

EDGERTON CHRISTIAN ELEMENTARY SCHOOL
Articles of Incorporation and By-Laws
Revised 2001

U. S. TREASURY DEPARTMENT
WASHINGTON 25
OFFICE OF COMMISSIONER OF INTERNAL REVENUE

The Edgerton Society for Christian Instruction and Education
Edgerton, Minnesota

It is the opinion of this office, based upon the evidence presented, that you are exempt from Federal income tax under the provisions of section 101(6) of the Internal Revenue Code as it is shown that you are organized and operated exclusively for religious and educational purposes.

Accordingly, you are not required to file income tax returns unless you change the character of your organization, the purposes for which you were organized, or your method of operation. Any such changes should be reported immediately to the Director of Internal Revenue for your district in order that their effect upon your exempt status may be determined.

Contributions made to you are deductible by the donors in computing their taxable net income in the manner and to the extent provided by section 23(0) and (q) of the Code.

Bequests, legacies, devises or transfers, to or for your use are deductible in computing the value of the net estate of a decedent for estate tax purposes in the manner and to the extent provided by sections 812(d) and 861 (a) (3) of the Code. Gifts of property to you are deductible in computing net gifts for gift tax purposes in the manner and to the extent provided in section 1 004(a) (2) (B) and 1 004(b) (2) and (3) of the Code.

It will not be necessary for you to file the annual return of information Form, 990A, generally required of organizations exempt under section 101(6) of the Internal Revenue Code, as you come within the specific exceptions contained in section 54(f) of the Code.

In the event you have not filed a waiver of exemption certificate in accordance with the provisions of section 1426(1) of the Code, no liability is incurred by you for the taxes imposed under the Federal Insurance Contributions Act. Tax liability is not incurred by you under the Federal Unemployment Tax Act by virtue of the provisions of section 1 607(c) (8) of such Act.

The Director of Internal Revenue for your district is being advised of this action.

Very truly yours,
Norman A. Sugarman
Assistant Commissioner
By (Signed) R. C. Dunlap
Head, Exempt Organization Branch
Special Technical Serv. Division

This booklet of the Edgerton Christian Elementary School, Edgerton, Minn. 56128, includes the Revised Articles of Incorporation and By Laws of this institution.

The above-mentioned documents were duly approved and adopted by the members of the Society of said school during the year of 2001. We trust this booklet will be helpful and beneficial to you, to your school, and above all, to our Almighty God, the very cause for the existence of this institution.

Sincerely,

The School Board of the
Edgerton Christian Elementary School

Harlan Tinklenberg, President
Trent Vis, Secretary

REVISED ARTICLES OF INCORPORATION

Preamble

Believing that it is our duty and privilege as Christian parents to provide Christian education for our children and believing that this can best be accomplished by concerted action, we do hereby make and adopt the following articles of incorporation:

ARTICLE I.

Name

The name of this corporation shall be: EDGERTON CHRISTIAN ELEMENTARY SCHOOL, at 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 Confession: THE HEIDELBERG CATECHISM, THE 37 ARTICLES OF FAITH and THE CANONS OF DORT.

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 2 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.

ARTICLE IV.

Membership

All parents or guardians of the children attending the school (s) for this Corporation, and any other persons, who have reached the age of 18 years and have enrolled as members, have the right to vote at the meetings, provided that they are in agreement with Article 2 of this CONSTITUTION. Membership must be approved by the Board.

ARTICLE V.

Meetings

Section 1. The annual meeting of the Corporation shall be held during the month of June of each year. The exact time and place shall be determined by the Board. At the annual meeting the Secretary of the Board shall render a report of the activity and progress of the school during the past year; the Treasurer of the Board shall make a report of the financial matters; the school budget for the ensuing year proposed by the Board shall be acted upon; and the annual election of Board members shall take place.

Section 2. Special meetings may be called at any time by the Board of Trustees or by the President of the Board. The Board or President shall call a special meeting whenever it is requested in writing by at least one fourth of the members. Such request must state the reasons for calling the meeting.

Section 3. Notice of all meetings shall be given by letter or announcement in all church bulletins where members are affiliated at least 2 Sundays immediately prior to the meeting. When such notice has been given, those members who appear at the time and place specified shall constitute a quorum.

Section 4. All decisions shall be made by oral vote, except if otherwise decided by majority vote at any meeting.

Section 5. The majority shall rule in all cases, except where otherwise required by this CONSTITUTION or by Roberts Rules of Order.

ARTICLE VI.

Time

The period of time for which the corporation shall exist is perpetual.

ARTICLE VII.

Board of Trustees

A Board of Trustees consisting of ten (10) persons shall be chosen by the 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.
2. The Board elects its own officers yearly.
3. The members of the School board are elected for a term of three years and are not eligible for re-election immediately upon retiring.
4. At least two candidates for each vacancy shall be nominated by the Board of Trustees, but other persons may be nominated by members at the meeting before voting commences. Members of the Board shall be elected in such

manner that the various groups cooperating with the School shall be duly represented according to the size of the groups.

