



## **Province of British Columbia Society Act Constitution**

1. The name of the Society is HANEY-PITT MEADOWS CHRISTIAN SCHOOL ASSOCIATION.
2. The purposes of the Society are:
  - (a) To attract parents who are willing and desirous to seek for their children an education, which is directed by God's all powerful Word, and have these children trained to help them acquire and grow in a Christian world and life view.
  - (b) To provide Christian schools in which qualified teachers are employed to provide, direct, advise on and carry out a curriculum of Christian Education based on the principles as set forth in Paragraphs 3, 4, and 5.
  - (c) To hold as Trustees or otherwise own, buy, sell, convey, mortgage, lease and otherwise deal in lands and properties, calculated to help and effect the above-mentioned purposes and that generally may benefit the Society.
3. The basis of the Society is the Word of God, the Bible, which we hold to be in its entirety the infallible revelation of God as interpreted in the Reformed Creeds. We hold the following truths to be fundamental and self-evident teachings of the Word of God:
  - (a) Since human life in its entirety is religion, God summons men to serve Him everywhere and requires that we educate our children in the fear of the Lord.
  - (b) God is one, yet three co-equal persons, the Father, the Son and the Holy Spirit.
  - (c) He is the Creator of heaven and earth, having created life and substance by a direct creative act, and upholds and directs all things according to His will and by His power.
  - (d) He reveals Himself, as well as His will for man in creation, through His written word the Bible and, He has spoken unto us through Jesus Christ, the Word become flesh.
  - (e) Christ is both truly God and truly man, conceived by the Holy Spirit, born of the virgin Mary.



- (f) His death on the cross was a substitutionary atonement for the sins of all who believe in Him as their Saviour.
  - (g) He arose from the grave in a physical personal resurrection and now reigns in heaven with God the Father.
  - (h) He will come again, in a personal return, upon the clouds of Heaven, to judge the living and the dead, and to bring about a new heaven and a new earth.
  - (i) All men are dead in sin and in need of a new birth through the regenerating power of the Holy Spirit.
  - (j) Salvation from sin and condemnation is by grace alone, through faith in the Lord Jesus Christ.
  - (k) The believer, saved by grace, is a new creature in Christ, and will, through the fruits of the Holy Spirit, demonstrate a joyful, thankful, living witness to the saving power of Christ.
4. Believing that the Lord God, in His word, the Bible, has revealed to His people ordering principles very relevant to education, we personally confess, in addition to the basic articles of our faith contained in Paragraph 3 above, the following scriptural principles as guidelines for instructions:
- (a) Creation: the universe and all things created by God in the beginning were made good and perfect, as is stated in Genesis 1:31 "And God saw everything that He had made and behold it was very good."
  - (b) Man: Man was created by God in His own image (Genesis 1:20-27) to enjoy conventional fellowship with his Creator. Furthermore man was endowed with special gifts which place him far above any other living creature and was given dominion over all things in accordance with God's will to His honour and glory (1 Corinthians 10:31).
  - (c) Sin: Through the instigation of the devil, man yielded to temptation and wilfully disobeyed God. This brought God's curse and wrath against sin upon man and the universe. As a result, the universe came under bondage to decay, "groaning in travail" (Romans 8:18-25, and man died a spiritual death, becoming unable to do anything good in God's sight (Romans 7:13-25), Ephesians 2:1-6), and incurred physical and eternal death, because of his wilful disobedience.

- (d) Jesus Christ: Jesus Christ is God's provision (Genesis 3:15) to remove His curse and wrath so that through Him, man and creation would be redeemed and reconciled to God (John 3:16). All those who by a true faith accept Jesus Christ as God's provision are no more under condemnation, but are reconciled with God (Romans 8:1,2). There is no other way of reconciliation with God than through Jesus Christ. Through Jesus Christ, there is a renewal of our educational endeavours because He is the Redeemer of our corrupted life in its entirety. Christ is the key to true knowledge for in Him are "hid all the treasures of wisdom and knowledge" (Col. 2:3).
- (e) The Believer: A person is a believer when by a true faith he trusts in Christ alone for his salvation (Acts 16:31), is born again through the power of the Holy Spirit (John 3:3), and through being in Christ bears the fruit of the Spirit (John 15:1-7, Galatians 5:22,23).
- (f) The Kingdom of God: Through His perfect sacrifice and obedience to God's will, Christ received dominion over all things (Psalm 72:8, Matthew 28:18). It is the proper and urgent mandate to all believers as His loyal subjects, to "Go therefore and make disciples of all nations. . .teaching them to obey all I have commanded you" (Matthew 28:19,20), and thus, as members of the Kingdom of Heaven, to defend and further this recognition of Christ's Lordship in all areas of life.

