



## **ARTICLE I - NAME**

The name by which this "Association" shall be known and incorporated is Valley Christian Academy, Inc.

## **ARTICLE II - PHILOSOPHY**

The educational philosophy of the Association is dependent upon the Bible, the inerrant, infallible Word of God, as our basis and reference for all truth (II Timothy 3:16). It is our final authority in all matters of faith and practice.

The educational process is viewed as a means used by the Holy Spirit to bring the student to God through personal faith in Jesus Christ as Lord and Savior, and to develop a Christian mind to fulfill God's will for his life both vocationally and personally (Colossians 2:3). Through this process, the student can mature spiritually, mentally, physically, emotionally, and socially to be a Christian witness in our society (Luke 2:52).

The mandate for Christian education comes from God directing His people to teach their children diligently the laws of the Lord (Deuteronomy 6:7). The Christian school acts as an extension of the family and of the church to help families bring up their children "in the nurture and admonition of the Lord" (Ephesians 6:4).

## **ARTICLE III – MISSION AND PURPOSE**

The mission of the Association is to provide, in accordance with the philosophy described in Article II, a Godly foundation in the students enrolled in Valley Christian Academy ("VCA") through Christ-centered education in cooperation with the Christian home and church so that VCA's students know, love and obey Jesus Christ. VCA exists as an extension of the home and of the church to fulfill God's commands to raise children "in the nurture and admonition of the Lord" (Ephesians 6:4), and to teach His words "diligently unto our children" (Deuteronomy 6:5-7). Our foundation rests upon acknowledging Jesus Christ as Lord and Savior, and the Bible as the Word of God--the final authority in truth and practice. We strive to help each child grow spiritually, mentally, physically, and socially through the dedication of teachers, administrators, and staff who love the Lord and desire to serve Him through the educational process. We rely on parents to help us through their prayer, their cooperation, and their active involvement in the life of VCA. Therefore, we believe that:

1. The Bible clearly gives the responsibility of training children to parents. VCA exists to help parents fulfill this biblical responsibility, but it does not replace the home. VCA attempts to support the home by reinforcing the biblical concepts and values taught at home and church.
2. Christian education involves the whole person, so it is desirable that all elements that bear on the education of a child can be consistent and properly reinforce one another.

In view of this, if the child's Christian school education is to be as effective as possible, it must be supported by a Christian home and a Christian church. All three should work together in a complementary fashion. Therefore, it is necessary that all the parents support the philosophy and academic program of VCA.

## **ARTICLE IV- OBJECTIVES**

The Association intends to implement its stated purpose and philosophy by providing each student with educational experiences that will enable the student to:

1. Believe that the Bible is the written Word of God.
2. Believe that God is the creator and sustainer of the universe and of man.
3. Believe that the Lord Jesus Christ is the Son of God who died for man's sins.
4. Grow as a Christian as he obeys the Word of God and maintains fellowship with Him.
5. Integrate school subjects with the Bible (integrate faith and learning).
6. Practice the application of Biblical principles to every part of daily life.
7. Become a life-long learner.
8. Have a command of the basic learning skills.
9. Apply himself/herself to his/her work and fulfill his/her responsibilities.
10. Develop self-understanding and a feeling of self-worth.
11. Work independently and cooperatively.
12. Develop creative skills.
13. Acquire habits and attitudes associated with responsible citizenship.
14. Understand our American heritage and the current problems facing our country and the world.
15. Develop and engage in wholesome recreation.

## **ARTICLE V - TENETS OF FAITH**

The Association adopts and subscribes to the following as a statement of its basic tenets of faith.

1. The Bible is the inspired and only infallible and authoritative work of God.
2. There is one God, eternally existent in three persons: God the Father, God the Son, and God the Holy Spirit.
3. We believe in the deity of our Lord, Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death, in His bodily resurrection, in His ascension to the right-hand of the Father, in His personal bodily return to this earth in power and glory.
4. The only means of being cleansed from sin is through repentance and faith in the precious blood of Christ.
5. Regeneration by the Holy Spirit is absolutely essential for personal salvation.
6. We believe in the sanctifying power of the Holy Spirit, whose indwelling in the Christian enables him to live a holy life. We are not perfect at this time, but are set apart as children of God.
7. We believe in the resurrection of both the saved and lost, the one to everlasting life and the other to everlasting damnation.

## **ARTICLE VI – MEMBERSHIP IN THE ASSOCIATION**

SECTION 1, MEMBERSHIP. The following classes of individuals generally shall be considered members of the Association:

1. All parents/legal guardians of students enrolled at VCA automatically are considered members upon enrollment.

2. All employees of the Association automatically are considered members upon employment.

3. Any person who supports the philosophy, purpose and objectives of the Association as set forth in Articles II, III and IV, contributes time, money or skills on behalf of the Association, and personally subscribes to its tenets of faith set forth in Article V, may apply to the Board of Trustees for membership. Upon consideration of the individual's application and an affirmative majority vote of the Board of Trustees, such individual shall be admitted to membership in the Association.

