

**BYLAWS OF COLUMBIA COUNTY CHRISTIAN SCHOOL ASSOCIATION  
A NON PROFIT ASSOCIATION**

**ARTICLE ONE**

**INTRODUCTION**

**Definition of Bylaws**

1.01. These bylaws constitute the code of rules adopted by the Columbia County Christian School Association for the regulation and management of its affairs.

**Purpose and Powers**

1.02. This Association will have the purposes or powers as stated in its Articles of Incorporation, and whatever powers are or may be granted by the Nonprofit Corporation Law of 1988 of the Commonwealth of Pennsylvania, or any successor legislation.

The purposes of the corporation are:

1. To establish, operate and maintain a private school or schools for instruction in all subjects normally required to be taught in public schools; to maintain scholastic standards at least equal to those required to be maintained in public schools; to provide said instruction in an atmosphere that promotes Christian values, standards, and lifestyle;
2. To perform such functions as are normally associated with the above purposes.
3. The general purposes and powers to have and exercise all rights in powers conferred on nonprofit corporations and associations under the laws of Pennsylvania or that may be conferred, including the power to contract, rent, buy, or sell personal or real property.
4. Notwithstanding any of the above statements of purposes and powers, this Association shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not further inside the primary purpose of this Association. This Association is organized pursuant to the Pennsylvania Nonprofit Corporation Law of 1988 and does not contemplate any pecuniary gain or profit to its Members and is organized for nonprofit purposes; and
5. The operation of this Association in all respects shall operate in a racially nondiscriminatory fashion with regard to the admission of students, use of facilities and/or the exercise of student privileges, selection and hiring of faculty or administrative staff and the provision of any scholarships and loan programs extended by the Association.

## **ARTICLE TWO**

### **OFFICES AND AGENCY**

#### **Principal and Branch Offices**

2.01. The principal place of business of this Association in Pennsylvania will be located at 123 Schoolhouse Rd., Bloomsburg, Pennsylvania. In addition, the Association may maintain other offices either within or without the Commonwealth of Pennsylvania as its business requires.

#### **Registered Office**

2.02. The location of the registered office of this Association is stated in the Articles of Incorporation. This office will be continuously maintained in the Commonwealth of Pennsylvania for the duration of this Association. The Board of Directors may from time to time change the address of its registered office by duly adopted resolution and amend its Articles or file the appropriate statement with the Department of State.

## **ARTICLE THREE**

### **MEMBERSHIP**

#### **Definition of Membership**

3.01. The Members of this Association are those persons having membership rights in accordance with the provisions of these Bylaws. A member shall be considered to be in good standing if there are no outstanding debts owed the school, nor is there any pending action with regard to his/her membership.

#### **Class(es) of Members**

3.02. This Association will have one class of Members.

#### **Qualifications of Members**

3.03. The qualifications of the Members of this Association are as follows:

1. Members of this Association must state that they believe that Jesus Christ is God and that He is the only means of salvation of sinners, and that they have personally accepted Him as their Lord and Savior.
2. Members must be at least 21 years of age.
3. Those having a student(s) enrolled in CCCS and meeting the above requirement will automatically be Members of the Association.
4. Upon request, those who do not have a student enrolled in the school but meet the requirements of 3.03, 1 will be granted membership by a two-thirds vote of the Board of Directors.

### **Terms of Membership**

3.04. The term of membership in the Association shall begin on the first day of a student's attendance at the school and last as long as the member has a student enrolled in the school, or from July 1 to June 30 for those not having students enrolled.

### **Annual Members Meetings**

3.05. The annual meeting of the Members will be held in April of each school year.

### **Special Members Meetings**

3.06. Special meetings of the Members may be called by any of the following:

- (1) The Board of Directors
- (2) The President
- (3) The Treasurer
- (4) Members having signatures of at least ten (10%) percent of the-membership.

### **Notice of Association Members Meetings**

3.07. Notification to Association members of CCCS Association meetings must be made not less than ten (10) business days and not more than forty (40) business days prior to the meeting. Such notification must include the location, date, time, and purpose of the meeting. Notification shall be made as directed by the CCCS Board President via regularly used means of communication (*e.g.*, USPS, email, school newsletter, postings, website, etc.) and a good-faith effort must be made to make such notification in a manner that is accessible to all Association members.

### **Voting Rights of Members**

3.08. Each member in good standing will be entitled to one vote on each matter submitted to a vote of Members.

### **Members' Proxy Voting**

3.09. A Member may vote either in person, or by proxy executed in writing by the Member, or by his duly authorized attorney-in-fact. No proxy will be recognized as valid after six months from the date of its execution unless expressly provided otherwise in the proxy.

