

# **Constitution of Lynden Christian School**

## **CONSTITUTION OF LYNDEN CHRISTIAN SCHOOL**

### **ARTICLE I**

#### **NAME**

The name of the Society shall be Lynden Christian School.

### **ARTICLE II**

#### **BASIS**

The basis of this Society is the infallible Word of God as interpreted by the Reformed Standards.

The Society is governed by the following guiding principles:

- (a) That all things have been created to the end that the Triune God may be glorified in and through them;
- (b) That God by His wise covenant arrangement has appointed the parent to be responsible for the training of the child to the end that God and His glory shall be central and supreme in life's total experience;
- (c) That the training of the child shall be continued under the parent's responsible supervision in a school that carries out the basic God-honoring, God-centered program begun in the home.

### **ARTICLE III**

#### **PURPOSE**

The purpose of the Society is to maintain a school for the daily instruction of our children, such instruction to be in accordance with Art. II and directed toward the end that these children may occupy their places worthily in society, church and state.

### **ARTICLE IV**

#### **MEMBERSHIP**

- (a) All who are in agreement with Article II of the Constitution and are at least 18 years of age and who contribute time, treasure, or tuition are eligible for membership in the Society. Additionally, all employees are eligible to be society members.
- (b) Membership includes the privilege of voting at the meetings of the Society as well as readiness to participate in activities on behalf of the school.

### **ARTICLE V**

#### **MEETINGS**

- (a) At least once per year or more often if they deem it necessary, the School Board shall call a general meeting of society members. The School Board must also call a general meeting whenever fifty or more members request the same with reasons given. These general meetings shall be publicly announced one week in advance.

- (b) The notice of a special meeting called shall include a statement of the reason for calling such a meeting.
- (c) Decisions shall be by oral vote and elections by ballot unless otherwise decided at the meeting. A majority of the votes cast shall determine the issue in each case except where otherwise required by this Constitution or by Robert's Rules of Order.

## **ARTICLE VI**

### **BOARD OF DIRECTORS**

The Board of Directors is the official governing body of all school matters to which all other school organizations are subordinate. To affect its purpose, the following provisions apply:

- (a) The Society shall choose from its membership a minimum of 10 members to act as a school board. Three-fourths of this board must be members in good standing of a Reformed Church.
- (b) The Nominating Committee shall consist of five (5) Society members selected at the Spring society meeting and (5) school board members. The Committee in nominating the Board members shall seek to represent the diversity within the Lynden Christian Society in terms of Church membership and geography. Additionally, they shall consider the gifts and talents needed on the Board to most effectively do its work. The Committee shall solicit suggested nominees from the entire Society.
- (c) All nominees for the School Board shall sign the adopted Covenant for Board Membership.
- (d) The Board members are elected for a term of four (4) years. The election process shall proceed as follows:
  - 1) A Nominating Committee shall present to the Board a list of candidates who are qualified and will to serve the Society as trustees. A minimum of two (2) qualified candidates shall be presented to the Board for each open position.
  - 2) The trustees shall select from the list of candidates a slate of nominees who shall be recommended to the Society for confirmation. There shall be a minimum of two (2) qualified candidates for each open Board position.
  - 3) Each candidate must receive at least a 75% confirmation vote from the Society in order to be eligible to serve as a trustee.
  - 4) From the Society confirmed slate of candidates, the new trustees shall be selected by lot. The Board may establish separate pools of the confirmed candidates in order to fulfill requirements for Board membership and/or meet areas of specific expertise needed on the Board before the selection by lot.
  - 5) Board members shall be eligible to serve for two (2) consecutive four (4) year terms (8 consecutive years) and shall be subject to the election process as described above.
  - 6) In case of a vacancy in the Board during the year, the Board shall choose someone from the Society to fill this unexpired term.
- (e) The Board of Directors shall hold a minimum of one meeting every other month.

## **ARTICLE VII**

### **OFFICERS AND THEIR DUTIES**

- (a) The School Board shall elect its own President, Vice-president, Secretary, Vice-secretary, Treasurer and Vice-treasurer.

- (b) The President, and in his absence the Vice-president, shall lead the meetings and enforce the Constitution of the Society. The President is ex-officio member of all committees and shall be notified of all meetings.
- (c) The Secretary, and in his or her absence, the assistant secretary, shall keep the minutes of all meetings, both of the board and the society, and attend to all correspondence.
- (d) The Treasurer, and in his/her absence the Assistant-Treasurer, shall have general oversight of the financial aspects of the society. The Treasurer shall have the responsibility to review the financial statements regularly, but not less than quarterly. The Treasurer shall delegate to the Director of Finance and Administration the ongoing accounting functions, including the receiving and paying out of all monies, keeping accurate records of all receipts and disbursements and the submission of a complete annual report, as stipulated in Section 7000 of this Policy manual.
- (e) The Board shall appoint a CPA or other professionally trained financial accounting expert to review the school's financial records at close of each fiscal year.

## **ARTICLE VIII**

### **FINANCES**

All money, personal and real property are under the supervision of the School Board, and no real estate may be purchased or sold without the consent of the Society.

Real Estate donated to the school through the endowment program is exempt. In disbursing donated, personal, and real property, the Board has authority to act without Society consent.

## **ARTICLE IX**

### **STAFF**

The appointment of the teaching staff, the administration of the school affairs, finances and the kind of instruction to be given, shall be regulated by the Board.

## **ARTICLE X**

### **DISSOLUTION**

In the event that the Society shall ever disband, the property remaining shall be left to some cause of Christian Instruction as may be decided by the Society.

## **ARTICLE XI**

### **AMENDMENTS**

Article I, II, III, and X may not be changed in basic aim and principle. All the other articles may be changed or amended by two-thirds majority vote, providing such changes do not conflict with the aim and purpose of the Society. All motions to change the Constitution must be presented to the Secretary at least sixty days before a general meeting with the necessary information and shall be brought to the general meeting by the School Board.