

BYLAWS OF

THE SCHOOLHOUSE

A nonprofit
religious school corporation

Article I: Location and Dates

The primary location for transaction of business of The Schoolhouse will be held at Crossroads of Faith, 8515 Highway 38 Mountain Grove, MO 65711.

Meetings will be held on the 1st Thursday of each month at 6pm. Meeting dates and times are subject to change, as mutually agreed upon by all board members and administration involved. The new date and time will be posted schoolwide, a minimum of 72 hours ahead of time.

Article II: Membership

Section 1: Powers

Subject to any limitations in these bylaws, the activities and affairs of The Schoolhouse shall be conducted and all corporate powers shall be exercised by or under the direction of the board. The board may delegate management of activities to administration, teachers, staff as they deem appropriate.

Section 2: Authorized Numbers

The authorized number of members on the board shall be FIVE in number. All board members have equal vote in any matter. Administrators will have the final say in matters regarding the day to day operations of The Schoolhouse.

The list of each board member's name and the re-election of their term of office on the date of adoption of these bylaws are:

	<u>Name:</u>	<u>Re-Election of Term:</u>
Board Member #1	David Ellis	June 2027
Board Member #2	Tara Smith	June 2027
Board Member #3	Caleb Peterson	June 2027
Board Member #4	Melinda Polm	June 2027
Board Member #5	Laura Smith	June 2027

Section 3: Elections

Board members are selected and voted on by current board members and administration.

Should a member resign before their re-election term is due, a special board meeting may be called to discuss and vote on a new member.

Each member shall serve a minimum of a 2 school year term. Members will be notified in February of the current re-election school year, with a requirement to notify the board by March, on their desire to remain on the board. Members must complete their term before a new member is elected in June.

Requirements for Eligibility of Election or Re-election:

- A. Members must sign a letter of agreement, agreeing to their responsibilities and commitments to the board.
- B. Be a member in regular attendance of a local church.
- C. May not be a parent or legal guardian of a registered student of the school.
- D. May not be a paid staff member or spouse of the school.

Section 4: Election or Re-election Procedure:

During the April board meeting, all current members and administration will discuss potential candidates for election as needed. A potential candidate needs a minimum vote of 4, to receive the position. A new candidate will be notified following the April meeting, to begin their term in May.

All candidates must agree to the following requirements in order to be considered for election or re-election:

- A. Be able to attend at least 75% of the board meetings
- B. Attend the May board meeting to observe the activities before your term begins.
- C. Maintenance of a strong Christian testimony for himself/herself as well as for the school
- D. Attendance of school functions including but not limited to school dances, fundraiser events, sports events, graduation ceremonies and any other activities or events to support the parents, students, and activities of the school.

Section 5: Removal of a Board Member

The board or administration may declare vacant the position of a member who has been convicted or accused of a felony or been accused by 2 or more witnesses of the following infractions: use of illegal drugs, chronic alcoholism, adultery or fornications, theft of school funds, walking away from their Christian faith, or breach of confidentiality causing harm to The Schoolhouse staff, board members, students, or parents.

Without cause: any or all members may be removed without cause if such removal is approved by two thirds majority vote.

Section 6: Compensation of Board Members

Board members, as such, will not receive any stated salary for their services. All attended meetings, events, and activities will be on a completely voluntary basis.

Article III: Meeting Details

Section 1: Regular Meetings

Regular meetings will be held on the 1st Thursday of every month, August through May, with additional meetings scheduled on an as needed basis during the summer months.

An agenda will be created by administration 72 hours prior to the scheduled meeting date and time. All topics regarding personal staff and family/student relations will be closed sessions. All new hire interviews will be closed sessions.

Section 2: Special Meetings

Special meeting agendas will be created 72 hours ahead of the meeting date. On a case by case basis, special meetings will be determined confidential or a closed meeting.

Section 3: Open Session Agendas

The following topics are considered open session meetings: school policies, budget, sports/extracurriculars, and operations.

Section 4: Closed Session Agendas

The following topics are considered closed session meetings: personnel (hiring, firing, or discipline action), student discipline (both academically and behaviorally), pending litigations, and security measures.

Section 5: Request to be Placed on Agenda

Parents are welcome to request being placed on a board meeting agenda. Requests must be formally made 72 hours before the meeting, by filling out a request form located in the school office.

All requests will be approved or denied 24 hours before the meeting date and time.

We will take up to 3 requests per meeting. If your request is denied due to adequate space on the agenda, you will automatically be rolled over to the next board meeting.

Each request, regarding a single topic, will have the floor for 15 minutes. Should you exceed the time limit and need additional time, you must formally request to be put on another meeting.

Section 6: Deadlock

In the instance that the board shall, by reason of deadlock, become unable to reach a conclusion on any issue, the issue will circle back to the next board meeting after each member has had time to pray and seek discernment for the intended conclusion.

In the event that a conclusion can still not be met, the issue brought to the board will be dropped and no changes will take place.

Section 7: Use of Conference Telephone

Members of the board may participate in a meeting through use of a conference telephone or similar communications equipment, so long as all members participating in such a meeting can hear one another. All efforts must be made to do an in person meeting first.

Article IV

Morals and Ethics

Section 1: Conflict of Interest

Members must exercise reasonable care and undivided allegiance when making decisions within their reasonable scope of their personal and professional competency.

Board members must act in the best interest of The Schoolhouse and never use information obtained as a means for personal gain. Such profits or gains may

include but are not limited to financial gain, political advances, employment or compensation, investments or contracts, and/or use of organizational resources for personal use.

Any board member or administration who finds themselves in a conflict of interest such as being related in any way to the third party in question, will not be permitted to participate in discussion or cast a vote regarding the situation. If needed the member will exit the room while discussion and votes are being casted.

Board members and/or administrators are required to make known their connections with any third parties on the agenda before the discussions begin.

Section 2: Confidentiality Clause

It is the policy of The Schoolhouse that board members and administration will not disclose confidential information belonging to, or obtained through their affiliation with The Schoolhouse, to any person including their relatives, friends, and business/professional associates, unless given authorized disclosure.

Confidentiality is the preservation of privileged information. Board members and administrators are cautioned to demonstrate professionalism, good judgement, and care at all times in handling any information regarding The Schoolhouse to avoid unauthorized or improper disclosures of confidential information.

Section 3: Support of Board Actions

Any action required or permitted to be taken at a board meeting may be taken without a meeting if a consent is written setting forth the action so taken, shall be signed by all members entitled to vote.

The business, property, and program shall be managed by the school board and/or administration.

Board members shall have the equal power to adopt policies, procedures, and rules regulating the affairs and prescribing duties of the officers and staff of The Schoolhouse, which shall not be inconsistent with these bylaws.

Section 4: Objectivity and Integrity

All members must maintain objectivity and integrity in the performance of a professional service. Members must comply with applicable laws and regulations, and must hold other board members, employees, and administration accountable as well.

Members must be candid and not knowingly misrepresent facts or knowingly fail to disclose important facts in any situation.

All members of the board and administration will be aware of their potential influence on colleagues and will not exploit their trust. All members of the board will show respect, in both verbal and action, to fellow board members, staff, administrators, parents, students, and any persons attending any and all school board meetings.