### **Transferability of Membership**

3.10. Membership in this Association is nontransferable and nonassignable.

### **Termination of Membership**

3.11. Membership will terminate in this Association on any of the following events, and for no other reason:

- (1) Receipt by the Board of Directors of the written resignation of a Member, executed by the Member or the Member's duly authorized attorney-in-fact.
- (2) Failure to renew membership.
- (3) Death of Member
- (4) For cause, inconsistent with membership, after notice, trial and conviction.

However, a Member terminating membership status for reasons other than those stated in Paragraph (3), above, may be completely and automatically reinstated if the Member corrects the cause of termination before the Board of Directors formally adopts a resolution acknowledging the termination.

## **ARTICLE FOUR**

### **DIRECTORS**

#### **Definition of Board of Directors**

4.01. The Board of Directors is that group of persons vested with the supervision of the business and affairs of this Association. The Board is responsible to the Association for the operation of the school, including the appointment or removal of such staff as is deemed necessary, formation of the Spiritual Advisory Panel, development of charges for standing committees, and formation of ad hoc committees.

#### **List of Founders**

4.02. The Founders of Columbia County Christian School are David Broadt, Dean Frey, Robert Lowe, and Randy Peters.

#### **Qualifications of Directors**

4.03. The qualifications for becoming and remaining a Director of this Association are as follows:

1. Only Members of the Association are eligible to serve as a Director.
2. No more than three members from the same church may serve as a Director at any one time.
3. Only one Director per family may serve at the same time.
4. Directors must be regularly attending participant in a local church that is in agreement with our statement of faith and have a written endorsement by the pastor of that same church.
5. Directors shall abstain from voting on any issues for which they deem they have a conflict of interest.

#### **Number of Directors**

4.04. The number of Directors of this Association will be nine (9).

## **Terms of Directors**

4.05. Directors will be elected for three-year terms and will be limited to two consecutive terms. A director appointed to fill not more than one year of a vacated term will be eligible to be elected to two consecutive, full terms. A director appointed to complete more than one year of a vacated term will be eligible to be elected to only one full term. After a one year absence from the Board a Member will again be eligible to be a Director.

## **Meeting and Composition of the Board of Directors**

4.06. Board meetings will be held monthly. Six Board Directors must be present for a quorum. A special meeting of the Board of Directors may be called by the President, Vice President, Treasurer, or by a two-thirds majority of the Board. Board meetings are open to all Association Members. Founders may attend all deliberations of the Board, including executive and closed meetings. The meetings will regularly be attended by:

- Nine elected Board Directors
- Representative of Spiritual Advisory Panel
- Head of School
- Faculty Representative

## **Motions and Voting Privileges**

4.07. Only Directors are eligible to make and vote on formal motions or proposals. All others are encouraged to join in the discussion and development of proposals. The Board President will vote only in case of a tie.

## **Open Meeting Policy**

4.08. Meetings are open to the Association membership. In order to maintain an orderly meeting, time will be set aside for Members' questions and comments. Portions of the meeting dealing with sensitive and/or personnel matters may be closed to non-Directors by the Board President.

## **Elections**

4.09. Elections of the Board of Directors will be held during the April meeting. Prior to this meeting requests for nominations will be solicited from Association Members. Nominations will be submitted to a Director designated by the Board President and are due at least 30 days prior to the scheduled meeting. Nominees will be screened by the Board of Directors for their compliance with bylaw requirements (*e.g.*, testimony (see 3.03.1), etc.) and their fitness for membership on the Board (*e.g.*, lifestyle issues, comprehension of Board function, etc.). If they are qualified and willing to serve, their names will be presented to the Association at least two weeks in advance of the April meeting. Candidates receiving the most votes of the members present at the Spring Association meeting will be added to the Directors until all vacancies are filled.

The current Board may appoint an Association member to replace Board members who are unable to complete their term of office. The appointed member must meet the guidelines listed above.

## **ARTICLE FIVE**

### **OFFICERS**

#### **Roster of Officers**

5.01. The Officers and their responsibilities are listed below. Each office has a one-year term. Officers include:

- President – responsible to run Board meetings and Association meetings and to appoint Directors to chair standing and ad hoc committees. The President is an *ex-officio* member of all committees.
- Vice President – responsible for all of the president's duties in his or her absence, and is responsible for the Association's adherence to the bylaws.
- Treasurer – responsible for all funds and securities of the Association – in cooperation with the Business Manager. The Treasurer will chair the Finance Committee, maintain financial records and develop a report presented at the annual Association meeting and at each regular meeting of the Board.
- Secretary – responsible for maintaining minutes of Board and Association meetings, correspondence of the Board and Association, and non-financial records and documents of the Association.