SECTION 2, TERMINATION OF MEMBERSHIP. Membership in the Association shall terminate immediately upon the occurrence of any of the following:

1. A parent/legal guardian shall cease to be a member under Section 1 upon the withdrawal of all students of the family from VCA for whatever reason.

2. An employee shall cease to be a member under Section 2 upon his/her termination of employment with the Association.

3. Any member shall cease to be a member upon a finding of good cause, as determined by a majority vote of the Board of Trustees. "Good cause," for purposes of this Section, shall be defined by the Board of Trustees in its discretion and shall include, but not be limited to, participation in activities or conduct that reflects adversely upon the reputation of the Association or violates the tenets of faith set forth in Article V.

SECTION 3, VOTING RIGHTS OF MEMBERS. All members in good standing shall be entitled to one vote on constitutional matters including but not limited to the adoption of amendments and the election of Board members. Notwithstanding the previous sentence, in no event shall any family have more than two votes (one for each parent/legal guardian). "Good standing," for purposes of this Section, shall be deemed not to exist if the parent/legal guardian member is 90 days or more in arrears in tuition payments as the date the member(s) seek(s) to cast a vote.

## **ARTICLE VII- MEMBERSHIP MEETINGS**

SECTION 1, ANNUAL MEETING. The annual meeting of the members of this Association shall be held during the month of February at a place and time designated by the Board of Trustees.

SECTION 2, SPECIAL MEETINGS. Special meetings of the members of the Association may be held at any time upon call of the President, and a majority vote of the Board of Trustees, or by written petition of twenty-five percent (25%) of the members in good standing of the Association.

SECTION 3, NOTICE OF MEETINGS. Notice of all meetings shall be forwarded to each member of the Association at least three (3) days prior to the date of such meeting.

## **ARTICLE VIII – BOARD OF TRUSTEES**

SECTION 1, PURPOSE. The Board of Trustees (the "Board") is the governing body of the Association. The Board shall operate in a manner consistent with the Articles of Incorporation and this Constitution.

SECTION 2, GENERAL POWERS AND RESPONSIBILITIES. The Board shall have control and management of the business, funds and property of the Association and VCA, subject only to the action of members in meeting assembled. In addition, the Board's responsibilities shall include, but not be limited to:

1. Adopting and amending the Association's Bylaws and the Valley Christian Academy Policy Manual.

2. Appointing standing, special and ad hoc committees in order to delegate the work of the Board, pursuant to the Association's Bylaws.
3. Determining the compensation of the Administrator, teachers, and any other paid employee of the Association, as well as any independent contractor, who shall, under the direction of the President and Board of Trustees, have charge of carrying on the work of the Association. The terms of employment or contract of any such individuals shall be determined by the Board.
4. Determining the amount of tuition to be paid by parents of children enrolled at VCA for each school year.
5. Voting on matters coming before the Board and, to the extent a Trustee serves on a committee, on matters coming before such committee.

Additional duties and responsibilities of the Board shall be set forth in the Bylaws.

SECTION 3, NUMBER AND STATUS. The number of elected Trustees shall be eleven (11), including one (1) member recommended by the Parent Teacher Fellowship ("PTF representative") and approved by the membership of the Association and ten (10) members elected by the membership of the Association ("at-large representatives").

The Administrator shall be an ex-officio member of the Board and of all committees.

SECTION 4, ELIGIBILITY. Only members of the Association may be considered for nomination to the Board of Trustees. In addition, a nominee must meet the following requirements throughout the nomination process, as well as during the course of serving on the Board, in order to be considered eligible to serve on the Board:

1. The nominee must be a member in good standing.
2. The nominee must have been actively involved with VCA for at least twelve (12) months prior to the date he/she seeks election.
3. The nominee may not be an employee or contractor of the Association. This prohibition extends to: (i) full-time or part-time faculty members; (ii) full-time or part-time staff members; (iii) full-time or part-time members of administration; (iv) auxiliary personnel; and (v) contractual personnel.
4. The nominee generally may not be the spouse of an individual described in subsection 3. The spouse of an individual described in subsection 3(ii) or (v) may eligible to serve if However, the Nominating Committee and the Board of Trustees shall use their good judgment when evaluating prospective Board Members and may make an exception for the spouse of a part-time staff member or contractor, provided such employee or contractor serves in non-sensitive areas (e.g. office aides and kitchen aides).

SECTION 5, MANNER OF SELECTION AND TENURE. Board representatives shall be elected for staggered three-year terms, so that three at-large representatives shall be elected at each of two annual meetings and three at-large representatives, plus a PTF representative, shall be elected at the third annual meeting.

