

Rock County Christian School Constitution



Rock County Christian School

The Rock County Christian School Association Constitution

Adopted April 3, 1984

Amended January 9, 1989

Amended October 14, 2013

INDEX

PREAMBLE

ARTICLE 1. NAME

ARTICLE 2. BASIS

- STATEMENT OF FAITH
- PHILOSOPHY OF EDUCATION

ARTICLE 3. PURPOSE

ARTICLE 4. MEMBERSHIP AND VOTING

ARTICLE 5. MEETINGS

ARTICLE 6. BOARD OF DIRECTORS

ARTICLE 7. DUTIES OF BOARD OF DIRECTORS

ARTICLE 8. OFFICERS OF THE BOARD AND THEIR DUTIES

ARTICLE 9. FINANCES

ARTICLE 10. THE STAFF

ARTICLE 11. AMENDMENTS

ARTICLE 12. DISSOLUTION

PREAMBLE:

Believing that the Bible gives Christian parents the responsibility and privilege of providing Christian Education for our children, and believing that this can best be accomplished by concerted action, we hereby affirm, and adopt, the following articles of association, to wit:

ARTICLE 1. NAME

This organization shall be known as the Rock County Christian School Association.

ARTICLE 2. BASIS

The basis for the association shall be the following Statement of Faith and Philosophy of Christian Education:

STATEMENT OF FAITH

1. We believe the Bible is the only inspired, infallible, and authoritative Word of God in the original text. It is the only rule of faith and practice for our lives.
2. We believe in the one God, eternally existent in three persons: Father, Son, and Holy Spirit.
3. We believe in the deity of Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory.
4. We believe that fallen man is in need of a complete regeneration by the Holy Spirit which is obtained only by grace through faith in Christ without any work or merit of his own.
5. We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life.
6. We believe in the resurrection of both the saved and the lost: the saved unto the resurrection of life and the lost unto the resurrection of damnation.
7. We believe in the spiritual unity of those who trust in Jesus Christ as Savior and Lord.
8. 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.
9. 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.
10. 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).
11. We believe that in order to preserve the function and integrity of Rock County Christian School as the local Body of Christ, and to provide a biblical role model to the association's members and the community, it is imperative that all persons employed by Rock County Christian School in any capacity, or who serve as volunteers, agree to and abide by this Position Statement on Marriage, Gender and Sexuality (Matt. 5:16; Phil. 2:14-16; 1 Thess. 5:22).
12. We believe that every person must be afforded compassion, love, kindness, respect, and dignity (Mark 12:28-31; Luke 6:31). Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the doctrines of Rock County Christian School.
13. We believe that all human life is sacred and created by God in His image. Human life is of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally

challenged, and every other stage or condition from conception through natural death. We are therefore called to defend, protect, and value all human life (Psalm 139).

Final Authority for Matters of Belief and Conduct

The statement of faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe. For purposes of Rock County Christian School's faith, doctrine, practice, policy, and discipline, our RCCS Board of Directors is the association's final interpretive authority on the Bible's meaning and application.

PHILOSOPHY OF EDUCATION

The educational philosophy of the Rock County Christian School Association is Bible oriented and dedicated to the task of developing a spiritually and academically integrated person.

The very cornerstone of our philosophy consists of the Bible, the only inspired, infallible, authoritative Word of God, which contains the fundamental truths of the Christian faith. (2 Tim. 3:16)

This philosophy is based on a belief in the eternal God. Man is created in the image of God for fellowship with Him; but the unregenerate man chooses to reject God. Man needs to be restored by committing his life to Jesus Christ as Lord and Savior.

Man is born with a sinful nature and therefore cannot please God; he must first experience a new birth in Christ, the source of all wisdom and knowledge, if he expects to realize his full potential. Only through regeneration, being created in God's image, can man glorify God.

We believe the young people in our school are valuable in God's sight and are worthy of our time and effort. (Matt. 10:31)

To best prepare the young people in our school to follow God's will for their life in society, the Rock County Christian School Association encourages development of moral and value standards consistent with the Bible.