#### **Selection of Officers**

5.02. Each of the Officers of this Association will be elected annually by the Board of Directors. Each Officer will remain in office until a successor to the Office has been selected. Elections will be held at a regular meeting of the Board of Directors.

#### **Removal of Officers, Directors, or Committee Chairpersons**

5.03. Anyone serving in an elected or appointed position may be removed by two-thirds of the entire Board of Directors voting for removal when, in their judgment, the best interests of this Association will be served.

## **ARTICLE SIX**

### **INFORMAL ACTION**

#### **Waiver of Notice**

6.01. Whenever any notice is required to be given under the provisions of the Nonprofit Corporation Law of 1988, the Articles of Incorporation of this Association, or these Bylaws, a waiver of the notice in writing, signed by the person or persons entitled to notice, whether before or after the time stated in the waiver, will be deemed equivalent to the giving of the notice. The waiver must, in the case of a special meeting of Members, specify the general nature of the business to be transacted.

## **Action by Consent**

6.02. Any action required by law or under the Articles of Incorporation and/or the Bylaws of this Association, or any action that otherwise may be taken at a meeting of the Board of Directors, may be taken without a meeting if a consent in writing, setting forth the action taken, is signed by all persons entitled to vote with regard to the subject matter of the consent and said writing is filed with the Secretary of the Association.

## **ARTICLE SEVEN**

### **COMMITTEES**

7.01 The Board is responsible for the formation of committees to assist in the operation of the school.

#### **Spiritual Advisory Panel**

7.02. The Spiritual Advisory Panel is selected by a majority vote of the Board of Directors with the following restrictions and charges. The Panel will be made up of three to six members and is open to any pastor that is in agreement with the CCCS Statement of Faith, Educational Philosophy and Purpose of the School. Members will serve a three-year term, with a two-term limit. After a one-year sabbatical, the pastor is again eligible for two more terms. This panel's duties include the following:

- Attend on a rotating basis Board meetings to open and close in prayer, provide input to discussions, and act as a consultant regarding spiritual matters
- Address concerns submitted by the Board
- Review curriculum for doctrinal neutrality and biblical accuracy
- Evaluate scriptural basis of school policies and procedures
- Encourage application of Christian principles in daily walk of students

## **ARTICLE EIGHT**

### **OPERATIONS**

#### **Execution of Documents**

8.01. Except as otherwise provided by law, checks, drafts, promissory notes, orders for the payment of money, and other evidences of indebtedness of this Association will be signed by the Treasurer or the President or the President's designee. Contracts, leases or other instruments executed in the name of, and on behalf of the Association will be signed by the Secretary, the President, or the President's designee.

#### **Books and Records**

8.02. This Association will keep correct and complete books and records of accounts, and will also keep minutes of the proceedings of its Members, Board of Directors, and Executive Committees. The Association will keep at its principle place of business a membership register giving the names,

addresses, and other details of the membership of each member, and the original or copy of its Bylaws including amendments to date certified by the Secretary of the Association. All books and records of this Association, except those of meetings closed by the Board President, may be inspected by any Member, or the Member's agent or attorney, for any proper purpose at any reasonable time on written demand under oath stating the purpose of the inspection. Minutes of closed meetings may be inspected by any current Director for any proper purpose.

## **ARTICLE NINE**

### **AMENDMENT**

#### **Modification of Bylaws**

9.01. The bylaws and/or Statement of Faith of this Association may be amended by a two-thirds vote of the Members of the Association present at any meeting of the Association, provided that notice of the proposed amendment has been provided to each member at least four weeks previous to said meeting. Notification must be provided in a manner consistent with paragraph 3.07. For votes related to changes in the Statement of Faith, votes may be sent by mail or submitted in person at the annual business meeting.

