

SOUTHWEST MINNESOTA CHRISTIAN SCHOOLS

ARTICLES OF INCORPORATION

ARTICLE I

Corporate Name

The name of this Corporation shall be Southwest Minnesota Christian Schools, Edgerton, Pipestone County, Minnesota.

ARTICLE II

Basis

The basis of the Corporation and of the instruction given the children by means of the school (s) of the Society is the infallible Word of God as interpreted in accordance with the Reformed Confessions: The Heidelberg Catechism, The 37 Articles of Faith* and The Canons of Dort.

* Note: The 37 Articles of Faith refer to the Belgic Confession.

ARTICLE III

Purpose

The purpose of this Corporation is to provide for and give to our youth that week-day instruction which is in agreement with Article II of this Constitution and which is necessary if they as children of God's covenant are to occupy their places worthily in society, church, and state; and to propagate for this cause of Christian instruction and education by means of lectures, pamphlets, etc.

The object and purpose of this Corporation shall be to establish, conduct, and maintain a school for Christian education for instruction in accordance with the Word of God as set forth in the Three Forms of Unity of the Reformed Churches. To this end, this Corporation may lease, hold, purchase, sell such real estate and personal property as may be necessary or reasonably incident to the said purpose and objectives and the financing thereof, it may take such property by gift, devise or purchase, it may employ teachers, grant diplomas and awards, it may make charges for tuition of students and solicit funds, and without limiting the foregoing, it may do whatsoever is necessary and proper and lawful in the establishment, maintenance and operation of such a school, and to accomplish the said objects of this Corporation.

ARTICLE IV

Period of Duration

The period of existence of the Corporation is perpetual.

ARTICLE V

Covenantal Membership

All parent(s) or guardian(s) of the children currently attending the school(s) for this Corporation, and any other persons, who have reached the age of 18 years and have enrolled as members are members of the School Society. Registered members of the School Society have the right to vote at meetings, provided that they agree, in writing, with Article II and III of this Constitution. Societal membership shall be reviewed and approved by a majority vote of the Board of Trustees before membership shall be effective.

ARTICLE VI

Board of Trustees

The number of members on the Board of Trustees from time-to-time shall be set forth by the current Board of Trustees, except that there shall at all times be not less than ten (10) and not more than (20) persons serving as members with the following provisions:

1. Those eligible to hold office must be a member of this Corporation and a communicant member of a Church having the Reformed Faith as set forth by the Apostles Creed and Three Forms of Unity.
2. Each Board of Trustees' member shall sign a subscription agreement in accordance with Article II and Article III of this Constitution.
3. The Board of Trustees shall elect its own officers annually.
4. The Board of Trustees shall determine the various school policies within the framework of the Constitution of the Corporation.

ARTICLE VII

Duties of the Board of Trustees

Section 1. At its first meeting after each annual meeting of the Corporation the Board of Trustees shall elect out of its members for one year the following six officers. President, Vice-President, Secretary, Receiving Treasurer, Disbursing Treasurer, and General Adjunct.

Section 2. It shall be the duty of the President to preside at all meetings of the Board of Trustees and of the Corporation and to enforce the rules and regulations of the Constitution. The President appoints all committees.

Section 3. The Vice-President shall assist the President whenever possible in the discharge of the duties. In the absence of the President, the Vice-President shall take the President's place.

Section 4. The Secretary shall take care of the official documents of the Corporation, conduct all correspondence, and enter into the records of the Corporation the minutes of all meetings of the Corporation and Board of Trustees after they have been approved.

Section 5. The Receiving Treasurer oversees the duties of the school secretary/bookkeeper. All monies received shall be deposited in the name of the Corporation in a banking house approved by the Board of Trustees. The Receiving Treasurer shall report the receipts of the Corporation at each monthly meeting of the Board of Trustees and a composite annual account shall be presented at the annual meeting of the Corporation.

Section 6. The Disbursing Treasurer is responsible for all disbursements. The Disbursing Treasurer shall report the disbursements of the Corporation at each monthly meeting of the Board of Trustees and a composite annual account shall be presented at the annual meeting of the Corporation.

Section 7. The General Adjunct shall temporarily replace any absent officer except the President.

Section 8. The meeting of the Board of Trustees shall be held in Edgerton, Minnesota and not more than sixty days after the annual meeting. Between the annual meeting and the first meeting thereafter of the Board of Trustees the incumbent officers of the Board of Trustees shall have full authority as given under these articles at such meeting of the Board of Trustees.

ARTICLE VIII

Amendments

This Constitution may be amended by a two-thirds vote at any regular meeting of the Corporation, provided that at least two weeks notice has been sent to each member stating the desired change. The notice of change need not be published in a legal newspaper. Article II and Article III of this Constitution, however, are not subject to change.

ARTICLE IX

Dissolution

In case of dissolution of the Corporation the property and monies belonging to the corporation as a body shall be donated, after liquidation, to such religious or Christian educational causes which are then exempt under Internal Revenue Code 501 (c) (3) and as may be decided upon by the members of the Corporation at a meeting called for the purpose of dissolution and further to be in conformity with this Constitution and in conformity with the Laws of the State of Minnesota.

