will not be discounted.~~

~~Discounts will be prorated based on the employee's actual FTE. The discount percentage is 100 times the employee's FTE.~~

## 3200 EMPLOYEE CONTRACTS

The Superintendent, on behalf of the Board of Trustees, will issue contracts to new and returning employees. The contract shall include the name of the employee, position to be filled, length of contract, other obligations to be fulfilled by the employee as well as by Morrison Academy. The contract shall be binding upon both parties according to its specified terms, unless mutually agreed upon otherwise.

Employees are expected to retire by the end of the school year in which they turn 66-65. The Superintendent may make exceptions to offer annual contracts beyond the age of 66-65.

Reference - Policy #3300 Philosophy of Compensation