## **ARTICLE TEN**

### **BIBLICAL MORALITY & LIFESYLE**

#### **Biblical Standards**

10.01. The Bible calls us to live lives in accordance with certain moral standards. (I Corinthians 6:19-20) Employees, students, volunteers, and association members of Columbia County Christian School are expected to be committed to upholding and living according to these standards. In light of the clear teaching of Scripture the Board of Directors reserves the right to refuse to enter into or to terminate any relationship between CCCS and any individual or family who does not accept or conduct themselves in a manner consistent with the following Biblical moral standards:

- Marriage is a God-ordained union between a man and a woman for life. (Gen 2:18-25; Matthew 19:1-12; I Corinthians 7)
- God intends sexual intimacy to occur between one man and one woman in the confines of marriage. (I Corinthians 6:9-10; 13:13-14; 1 Thessalonians 4:3-5; Hebrews 13:4)
- Homosexual behavior is prohibited by the clear teaching of Scripture. (Leviticus 18:22; Romans 1:26-27; 1 Corinthians 6:9-10)
- God created us in His image. He has immutably created each person as male or female consequently an individual's gender should not be altered or changed. (Gen 1:26-27)



• Human life is created by God and is sacred. We are to value all life from the unborn child to the aged, the physically or mentally challenged, and every other stage or condition from conception through natural death. Consequently, any purposeful taking of life (with the exception of capital punishment or in the event of just war) is a violation of both the Giver and the possessor of that life. (Psalm 139; Psalm 51:5; Luke 1:39-44)

### **Restoration**

10.02 God offers redemption and restoration to all who confess and repent from their sin, seeking His mercy and forgiveness through Jesus Christ (Acts 3:19-21; Rom 10:9-10). The Board of Directors reserves the right to restore or enter into a relationship between CCCS and an individual who has sought forgiveness through Christ and has turned from his or her sin

### **ADOPTION OF BYLAWS**

These bylaws of the Columbia County Christian School Association were approved by a two-thirds majority of the Association Members present at the duly called meeting of the Association in April 26, 2016, and supersede and replace all previous sets of CCCS Association bylaws. This is attested to by the officers whose signatures appear below.

\_\_\_\_\_  
Walter Minto, President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jeff Kline, Vice President

\_\_\_\_\_  
Date

## **APPENDIX**

### **Education Philosophy**

We believe that it is the biblical responsibility of parents to provide an education for their children (Deuteronomy 6:7,8; Proverbs 22:6).

We believe that Christian education should take place first in the home and church and that the Christian school functions to support and extend that training.

We believe that the primary goal of Christian education is the development of Christlikeness in the student.

We believe that students are created with unique talents and abilities. Christian education should use teaching strategies that complement the learning needs of students and facilitate development of their full potential.

We believe that Christian education should develop students who will serve God and impact the community in which they live by their Christian walk.

We believe that a Christian education will promote growth in the Christian life that comes through Bible study, fellowship with God through prayer, and through service to others.

We believe that the student must be equipped to be a life-long learner, and that a sound education will address every aspect of the student's life: intellectual, social, emotional, spiritual and physical.

We believe that all knowledge should be tested against, and integrated with, a biblically based view of God.

### **Statement Regarding Theological Differences**

The founding of this school is based on the premise that a Christian education can be provided that crosses denominational lines without compromising the Word of God. CCCS will seek leaders who can affirm our Statement of Faith and who will not promote theological positions which may tend to be exclusive or divisive.

### **CCCS Statement of Faith**

1. We believe the Bible (that is, the 66 books of the Old and New Testament) to be wholly and verbally God-given. It contains the whole counsel of God and all things necessary for His own glory, man's salvation, and the believer's faith and life. We believe the canon to be complete with the Book of Revelation, unto which nothing can be added (whether by so-called "new revelation of the Spirit" or tradition of men). This scripture is without error or fault in all its teachings and in all matters it addresses or touches. It is the supreme judge in matters of experience, practice, or doctrine. Therefore, all "truth" is subject to its agreement with the Bible.

Scripture References: II Tim 3:15-17; II Peter 1:20-21; Isa. 55:11; Ps. 19:7-11; II Tim. 2:15  
John 17:17.

2. We believe and teach that God is one in essence and three in persons - Father, Son, and Holy Spirit. These three are co-substantial, co-eternal, distinct as to person and order, yet without any inequality.

Scripture References: Deut. 6:4; Isa 45:5,21; John 6:44-46; John 1: 1; Titus2: 13; Heb 1:8;  
Acts 5:3-5; Heb 9:14; Matt 3:16-17; Matt 28:19-20; II Cor 13:14; Ps 110:1-5

3. We believe Jesus Christ to be perfect man and very God. He is neither created nor made, but is God assuming our nature and flesh. Christ was born of the Virgin Mary, and being God knew no sin, did no sin, and had not sin. We believe in His miracles. His bodily death on the cross for our sins. In His bodily resurrection and ascension to the right hand of God the Father, and in His personal bodily return with power and great glory.

