

CONSTITUTION OF THE CHRISTIAN SCHOOL ASSOCIATION OF VINELAND, NEW JERSEY

PREAMBLE

Mindful of God's will that children be taught the content and practical applications of His Word in every respect of learning and every activity of life (Deut. 6:4-9), and firmly believing that a Christian school will help us carry out our child-training responsibilities in a God-pleasing manner, we do hereby revise and adopt the following articles of Association to wit:

ARTICLE I - Name

The name by which this Association shall be known and incorporated is Christian School Association of Vineland, NJ.

ARTICLE II - Statement of Faith

- A. The basis of the Association shall be the Word of God as interpreted by the following statement of faith:
1. We believe the Bible to be the inspired and only infallible, authoritative Word of God. (II Timothy 3:16; II Peter 1:21)
 2. We believe that there is one God, eternally existent in three persons: Father, Son, and Holy Spirit. (Genesis 1:1; Matthew 28:19; John 10:30)
 3. We believe in the deity of our Lord Jesus Christ (John 10:33), in His Virgin birth (Isaiah 7:14; Matthew 1:23; Luke 1:35), in His sinless life (Hebrews 4:15; Hebrews 7:26), in His miracles (John 2:11), in His vicarious and atoning death through His shed blood (I Corinthians 15:3; Ephesians 1:7; Hebrews 2:9), in His bodily resurrection (John 11:25; I Corinthians 15:4), in His ascension to the right hand of the Father (Mark 16:19), and in His personal return in power and glory. (Acts 1:11; Revelation 19:11)
 4. We believe that for salvation of lost and sinful men, regeneration by the Holy Spirit is absolutely essential. (John 3:16-19; John 5:24; Romans 3:23; Romans 5:8-9; Ephesians 2:8-10; Titus 3:5)
 5. We believe in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a godly life. (Romans 8:13-14; I Corinthians 3:16; I Corinthians 6:19-20; Ephesians 4:30; Ephesians 5:18)
 6. We believe in the resurrection of both the saved and the lost: they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation. (John 5:28-29)
 7. We believe in the spiritual unity of believers in our Lord Jesus Christ. (Romans 8:9; I Corinthians 12:12-13; Galatians 3:26-28).
- B. This Association is committed to the following fundamental principles.
1. The instruction and education of children in the school must be in accord with the Word of God.
 2. Education is primarily the responsibility of the parents.
- C. This Association supports the following principles.
1. We believe that the term *marriage* has only one meaning; the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Gen. 2:18-25). We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other (1 Cor. 6:18; 7:2-5; Heb. 13:4). We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.
 2. We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God (Gen 1:26-27). Rejection of one's biological sex is a rejection of the image of God within that person.
 3. We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God (Matt. 15:18-20; 1 Cor. 6:9-10).

ARTICLE III - Purpose

The Association is charitable in its nature, and its purpose is to organize and operate, without profit, one or more private schools, which will give to the youth of the community instruction in all subjects usually taught in public and private schools. Such instruction is to be given in accordance with the tenets of Biblical Christian faith and this Constitution, to the end that the students may grow in grace and in the knowledge of God through our Lord Jesus Christ and become worthy citizens of our great nation.

ARTICLE IV - Membership

A. Definition of Membership

The Members of this Association are those persons having membership rights in accordance with the provisions of these bylaws. A member shall be considered to be in good standing if there are no outstanding debts owed the school, nor is there any pending action with regard to his/her membership.

B. Qualifications of Members

1. Members of this Association must state that they believe Jesus Christ is God; He is the only means of salvation of sinners; and they have personally accepted Him as their Lord and Savior;
2. Members of this Association must subscribe annually to the provisions of the Statement of Faith;
3. Members of this Association must subscribe annually to the Purpose of this Constitution;
4. Parent(s) having a student(s) enrolled in CCS and meeting the above requirement will automatically, be members of the association;
5. Faculty, part time, and full time support staff, but not including temporary employees such as coaches, substitute teachers, and bus drivers, meeting the above requirements, shall automatically become members of the association.
6. Upon request, those who do not have a student enrolled in the school but meet the qualifications and submit a yearly financial contribution toward the annual budget of fifty dollars or more per family which shall be received by May 15th, will be granted membership.
7. Members over the age of twenty-one shall have the right to vote at meetings of the Association and to hold office.

C. Terms of Membership

The term of membership in the Association shall begin on the first day of a student's attendance at the school and last as long as the member has a student enrolled in the school, or from July 1 to June 30, for those not having students enrolled.

D. Voting Rights of Members

Each voting member present at a meeting shall be entitled to one vote on each matter submitted to a vote of members at that meeting. Proxy votes shall not be permitted. The voting members shall have the right to vote on those matters identified in this constitution as needing a vote by the association membership.

