

Unity Christian High School



The Constitution

*"Developing followers of Christ
to be leaders"*

Faith.
Excellence.
Service.



Unity Christian High School Association Constitution

PREAMBLE

It is our belief God calls Christian parents to provide Bible-based, faith-infused education for children in Christian community. We do hereby make and adopt the following Articles of Association: (Adopted 1/22)

Article 1 NAME

This organization shall be known as the Unity Christian High School Association. (Adopted 1/22)

Article 2 BASIS

The basis of this Association is the infallible Word of God as historically understood in the Reformed tradition and as expressed in the Belgic Confession, the Heidelberg Catechism, and the Canons of Dort. The Association is not an ecclesiastical body nor is it subject to any ecclesiastical organization. (Adopted 1/22)

Article 3 PURPOSE

The purpose of this Association is to maintain a school for Christian secondary education consistent with standards as set forth in Article 4. (Adopted 1/22)

Article 4 STANDARDS

This organization is committed to the following educational standards, and all instruction is to be in accordance with these standards. (Adopted 1/22)

1. The relationship between God and His people as taught in the Bible forms the foundation of a faith-infused Christian education. Supported by its foundation, the mission of a Christian education is to equip students with knowledge and skills, allowing them every opportunity to develop as followers of Christ to be leaders. (Adopted 1/22)

2. The primary responsibility for the education of their children rests upon the parents (Deut.6:6-9, Eph. 6:1-4). They may delegate a part of this responsibility to an institution which is able to carry forward their God-given task. The authority of an educator in providing a faith-infused education is derived from the fact that they stand in loco parentis; in subject matter their authority is derived from a faithfulness to the laws of God as revealed in Scripture and in creation. (Adopted 1/22)

3. Males and females are created in the image of God. They are defined by their relationship to God in which God addresses them, always and everywhere, and demands of them a response of total discipleship in all of life. (Adopted 1/22)

4. A faith-infused Christian education acknowledges the brokenness and separation from God brought by the Fall. However, we also find freedom through the grace and forgiveness available to all sinners through Christ's death and resurrection. A Christian education guides students to increase their faith through a growing confidence of God's promise of salvation and an ongoing desire to serve Him in all areas of life. (Adopted 1/22)

5. The intention of a faith-infused education is the discovery of God in all aspects of school life. This education allows students to function as Kingdom workers in any area of life to which God calls them. Using God's Word as the standard for instruction and discernment guides students to live by faith, with excellence, and for lives of service – loving God above all and their neighbor as themselves. (Adopted 1/22)

Article 5 MEMBERSHIP

Section 1. No one shall on grounds of race, color, or national origin be excluded from admission to Unity Christian High School.

Section 2. In addition to the other requirements of membership set forth in this Article, the following persons are entitled to be voting members of the Association:

- All supporting parents and guardians of children who attend Unity Christian High School, and maintained by this Association;
- All Trustees at Unity Christian High School;
- All staff members at Unity Christian High School; and
- All persons whose recorded contributions towards support of Unity Christian High School, or its Foundation, for the prior year is not less than 10% of the tuition for that year. (Adopted 1/22)

Section 3. Membership gives members the privilege of voting at the meetings of the Association, but also includes the requirement that those who cast a vote at the meetings of the Association affirm and support the Basis, Purpose, and Standards laid out in Articles 2, 3, and 4 of this Constitution. (Adopted 1/22)

Section 4. All those entitled to membership as listed in Section 2 of this Article, are required to agree with Articles 2, 3, and 4 of this Constitution, and at any meeting of the Association, the Trustees president may ask those present to affirm their agreement with these articles as a test of their eligibility to vote, as determined by the Trustees. (Adopted 1/22)

Article 6 GENERAL OFFICERS

The general officers of this Association shall be President, Vice-President, Secretary, Treasurer, and Vice-Gerent of the Trustees. (Adopted 1/22)

Article 7 TRUSTEES

Section 1. Trustees shall consist of not less than six or more than ten people. Trustees shall have supervision over all property of the Association and over all matters pertaining to the aim and purpose of the Association as set forth in this Constitution. Each Trustee shall be required to subscribe in writing to the following pledge: (Adopted 1/22)

“I hereby solemnly declare (1) that I believe the Scripture of the Old and New Testaments to be the Word of God, the only infallible rule of faith and practice, (2) that I sincerely receive and adopt the Belgic Confession, the Heidelberg Catechism, and the Canons of Dort as setting forth the system of truth taught in the Holy Scriptures, and (3) that I approve the Constitution of the Unity Christian High School Association and will faithfully endeavor to carry into effect its Articles and provisions.”

Section 2. Trustees shall serve for a term of three years. Trustees may consent to serve an extended term of three years at the conclusion of the served term subject to the recommendation of the Trustees and affirmation by the Association. Members who have completed an extended term shall not be eligible for nomination for two years. (Adopted 1/22)

Section 3. Any candidate nominated by the Trustees, shall be presented to the Association for affirmation. (Adopted 1/22)

Section 4. Vacancies occurring during the year shall be filled at the next meeting of the Association. A person nominated and affirmed shall complete the remaining term of their predecessor. (Adopted 1/22)

Section 5. Current Trustees are responsible to select individuals to serve as Trustees from within the community served by Unity Christian High School Association. Every effort shall be made to have the Trustees be represented by individuals from the geographical areas that include the Eastern Ottawa Christian Schools. Trustee representation shall be reviewed periodically. (Adopted 1/22)

Section 6. The Trustees shall meet at least four times annually. (Adopted 1/22)