Scripture References: John 8:58; Col 1:16-17; Phil 2:6-7; John 10:30-33; Isa 7:14; Isa 9:6;  
Micah 5:2; I Tim 2:5; II Cor 5:21; Matt 1:18-25; Isa 53:6; IPet 2:24; Rom 4:25; Eph 4:10-  
14; I John 2:1; Heb 9:14; John 14:1-6; 1 Thes 4:14- 18; I Cor 15:51-58

4. We believe that man was created without sin, but by voluntary disobedience fell from that state and in consequence all men are now sinners. They are therefore under just condemnation without defense or excuse.

Scripture References: Gen 1:27,31; Gen 2:16; Gen 3:6-24; Rom 5:12, 19; John 3:6; Ps51: 5;  
Isa 53:6; Rom 3:9-18; Eph 2:1-3: Rom 1:18-32; Gal 3:22

5. We believe that the salvation of sinners is wholly a work of God's grace through our mediator Jesus Christ. He fulfilled the divine law by perfect obedience, gave His life on the cross of Calvary, and was raised from the dead providing a full redemption for our sins. By a repentant faith in this finished work of Christ, mankind is saved. Salvation then is by the righteousness of Christ imputed to us by God and received through faith alone, not by any self-achievement or meritorious works.

Scripture References: John 3:16; John 10:27-30; Eph 2:8-9 Titus 3:5; Rom 3:10,23; Rom  
6:23; Rom 5:8; Rom 10:9-10; 1 John 2:1-2

6. We believe in the personhood and present ministry of the Holy Spirit. Such ministry is primarily in two spheres:
  - a. In the unbeliever He convicts the sinner of his sin of unbelief; the need for a God-given righteousness, and the resultant judgment if he persists in the unbelief.
  - b. In the believer He accomplishes many glorious works of which some are:
    - i. The work of regeneration by which eternal life is imparted and the new nature acquired.
    - ii. The work of Spirit baptism in which all believers are spiritually united with Christ as a part of His body.

- iii. The work of indwelling by which the Spirit enters into permanent intimacy and union with each believer.
- iv. The work of filling by which each believer receives power for holy living as a result of the control of the Spirit in his life.
- v. The work of distributing and empowering the gifts. The Holy Spirit distributes the gifts as He wills and the church leadership gives proper recognition and supervision.

Scripture References: John 16:7-11; John 3:5-6; Eph 1:13; John 13:10; I Pet. 1:23; Eph 4:4-6; 1 Cor 12:13; John 7:37-39; Rom 8:9; I Cor 6:19-20; Eph 5:18-21; ICor 12:7-11

7. We believe in the bodily resurrection of both the saved and the lost: they that are saved unto the resurrection of eternal life with our Lord, and they that are lost unto the resurrection of eternal damnation in the lake of Fire

Scripture References: Rom 8:22-23; 1 Cor 15:41-44; I Cor 15:51-55; Rev 20:11-15

8. We believe in the universal body of the redeemed who have been elected by God before the foundation of the world, and called with a holy calling. This body cannot fail, or be annihilated, but will endure forever. For all true saints are upheld by the power of a sovereign God and thus shall persevere in the faith until death.

Scripture References: Matt 16:16-18; Eph 1:20-23; Rom 8:28-30,33; I Pet 1:1-2; 2:8-9; John 6:35-40; John 10:27-30; Rom 8:35-39; Eph 4:30; Heb 10:14; I Pet 1:33-5

9. We believe that the spiritual unity of believers is seen in the public confession of faith, the regular attendance at and exercise of one's spiritual gifts within a local evangelical church whose leadership can uphold this statement of faith.

Scripture References: Rom 10:9-10; Heb 10:25; Rom 12: 4-8; I Cor 12

10. We believe that in six days God made all things out of nothing by the power of His Word, that He rested the seventh day after completing this creation work, and that He continues to preserve His creation.

Scripture References: Gen 1:2; Ex 20:11; Col 1:16-17

11. We believe in the loving cooperation of Christian parents and teachers in the Christian education of our children.

Scripture References: Deut 6:4-9; Prov 22:6; I Cor 11:2; Eph 6:4

12. We believe that there should be unity in the essential doctrines of the faith and charity in the nonessentials. Therefore, this school shall defer to the individual churches in those nonessential areas not specifically expounded upon in the referenced scriptures.