We believe that God is the source of all truth. The Holy Spirit indwells each Christian and is significant in his education by bringing conviction of sin; revealing Christ's glory and guiding each believer into all truth.

God's word must be integrated into every area of the curriculum. A Christ-centered education must consider every aspect of the student's growth: spiritual, intellectual, physical, social, and emotional. (Luke 2:52) The principles of the Bible must permeate the total person.

All subjects are taught from a Christian perspective. We reject the division of truth into "secular" and "sacred" subjects for all truth in God's truth. The Bible itself should not be taught on an intellectual level only; instead it must be woven into the total fabric of the curriculum.

The Bible teaches that the primary responsibility for the education of the child lies with the parents. The school, however, aims to be an extension of the church and home, cooperating closely with the parents, clarifying the school's purposes, and helping make the home more God-centered.

The school encourages creativity, critical thinking, and good study habits, teachers and parents cooperate in encouraging the student to achieve self-control and self-motivation. The foundation for this internal control is the "new life in Christ". (2 Cor. 5:17)

Prayer by parents, teachers and students is a significant factor in helping students attain this life.

Our aim is to help the student to love—at home, work, play and worship—as Christ loved us. Students at the school need to experience personal joy in positive achievement, to feel secure and successful, to be responsible members of the Church, to be effective citizens for our government, and to honor the democratic principles upon which it stands.

Above all, our highest purpose is to encourage the student to grow up into the fullness of the stature of Christ and to become an effective witness for the Lord Jesus Christ.

ARTICLE 3. PURPOSE

The purpose of this association is to promote the advancement of Christian education for its own sake and to maintain a school for the daily instruction of our children, with such instruction to be in accordance with Article 2 and directed toward the end that these children may occupy their places worthily in society, church and state.

ARTICLE 4. MEMBERSHIP AND VOTING

All persons eighteen years of age or older, regardless of sex, race, or national origin, who are in agreement with Articles 2 and 3, and who contribute the current annual membership fees to the organization may be members of the association.

All parents and guardians of children attending the school are considered to have paid the current annual membership fees.

Membership includes the privilege of participating in the organizations activities on behalf of the school, and being eligible for nomination by the nominating committee to, and service on, the board of directors.

A nominating committee appointed by the board of directors shall present names for board vacancies. Elections shall be by a vote of the Rock County Christian School Association at the April meeting. Positions would be filled by those with the highest plurality. Nominations shall be by the nominating committee only.

ARTICLE 5. MEETINGS

The association shall hold two business meetings each year, to be held in April and October with the exact time and place of the meeting to be set by the board of directors.

Other association meetings may be called at any time by the president or secretary of the board of directors provided such a meeting is requested in writing by at least one-fourth of the association members or by a majority vote of the board of directors. Such a request must state the reason(s) for calling the meeting. Notice of such meeting must also include a statement of the reason(s) for calling such a meeting and must be mailed in writing two weeks in advance of the meeting to all association members of record.

At the biannual meetings reports on the activity and progress of the school shall be made. The annual election of new board of directors members shall take place at the April meeting, the term of office begins on July 1.

Voting may be done by a show of hands or by written ballot. Elections, however, shall be by written ballot unless otherwise decided at the meeting. A majority of votes cast (i.e., one half of the votes cast plus one) shall determine the issue in each case, except where otherwise required by this constitution.

A quorum shall consist of the association members present at the meeting.

ARTICLE 6. BOARD OF DIRECTORS

The board of directors shall consist of not more than nine members chosen by the association. The term of office shall be for three years.

In the event of a vacancy on the board, the board shall have the right to appoint an interim board member to fill the unexpired term until the next association meeting in April. The appointee must meet all the qualifications as listed in this section.

All board members must declare their unconditional agreement with Articles 2 and 3 of this constitution: they must regularly attend a church whose doctrine is in agreement with these articles; they must be scripturally sound in their belief; and they must lead exemplary lives.

The board of directors shall plan to hold one stated meeting each month.