Notwithstanding the general tenure provisions described above, any standing Board representative may either run for reelection for another three-year term or elect to extend his/her term for one year, provided the Board representative notifies the Board of his/her intent by no later than November 1<sup>st</sup> of the last year of his/her term (or such other date as may be approved by the Board). A PTF representative who intends to run for reelection or extend his/her term must also have the recommendation of the Parent Teacher Fellowship. In order to encourage a certain amount of regular Board turnover, the Executive Committee shall take reasonable measures to ensure that at least two (2) Board openings are available to new applicants each year. Furthermore, no Board representative other than the Administrator may serve for more than six (6) consecutive years. Finally, in order to maintain a broad non-denominational representation, the Board shall take reasonable measures to ensure that the number of Board representatives from any single church shall remain less than a majority.

In the event of a mid-term Board vacancy, the Board of Trustees shall fill the vacancy by a majority vote in the manner prescribed by the Bylaws.

SECTION 6, TRUSTEES' MEETINGS. The Board of Trustees shall hold monthly meetings, and may hold additional meetings, at such time and place as may be designated by the President or Bylaws.

SECTION 7, QUORUM. Six (6) Trustees shall constitute a quorum for the transacting of business.

SECTION 8, VOTING RIGHTS OF TRUSTEES. Each elected Trustee shall be entitled to one vote on matters coming before the Board and the committee(s) on which he/she serves. The Administrator shall not be entitled to vote on any matter coming before the Board or committees. Except as otherwise provided in this Constitution, the majority vote of a quorum of Trustees shall constitute an act of the Board. Voting may be done in person at a meeting, or by written or electronic ballot.

## **ARTICLE IX- OFFICERS**

SECTION 1, ELECTION AND DUTIES OF OFFICERS. At the June meeting after the annual selection of new Board members, the Board shall elect by ballot from among its members, a President, Vice-President, Secretary, and Treasurer. The term of each 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 and in keeping with the Articles of Incorporation.

SECTION 2, PRESIDENT. The President of the Association shall be the chief executive officer of the organization and shall preside at all meetings of the Board of Trustees, is an ex-officio member of all Board committees, but shall chair no committee, and performs such other duties as may be assigned to him by the Board of Trustees and the Bylaws.

SECTION 3, VICE-PRESIDENT. The Vice-President of the Association shall perform the duties of the President in his absence and shall have any other duties determined by the Board of Trustees and the Bylaws.

SECTION 4, TREASURER. The Treasurer of the Association shall have charge of the funds, keep all monies in the name of and to the credit of the Association in such bank or banks, as may be designed by the Executive Committee. He shall at all times keep full and accurate books of account and shall have any other duties determined by the Board of Trustees and the Bylaws.

SECTION 5, SECRETARY. The Secretary of the Association shall keep on file accurate accounts of all meetings of the Board of Trustees; shall keep accurate records of the attendance of all members of the Association, shall prepare reports for the Trustees whenever requested, and shall perform such other duties as may be required by the Board of Trustees and the Bylaws.

## **ARTICLE X - COMMITTEES**

The Board of Trustees may appoint standing, special and ad hoc committees for such purposes as it may deem advisable. All committees shall be chaired by a member of the Board of Trustees. All committee members must be approved by the Board of Trustees prior to appointment.

## **ARTICLE XI - PARENT ORGANIZATIONS**

The Parent-Teacher Fellowship (the "PTF") shall be the official organization representing the particular needs and concerns of VCA's parent population, in a manner consistent with this Constitution and in accordance with the Bylaws.

## **ARTICLE XII - NON-DISCRIMINATION**

This Association shall not discriminate against any individual on the basis of sex, race, color, or national or ethnic origin in its enrollment of students at its school and neither shall it discriminate on the basis of sex, race, color, or national or ethnic origin, in its hiring practices, admissions, or tuition assistance distribution.

## **ARTICLE XIII - AMENDMENTS**

This Constitution may be amended or repealed by a two-thirds vote of the members present and entitled to vote at any regular or special meeting called for that purpose, providing due notice and copies of all the proposed changes have been sent to each member of the Association at least ten (10) days prior thereto.

Notwithstanding anything to the contrary contained herein, neither the tenets of faith set forth in Article V, nor the requirement of their being subscribed to as a prerequisite for membership to the Association, nor the requirements of this paragraph, may be modified, amended, or left out of any new constitution of this Association, unless affirmatively voted upon by 90% of the current membership then eligible to vote.

## **ARTICLE XIV - BOOKS AND RECORDS**

The Association shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its meetings, Board, and committees having any of the authority of the Board, and shall keep at the registered or principle office a record giving the names and addresses of the members entitled to vote. All books and records of the Association may be inspected by any member or his/her agent or attorney, for any proper purpose, at any reasonable time, upon written approval of the Board of Trustees.