E. Termination of Membership

Membership will terminate in this Association on any of the following events, and for no other reasons:

1. Receipt by the Board of Directors of the written resignation of a member;
2. Failure to renew membership;
3. Death of Member;
4. For cause inconsistent with membership;

ARTICLE V - Organization

- A. The Association shall consist of all duly approved members.
- B. A Board of Directors consisting of twelve (12) persons shall direct and conduct the affairs of the Association and school. They shall be elected by the Association from among its voting membership at the annual meeting of the Association.
1. The term of the office shall be three years, with 1/3 of the Board being elected annually for a three year term. Board members are eligible to succeed themselves. Vacancies occurring during the year may be filled by the Board until the next annual meeting, at which time a successor shall be elected to fill the unexpired term.
 2. No member of the Board of Directors may have contracts or conduct financial business with the school. No paid employee shall be eligible to serve on the Board of Directors. Any member of the Board of Directors must recuse himself/herself from discussions related to immediate family members.
 3. A member of the Board of Directors may not be removed from office except for unchristian walk of life or failure to fulfill Board responsibilities for a period of six months or more. Such action may only be taken by unanimous action of the other members at a meeting of the Board of Directors in which all current members were notified of that proposed action in advance.
 4. The chief school administrator shall be a non-voting member of the Board of Directors.
- C. The officers of the Board of Directors shall be the Officers of the Association. At its first meeting after the annual election of new Board members, the Board shall elect by ballot from among its members, a President, a Vice President, a Secretary, and a Treasurer. The term of the office shall be one year. These officers comprise the Executive Committee and shall be the legal representatives of the Association. They shall perform such duties as are required by law in the business and financial affairs of the Association.
- D. The Board for the Association shall have the responsibility to engage teachers, to acquire, hold and dispose of property (not Real Estate) and equipment, and to engage in such other activity as may be necessary to conduct its work.
- Exceptions:
1. Any action to relocate the school (or schools) or dispose of real estate, must be ratified by a two-thirds vote of the Association members present at a meeting called for this purpose.
 2. Any applications for a mortgage must be ratified by a two-thirds vote of the Association members present at the meeting called for this purpose.
- E. The Board shall hire the chief administrator of the school.
- The administrator of the school shall be responsible for the operation of the school according to the policies established by the Board.
- Questions regarding the administration of the school shall be referred to the chief school administrator. If the policies are to be reviewed or changed, this shall be done in Board meetings with the administrator present and participating.

ARTICLE VI - Election of Board of Directors

- A. The Nominating Committee shall consist of three (3) Board members whose terms do not expire in the current year and three (3) members from the Association. The three members from the Board, including the committee chair, shall be appointed by the Board president and approved by the Board of Directors. The three members from the Association shall be elected at the Association meeting preceding the annual Board election. The Board president and the chief school administrator shall be non-voting members of the committee.

- B. Before the election, members to be elected to the Board shall give a statement to their convictions concerning Christian education.

They shall also state their agreement with the following statements: *“I undertake, as God shall give me strength, to endeavor to live in full obedience to God’s will as it is set forth in the Scriptures, forsaking all ungodliness and worldly lust, walking in that holiness and temperance which will be an example unto the young and will adorn the doctrine of our Lord and Savior, Jesus Christ.”*

They must be faithful members of or in active fellowship with a church or assembly whose doctrine is in agreement with these articles.

- C. Nominating Committee Procedures:

1. On or before March 15th, the Nominating Committee shall mail nominating forms to all present members of the Association. These forms shall ask for the proposed person’s qualifications, two references, and the person’s church affiliation. The deadline for returning completed forms to the Nominating Committee is April 15th.
2. The committee shall meet on or after April 15th to begin selection and screening of nominees.
3. Church affiliation shall have no bearing on the number of candidates from any one church, but rather an individual’s total qualifications will be the prime consideration for selection.
4. All names recommended according to the above procedure shall be screened and voted upon by the Nominating Committee, and a 2/3 majority of the committee will be required to place a person in nomination for the Board of Directors.
5. The Nominating Committee shall be responsible to see that there is at least one person nominated for each open position. They shall contact all nominees for their consent to serve if they are elected.
6. The nominations approved and submitted by the committee shall be mailed to all Association members at least seven (7) days before the election.
7. The Nominating Committee is automatically discharged when its chair formally presents his report at the annual meeting.
8. At the annual meeting the president of the Association shall be responsible for asking for the statements of the nominees as required in Article VI.

