

CHRISTIAN ACADEMY IN JAPAN

PTA GUIDING PRINCIPLES

1. **PURPOSE:** To support the ministry of Christian Academy in Japan in fulfilling its mission of equipping students to impact the world for Jesus Christ by providing opportunities for building “community”, spiritual growth, and fund-raising.
2. **ORGANIZATION:** Membership in PTA consists of:
 - 2.1. Current CAJ “Family”: parents of currently enrolled students, current staff and board members, and current SSS families;
 - 2.2. Past CAJ “Family”: alumni, parents of alumni, former staff and board members, and former SSS families;
 - 2.3. Missionary Community: those who are serving or have served as Christian missionaries sponsored by a church or sending agency from outside Japan.
3. **STRUCTURE:** PTA will be directly responsible to the Headmaster in matters of procedure and practice. Minutes of each meeting will be copied to the Leadership Team.
4. **MEETINGS:** PTA will sponsor various meetings throughout the year.
5. **EXECUTIVE COMMITTEE:**
 - 5.1. Qualifications: A PTA executive committee member:
 - 5.1.1. has a current connection to CAJ (such as a parent or grandparent of a currently enrolled student, a current staff member or spouse, and a current Board member or spouse), and
 - 5.1.2. has a desire to serve the Lord through the work of the CAJ community and is qualified for their particular job description, and
 - 5.1.3. has a growing relationship with and personal commitment to Jesus Christ and operates within Biblical principles.
 - 5.2. At the end of each school year, the executive committee will prepare a slate of officers for the following year. Qualified voters may nominate any person who meets the above qualifications and who agrees to let their name stand. This ballot will be presented to the general association for election/approval.
 - 5.3. The Headmaster will appoint a Staff Liaison to the executive committee.
6. **PRIVILEGES:** An annual fee will be charged for the privilege of participating in Thrift Shop. The fee is set at:
 - 6.1. Current CAJ “Family” (see above) are automatically given membership to the PTA.
 - 6.2. Past CAJ Family & Missionary Community:
 - ¥1000 per single unit
 - ¥2000 per family unit*

*“Family unit” is defined as parent(s) and child/ren.
7. **AMENDING OF GUIDING PRINCIPLES:** Amendments to these Guiding Principles may be proposed by a two-thirds majority of the executive committee at any executive meeting. This proposed amendment will then be presented to PTA members at least one month prior to the vote. The amendment will become effective immediately if approved by two-thirds of the votes received.