Meetings of the board of directors are open to the association members, except for certain confidential matters involving property acquisition or sale, confidential student matters or personnel matters.

ARTICLE 7. GENERAL DUTIES OF THE BOARD OF DIRECTORS

The board shall determine school policies in harmony with the association constitution and in accordance with association decisions. These policies shall be kept in a policy manual.

The board shall select an administrator ~~and teaching staff~~ qualified to ~~carry out~~oversee the educational program and policies of the school.

The board may appoint out of its membership such committees, as it may deem necessary for the performance of its duties. Such appointments shall be made as the board deems necessary. Additional members may be appointed from within the membership of the association by the board president. Other qualified persons who are non-members may be advisory members of a committee.

- Any and all committees shall bring all recommendations to the board for final determination.
- The function and authority of any such committees may be more fully defined the policy manual.

The board shall organize in a way to most effectively fulfill the following duties:

EDUCATION:

- Keep itself informed in regard to the scholastic quality and Christian character of the instruction given, the course of study, discipline, equipment, etc.

FINANCE:

- Each year the board of directors shall approve a budget submitted by the administration. The board of directors may assist the administration in producing a working budget.
- The board shall assist the Administrator in devising ways and means of obtaining the necessary funds for operating the school, and require that accurate records be maintained.
- ~~• Consider all matters relative to the educational program and policies of the school.~~
- ~~• Investigate the qualifications of the candidates for administrative and teaching positions. The board shall hire and set salaries.~~

~~FINANCE:—~~

- ~~• Adopt a budget for the following year.~~
- ~~• Determine the way the school is to be maintained financially, including the various sources of income and how moneys are to be collected from these sources.~~

PUBLIC RELATIONS:

- Determine a regular, planned, program of action by means of which the cause of Christian education may be advanced and strengthened.
- Make the necessary arrangements for carrying out such a program.
- The board shall promote Christian education in the community by means of public meetings, literature, advertisements, or other means the board deems appropriate.

BUILDING:

- ~~• Make periodic visits to the school in order to determine physical needs and maintenance requirements of the school buildings and grounds.~~
- ~~• Concern itself with all phases of the proper care, maintenance and adequacy of the physical equipment of the school.~~
- ~~• Determine the appointment, work and salary of the custodians.~~

TRANSPORTATION:

- ~~• Arrange for a system of safe, efficient, and prompt transportation of pupils to and from school.~~
- ~~• If needed, make necessary arrangements or establish appropriate bus routes to carry out the recommended program.~~
- ~~• If needed, arrange for the appointment, safety, standards, qualifications, job description, and salary of the bus driver(s).~~

ARTICLE 8. OFFICERS OF THE BOARD AND THEIR DUTIES

At a set meeting each year subsequent to the association's election of board members; the board shall elect the following three officers: President, Vice-President, and Secretary.

It shall be the duty of the president to preside at all meetings of the board and of the association, and to enforce the provisions of the constitution. The President is an ex-officio member of all committees and shall be notified of all committee meetings.

The vice-president shall assist the president whenever possible in the discharge of his duties. In the absence of the president, the vice-president shall take his or her place.

The secretary shall be responsible for the official records of the organization; and enter into the records of the organization the minutes of all meetings of the Association and the board after they have been approved.

~~ARTICLE 9. ORDER OF PROCEDURE AT BOARD MEETINGS~~

- ~~a. Prayer~~
- ~~b. Roll Call~~
- ~~c. Reading of minutes of previous meeting~~
- ~~d. Financial report~~
- ~~e. Reading of papers and correspondence~~
- ~~f. Report of the administrator, (presented orally, but also submitted in writing)~~
- ~~g. Report of standing committees~~
- ~~h. Report of special committees~~
- ~~i. Consideration of unfinished business~~
- ~~j. Consideration of new business~~
- ~~k. Adjournment and prayer~~

ARTICLE 9. FINANCES

The funds necessary for the operation of the school are expected to be obtained primarily from the payment of tuition by the parents of the children in school.