Article 8 TRUSTEE OFFICERS AND THEIR DUTIES

Section 1. The offices held by the Trustees shall be the President, Vice-President, Secretary, Treasurer, and Vice-Gerent. Trustees shall elect its officers for a term of one year at its June meeting. (Adopted 1/22)

Section 2. The President shall preside at all meetings of the Trustees and of the Association. The President shall, with the advice and consent of the Trustees, appoint all committees. The President shall be an ex-officio member of all committees, but shall not have the right to vote except on those committees of which the President is not a chairperson. (Adopted 1/22)

Section 3. The Vice-President shall assist the President in the discharge of their duties whenever possible and, in the absence of the President, shall assume their duties. (Adopted 1/22)

Section 4. The Secretary shall be responsible for all the official correspondence of the Trustees and shall keep accurate minutes of all meetings of the Trustees and of the Association. (Adopted 1/22)

Section 5. The Treasurer shall be entrusted with the Association's funds. All monies received shall be deposited in a bank approved by the Trustees. All disbursements shall be made within the guidelines of the approved budget. The Treasurer shall give a written financial report at each regular meeting of the Trustees and at the annual meeting of the Association. (Adopted 1/22)

Section 6. The Vice-Gerent shall assist the Treasurer in their duties and shall exercise the powers of the Vice-President, the Secretary, and the Treasurer in their absence. (Adopted 1/22)

Article 9 THE STAFF

Section 1. The Principal/CEO and educators shall be appointed by the Trustees after careful consideration of their spiritual, academic, and physical qualifications. All members of the administrative and education staff must declare their agreement with Article 4 of this Constitution. They must actively participate in the ministry of a Christian church. They must agree with the historical understanding of the three doctrinal standards of the Reformed tradition as expressed in the Belgic Confession, the Heidelberg Catechism, and the Canons of Dort. They must be scripturally sound in their teaching and are expected to lead exemplary Christian lives. (Adopted 1/22)

Section 2. The staff shall be appointed for such terms and with such salary and other conditions as the Trustees may determine. The Trustees retain the authority to dismiss an educator who proves to be unfit for service because their instruction, religious commitments, or personal life conflicts with the standards of this Association. (Adopted 1/22)

Section 3. The Principal/CEO shall be an advisory member to the Trustees and its committees. It shall be their duty to attend all Trustee meetings and be prepared to give reports and advice on all matters pertaining to the organization. The Principal/CEO shall prepare an annual report for the meeting of the Association. (Adopted 1/22)

Section 4. The administration shall have the power to suspend a student guilty of serious misconduct. The power of expulsion rests with the Trustees. (Adopted 1/22)

Section 5. A course of study shall be prepared by the Principal/CEO in collaboration with the Director of Instruction and educational staff. Trustees shall have responsibility over the instruction of the school. (Adopted 1/22)

Section 6. The length of the school day and the school calendar shall be approved by the Trustees. The length of the school term will closely resemble the regulations of the State Board of Education. (Adopted 1/22)

Section 7. There shall be regular faculty/staff meetings to promote, support, and carry out the purposes of faith-infused education. (Adopted 1/22)

Article 10 MEETINGS OF THE ASSOCIATION

Section 1. An annual meeting of the Association for the affirmation of Trustees and the transaction of such other business as may properly come before it shall be held in April. (Adopted 1/22)

Section 2. The Trustees along with the Principal/CEO shall set the time and the place and prepare the agenda for all meetings of the Association. (Adopted 1/22)

Section 3. The Trustees along with the Principal/CEO shall announce all regular and special meetings of the Association at least two weeks in advance. (Adopted 1/22)

Section 4. Special meetings of the Association may be called by the Trustees when necessary. The Trustees shall determine to hold a special meeting of the Association when such a meeting is requested by at least two hundred members of the Association. Such a request must state the reason(s) for calling the meeting. (Adopted 1/22)

Article 11 PROPOSALS

Members of the Association who wish to have certain matters appear on the Association meeting agenda must present their proposals in writing to the Trustees at least thirty days prior to the time of the annual meeting. Association members proposed changes to the Constitution must be submitted at least ninety days in advance. Trustees have the responsibility to review all proposals and Constitution changes to evaluate validity of the proposed changes and the Trustees response to the proposed changes. (Adopted 1/22)

Article 12 FINANCES

Section 1. Unity Christian High School Association shall be maintained primarily by tuition and gifts. The tuition rate for each year shall be proposed by the Trustees and affirmed by the Association at its annual meeting. (Adopted 1/22)

Section 2. At the annual meeting in April the Trustees shall submit an operating budget for affirmation by the Association. (Adopted 1/22)

Section 3. In the event that the requirements of this budget are not being met, additional funds shall be raised by special donations, church offerings, contributions from organizations, and by other means consistent with the basis and character of this Association. Should these means prove inadequate, the Trustees are empowered to borrow up to eight percent of the current operating budget. (Adopted 1/22)

Article 13 AMENDMENTS

Any article of this Constitution, with the exception of Articles 2, 3, 4, and 13, may be altered or amended at any meeting of the Association by a two-thirds majority of the members present.

Article 14 DISSOLUTION

If for any reason whatsoever it becomes necessary for this corporation to terminate its existence and dissolve, any of its remaining assets, after payment of all its liabilities, shall be distributed to a Christian educational organization or to a number of such organizations. The manner in which this is to be done shall be determined by the Trustees, subject to the approval of a majority of the members present at a meeting of the Association called for this purpose. (Adopted 1/22)

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