5. Vacancies occurring during the year shall be filled by appointment by the remaining members of the Board. Such person appointed to the board shall serve until the next annual meeting. At the next annual meeting a member shall be elected to the board to serve for the unexpired term of the member causing the vacancy.

6. The Board shall meet at least once per month.

7. The Board shall determine the various school policies upon the basis of the CONSTITUTION of the Corporation.

8. The board selects a Principal and a teach staff which is qualified to carry out the educational policies of the school.

ARTICLE VIII.

Officers of the Board and Their Duties

Section 1. At its first meeting after each annual meeting of the Corporation the Board 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 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 after they have been approved.

Section 5. The receiving treasurer oversees the duties of the secretary/bookkeeper. All moneys received shall be deposited in the name of the Corporation in a banking house approved by the Board. The receiving treasurer shall report the receipts of the corporation at each monthly meeting of the Board and a composite annual account 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 and a composite annual account at the annual meeting of the Corporation.

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

ARTICLE IX.

Incorporation, Building and Equipment

The Corporation shall be incorporated under the laws of the State of Minnesota, Section 3102 and others of Chapter 58 of the Revised Laws of the State of Minnesota, for 1905 and the Laws amendatory thereto, and placed

on record at the office of the Register of Deeds of Pipestone County, Minnesota. All deed and mortgages shall be signed by the President and Secretary of the Corporation and be made out in the name of the Corporation. This shall be done in regard to the Equipment of the School (s). However, the signatures of the President and Secretary shall not make them personally responsible for any indebtedness, mortgages, etc., in accordance with the above mentioned state laws.

**ARTICLE X.
Amendments**

This CONSTITUTION may be amended by a two-thirds vote at any regular meeting of the Corporation, provided that two week's previous notice has been sent to each member stating the desired change. **Articles 2 and 3 of this CONSTITUTION however, are not subject to change.**

**ARTICLE XI.
Dissolution**

In case of dissolution of the Corporation the property and moneys 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 TO CONSTITUTION OF
EDGERTON CHRISTIAN
ELEMENTARY SCHOOL**

**ARTICLE 1.
Board of Trustees**

1. The Board 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 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 shall propagate the cause of Christian instruction in the community through committees, public meetings, propaganda literature, and in general help promote the cause of Christian Education through Alliance and Union of Christian Schools.
4. The Board 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.
5. The Board may not construct or buy any real estate without 60% approval of the Members present at a legal Society meeting.
6. The Board may not dispose of any property of the Society unless ratified by the Society at a legal meeting with a 75% vote of the members present at this meeting.

ARTICLE II.

Committees

1. The standing committees of the board shall be Educational, Finance (operational), Building and Grounds, Transportation, Long Range Planning, Child Nutrition, Building-Finance.
2. Committee membership is under the jurisdiction of the Board. Each member shall be rotated every three years. Each committee shall include at least one board member.

ARTICLE III.

Finances

The Board shall determine what method of finance shall be arranged for the operation of the school.

ARTICLE IV.

Contracts

The Board shall, by March of each year, have ready a contract for the teachers, and administrator stating the amount of salary. Contracts shall be issued by the Board in March of each year for the teachers and administrator.

ARTICLE V.

Teaching Staff

1. All teachers shall be appointed by the Education committee after careful consideration of their character, training, and other qualifications. They shall be appointed for such terms and upon such salary and, other conditions (except as herein expressly provided) as the Committee may determine from time to time.
2. All members of the teaching staff must declare their unconditional acceptance of the basis and purpose of the Society as expressed in Articles 2 and 3 of this CONSTITUTION; they must be members of a church whose doctrine is in agreement with these articles, they must be Scripturally sound in their teaching, and they must lead a Christian life.
3. All teachers shall give the Board two months' notice of intended resignation and the Board in turn agrees to give teachers two months' notice of dismissal except in case of a teacher who proves unfit for the work; whose instruction conflicts with the basis and purpose of the society, or who does not lead a Christian life, in which case dismissal may be without advance notice. In case any member of the teaching staff considers it necessary to resign during the period of school term due to exceptional circumstances, he or she must notify the Board thirty days in advance.
4. A Board-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.
6. The substance of this article shall be made a part of all contracts entered into with members of the teaching staff, who shall adhere to the Formula for Subscription.

FORMULA FOR SUBSCRIPTION

We, the undersigned, teachers of the Edgerton Christian Elementary School, declare by our signatures that we believe the Holy Scripture according to the Reformed interpretation as set forth in The Heidelberg Catechism, The Belgic Confession, and The Canons of Dort. We promise to instruct the Children in accordance with the principles formulated in said Reformed Standards, to maintain discipline according to the Christian principles, and to be truly Christian examples to the children by a godly walk of life as commanded by Christ Jesus.

ARTICLE VI.

Racially Non-discriminatory Policy

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