~~The budget shall serve as a guide to the board in its determination of the annual tuition rate per child.~~

All persons shall be encouraged to share in the financial, moral, and prayerful support of the school, whether or not they have children in the school.

In the event the requirements of the budget are not met by tuition receipts, moneys shall be raised by special donations, church offerings, fund drives, contributions from organizations and by other means consistent with the basis and character of the organization.

All monies received shall be deposited in the name of the association in a bank approved by the board and no disbursements shall be made except by check. ~~No expenditures or commitments of money shall be made without the prior approval of the board.~~

~~The board may delegate the day-to-day operation of the business office to the administrator or his or her designee, including the disbursement of approved payments.~~—The administrator shall give a report

regarding the finances of the organization at the monthly meeting of the board and at the biannual business meeting of the organization.

ARTICLE 10. THE STAFF

ADMINISTRATOR

~~The employees shall be appointed by the board after a careful consideration of their spiritual, academic, and physical qualifications. They shall be appointed for such terms and with such salary and other conditions (except as herein expressly provided) as the board may determine. The administrator/principal shall make recommendations to the board concerning the selection of all staff.~~

The board of directors shall hire the administrator. The administrator shall hire and oversee competent and qualified staff sufficient to carry out the mission of the school.

The administrator shall be considered the Chief Educational Officer (CEO) of the school and has responsibility for the day to day operation of the school.

The administrator shall fulfill all duties and responsibilities in full accord with policy set by the Board of Directors.

The administrator shall develop policies that help to manage funds in a manner consistent with the Scriptures and to do so in a way that is above reproach. The Board may assist the administrator in developing a working school budget which must be adopted annually and presented to the full board of directors for ratification

The administrator shall prepare a course of study outlining the work for each grade. ~~After approval by the board, such course of study shall govern all instruction in the school.~~

~~The school term shall be determined by the board and consistent with State regulations. Holidays and vacations shall be allowed as decided upon by the board.~~

The administrator as the expert in all school matters shall be an advisory member of the board of directors and of its standing committees.

ADMINISTRATOR- BOARD OF DIRECTORS RELATIONSHIP

HIRING AND RELEASE OF THE ADMINISTRATOR

The Board of directors hires the School's Administrator. The Administrator shall answer directly to the Board of directors. The Board of directors has the authority to hire and dismiss the Administrator at will.

EVALUATION OF THE ADMINISTRATOR

An annual written evaluation of the Administrator's job performance will be performed solely against the expected school Administrator job description and organizational operation within the boundaries established in school policies.

The Board of directors will complete this evaluation.

BOARD DECISIONS

Only decisions of the Board of directors are binding on the Administrator.

ACCOUNTABILITY OF THE ADMINISTRATOR

The Administrator is the Board of director's only link to operational achievement and conduct, so that all authority and accountability of staff, as far as the Board of directors is concerned, is considered the authority and accountability of the Administrator. Accordingly:

- The Board of directors will never give instructions to persons who report directly or indirectly to the Administrator.

- The Board of directors will refrain from evaluating, either formally or informally, any staff other than the Administrator.

OTHER STAFF

All employees must declare their unconditional agreement with articles 2 and 3 of this constitution: they must regularly attend a church whose doctrine is in agreement with these articles; they must be Scripturally sound in their teaching; and they must lead exemplary lives.

~~All teachers as well as the board shall abide by the terms of the contract entered into by both parties. The terms of such contract become null and void when either party fails to abide by these terms. The board has the authority to dismiss a teacher who proves to be unfit for the work because such teachers' instruction or personal life conflicts with the basis and/or purpose of the organization. The substance of this article shall be made a part of all contracts entered into with members of the staff.~~

ARTICLE 11. AMENDMENTS

This constitution may be amended by a two-thirds vote of those present at any regular meeting of the association provided that two weeks previous notice has been sent to each member stating the desired change. The substance of Articles 2, 3, and 11 of this constitution are not subject to change.

ARTICLE 12. DISSOLUTION

In case of dissolution of the Association, the property and moneys belonging to the organization shall, after liquidation, be donated to such tax-exempt Christian educational cause as the organization may determine.