ARTICLE VII - Duties of Officers

- A. The president shall preside at all meetings of the Board and of the Association and perform the other duties generally incumbent upon the office. The president shall be directly responsible for supervising and counseling the chief school administrator of the school. The president is an ex-officio member of all committees and shall be notified of all meetings.
- B. The vice-president shall perform the duties of president in the latter’s absence or disability.
- C. The secretary shall keep the minutes of the Board and Association, conduct the correspondence, and perform other duties associated with this office. The secretary shall be responsible for the preparation of the Annual Secretary’s Report containing a roster of all employees, enrollment by grades, policies adopted during the year, and any significant events in the life of the school.
- D. The treasurer shall oversee the receipt of all funds from the members or from any other sources contributing to the maintenance of the school. The treasurer shall see that they are deposited to the credit of the Association in a bank designated by the Board. The treasurer shall oversee disbursement of such funds, as designated in the annual budget or by the Board of Directors. The treasurer and/or administrative staff responsible for disbursement of funds shall be bonded.

The books of the treasurer annually shall have an independent professional audit. The fiscal year of the Association shall begin July 1st and end June 30th the following year.

ARTICLE VIII - Meetings

- A. The annual meeting of the Association shall be held during the month of May each year. The date, time, and place shall be determined by the Board of Directors. At the Annual Meeting, the secretary of the Board shall render a report of the activity and progress of the school (or schools) during the past year; the treasurer of the Board shall make a report of financial matters; the annual election of Board members shall take place; and any other necessary business of the Association shall be conducted.
- B. The president of the Board shall call a special meeting if at least (10) ten percent of the voting members of the Association request it, or when scheduled by a majority vote of the members of the Board.
- C. At least seven days' notice shall be given in writing to all members of the Association in advance of all meetings. When notice has been given, those members who appear at the time and place specified shall constitute a quorum.
- D. The Board of Directors shall meet regularly. At least fifty percent, not counting ex-officio members, shall constitute a quorum. Special meetings shall be called by the president or at the request of three (3) members of the Board.
 - By majority vote, the board can conduct meetings and vote via an electronic or technological medium. The board must meet in person at least one time per school semester.

ARTICLE IX - Committees

- A. Committees as determined by the Board may be established. Such committees shall help the Board as it provides oversight in such areas as education, facilities, finance, and public relations, as well as other areas of school operation.
 - The president, with the counsel of the other officers, shall appoint the chair from the Board to committees approved by the Board.
- B. Committee chair shall have liberty to appoint their own committees subject to approval by the Board.
- C. A member of the school administration shall be a voting member of all Board committees. This member will supply information regarding school operations as requested and will evaluate the operating implications of all proposed policies and will be responsible for advising the Board concerning the securing and retention of all teachers.

ARTICLE X - Personnel

- A. All principals, teachers, and other contracted personnel shall be appointed by the Board of Directors. All new faculty members and administrators must receive the unanimous vote of the Personnel Committee and the majority vote of the Board of Directors. All employees shall be appointed for such time, and under such conditions, and upon such salary as the Board of Directors may determine. All new teachers must be appointed for a term of one year. Reappointment will be made annually at the recommendation of the administration.
- B. All teachers and employees shall be appointed after they declare their unconditional acceptance of Articles II and III of this Constitution.
- C. Teachers shall be expected to maintain professional membership pertinent to their professional responsibilities as required by the Board of Directors. They shall attend meetings of the educational organizations when requested to do so by the administration.

- D. After a teacher has been appointed successfully for a term prescribed by the Board of Directors, he/she shall be eligible to receive tenure of office. Tenure of office may be terminated by the Board of Directors because of ill health, insubordination, or unchristian walk of life. Tenure of office may also be terminated, when on account of conditions or decreased attendance, the Board of Directors must decrease the number of teachers. For termination of tenure, a two-thirds vote shall be returned.
- E. All teachers shall give the Board two (2) months notice of intended resignation, and the Board in turn agrees to give teachers two (2) months notice of dismissal, except in the case of a teacher who proves unfit for the Christian life, in which case dismissal may be upon immediate notice.

ARTICLE XI - Course of Study

Any new course of study shall become part of the school curriculum when approved by the Board of Directors.

ARTICLE XII - Textbooks

All textbooks shall be approved by the Board of Directors.

ARTICLE XIII - Discipline

Principles of discipline shall be subject to the approval of the Board of Directors.

Administration of discipline shall be the responsibility of the administration appointed by the Board. Upon written request, appropriate Board committees will review any general principle or specific act of discipline.

No pupil shall be expelled except by act of the Board of Directors, after hearing everyone concerned, and its decision will be final.

ARTICLE XIV - Irrevocable Dedication

In the event of the dissolution of the school, and after the payment of all debts of the school, all the property and assets then held by the school shall be distributed to a national Christian school association with similar purposes and objectives as specified in Article III, none shall be distributed to any private benefit of any person.

ARTICLE XV - Amendments

This Constitution may be amended only by a two-thirds vote of the members present at any regular or special meeting of the Association provided, that the amendments have been proposed at the previous regular or special meeting.

By majority vote, the board can conduct meetings and vote via an electronic or technological medium. The board must meet in person at least one time per school semester.