By-Laws

ARTICLE I

Board of Trustees

The affairs and business of the Corporation shall be conducted by a Board of Trustees, also called the School Board, (unless otherwise provided for in these By-Laws), to be elected at the regular meeting of the members of this Corporation.

Members of the Board of Trustees shall be elected in accordance with Article VI of the Constitution, also called the Articles of Incorporation, and in such manner that the various groups cooperating with the School shall be duly represented according to the size of the groups.

The terms of office for members of the Board of Trustees shall be so arranged that as nearly as possible one-third of their number shall expire each year.

ARTICLE II

Vacancies on the Board of Trustees

Two candidates for each vacancy shall be nominated by the Board of Trustees, but other persons may be nominated by the members at the meeting before voting commences.

ARTICLE III

Annual Meeting

The annual meeting of the members of this Corporation shall be held at Edgerton, Minnesota, at such a place and time as the Board of Trustees shall determine.

**Meeting agenda and relevant information will be sent out and conveyed to registered Society members prior to the meeting.

ARTICLE IV

Notice of Meetings

Notice of annual meetings and all special meetings of the Society shall be given through various means of communication at least two weeks before the meeting.

ARTICLE V
Special Meetings

Special meetings of the Society may be called at any time by the Board of Trustees, the President of the School Board, or by a written request of 25 members of the Society, provided that reasons for calling such special meetings are specified in said request.

Notice of all such meetings of the Society shall be given by various means of communication at least three days prior to the meeting. When such notice has been given, those registered voters who appear at the time and place specified shall constitute a quorum.

The majority shall rule in all cases, except where otherwise required by this Constitution or its by-laws or Robert's Rules of Order.

ARTICLE VI
Societal Membership

Southwest Minnesota Christian Schools shall establish a Society Membership Registry. The School Society, as defined in Article V of the Articles of Incorporation, shall be made up of registered members who are in written agreement with Article II and Article III of said document.

The Registry of Membership shall be regularly maintained and supervised by the School Board. By signing the Membership Registry Agreement, which contains the Formula for Subscription, a person is eligible for membership and voting privileges in the School Society. All applicants are subject to School Board approval.

ARTICLE VII
Standing Committees

The standing committees of the Board of Trustees shall be four in number: Education, Finance, Building & Grounds, and Promotions. Special committees may be appointed for special purposes as the need for such arises.

ARTICLE VIII

General Duties of the Board of Trustees

The Board of Trustees shall determine the time and the place of its meetings. There should be at least one School Board meeting per month. The Board of Trustees shall have charge of all matters pertaining to the business of the Corporation, and the conduct and the operation of the business, thereof.

1. The Board of Trustees shall assure itself through its representatives who shall visit the school each month, that the educational policies are duly carried out in the school.
2. The Board of Trustees shall devise ways and means of obtaining the necessary funds for operating the school and determine how these funds shall be distributed.
3. The Board of Trustees shall appoint out of its board membership such committees as it may deem necessary for the performance of its duties. Such appointments shall be made annually by the President of the Board of Trustees.
4. The Board of Trustees may not construct or buy any real estate without 60% approval of the registered members present at a legal Society meeting.
5. The Board of Trustees may not dispose of any property of the Society unless ratified by the Society at a legal meeting with a 75% vote of the registered members present at this meeting.

ARTICLE IX

Employees & Formula For Subscription

1. All employees (teachers, administrators, staff and coaches) shall be hired by perspective Board Committees after careful consideration of their character, training, and other qualifications. They shall be hired for such terms and upon such salary and, other conditions (except as herein expressly provided) as the appropriate committee may determine from time to time.
2. All employees must lead a Christian life and declare their unconditional acceptance of the basis and purpose of the Society as expressed in Article II and Article III of this Constitution. Additionally, all teachers must be Scripturally sound in their teaching and to the best of their ability must model Christ to their students and community.
3. All employees will annually agree in writing to the policies, rules, and regulations found in the Employee Handbook.

4. A Board/Administration approved course of study outlining the work of each grade shall be adhered to by all the teachers.
5. The School calendar shall be determined by the Board of Trustees.
6. All employees shall sign and adhere to the Formula for Subscription as part of his or her contract.

FORMULA FOR SUBSCRIPTION

We, the undersigned, employees of Southwest Minnesota Christian Schools, declare by our signatures that we believe the Holy Scriptures to be true according to the Reformed Faith as set forth by the Apostles' Creed and Three Forms of Unity (The Heidelberg Catechism, The Belgic Confession, and The Canons of Dort). We promise to instruct the students in accordance with the Biblical principles formulated in said Reformed Standards, to maintain discipline according to Christian principles, and to be Christ-like examples to the students.

ARTICLE X.

Non-discriminatory Policy

It shall be the policy of this Corporation to enroll the children of parent(s) or guardian(s) in accord with the Article II and Article III of the Constitution. In no instance, however, shall there be any discrimination against applicants or students on the basis of race, color, and national or ethnic origin.