5. The elements of Christian education are:

- (a) The Christian School: As a school based on the Reformed Creeds, this Christian School recognizes that there are varieties of biblical interpretations and thereby does not teach a particular church doctrine. The purpose of the Christian school is to help educate children for a life of obedience to their calling in this world as image bearers of God. This calling is to know God's Word and His creation, to consecrate the whole of human life to God, to love their fellow man, and to be faithful stewards in their God given task.
- (b) Curriculum and Instruction: The curriculum promotes a Christ centred view of education for life, and endeavours to bring Biblical insights in teaching to each discipline.
- (c) Parents: Because God has entered into a covenant of grace with His people in Christ, believing parents are obliged to educate their children in the fear of the Lord. The responsibility for the direction of this education rests primarily upon the parents to whom children are entrusted by God. Since the Bible teaches that all of life is subject to God's rule and that the fear of the Lord is the beginning of knowledge, Christian parents should continually strive to provide for their children Biblically based teaching at home, and church, and at school (Philippians 2:9-13, Deut. 11:18-21, Proverbs 1:7).



- (d) Teachers: In obedience to God's call on their life's work, the teacher, in addition to possessing the highest academic standards possible, must as a believer reflect by word and example the love of Christ to the glory of God.
  - (e) Students: Children who share His covenant promises, are a heritage of the Lord, and should be brought up in the fear and admonition of the Lord. As image-bearers, students having a variety of abilities, but being born in sin, are in need of guidance and instruction, so that they may be allowed to develop their bodies, minds and spirits to the glory of God. Their total potential and uniqueness should be taken into account when they are taught in a Christ-centred manner.
  - (f) The Christian Community: Since Christian education plays an important part in the furthering of the Kingdom of God, not only parents, but the entire Christian community has a responsibility to establish and maintain Christian schools.
  - (g) Freedom of Education: Christian education given in accordance with legitimate standards and provision should receive full recognition and freedom within society.
6. The operations of the Society are to chiefly be carried on in the Municipalities of Pitt Meadows and Maple Ridge, in the Province of British Columbia. This paragraph shall be alterable.
  7. In the event of the dissolution of the Society, funds and assets of the Society remaining after the satisfaction of its debts and liabilities, shall be given or transferred to such organization or organizations with similar purposes in British Columbia, as may be determined by the members of the Society at the time of dissolution provided that such organization or organizations shall be a registered charity recognized by Canada Customs and Revenue Agency as being qualified as such under the provisions of the Income Tax Act of Canada from time to time in effect. If effect cannot be given to the aforesaid provisions then such funds shall be given or transferred to a suitable level of local government.
  8. Paragraphs 3, 4, 5, and 7 of this Constitution and this paragraph are unalterable in accordance with the Society Act.

## Bylaws

### Part 1 – Interpretation

1. (1) In these bylaws, unless the context otherwise requires,
  - (a) “Board” or “Board of trustees” means the directors of the society for the time being;
  - (b) “Society Act” means the Society Act of the Province of British Columbia from time to time in force and all amendments to it;
  - (c) “Registered address” of a member means his address as recorded in the register of members;
- (2) The definitions in the Society Act on the date these bylaws become effective apply to these bylaws.
2. Words importing the singular include the plural and vice versa; and words importing a male person include a female person and a corporation.

### Part 2 – Membership

3. The members of the Society are the applicants for incorporation of the Society, and those persons who subsequently have become members, in accordance with these bylaws and, in either case, have not ceased to be members.
4. A person may apply to the Board for membership in the Society and on acceptance by the Board shall be a member. Membership in the Society shall be of two kinds:
  - (1) Full Membership: All persons who have attained the age of eighteen years and who have declared and signed their full agreement with the Constitution may become members upon application and payment of a membership fee of no less than \$10.00 per year and payment of tuition in full if and when any child of his attends the Society’s Christian School(s) (“School”).
  - (2) Associate Membership: Those who desire to send their children to the School operated by the Society, but are unable to agree with the Constitution and willing to pay the full tuition, shall be accepted as associated members without voting rights.



5. Every member shall be governed by the Constitution and comply with these bylaws.
6. Continued membership in good standing is dependent upon the payment of tuition in full, or in the case of members with no child attending the School, payment of a membership fee of no less than \$50.00 annually. He must be a member in good standing 30 days prior to a membership meeting to be eligible to vote.
7. A person shall cease to be a member of the Society
  - (a) By delivering his resignation to the secretary of the Society or by mailing or delivering it to the address of the Society;
  - (b) On his death;
  - (c) On being expelled; or
  - (d) On having been a member not in good standing for 12 consecutive months.
8.
  - (1) A member may be expelled by a special resolution of the members passed at a general meeting for actions found not to be in conformity with the Constitution. Such a motion will require a 75% majority in order to carry.
  - (2) The notice of special resolution for expulsion shall be accompanied by a brief statement of the reason or reasons for the proposed expulsion.
  - (3) The person who is the subject of the proposed resolution for expulsion shall be given an opportunity to be heard at the general meeting before the special resolution is put to a vote.
9. All members are in good standing except a member who has failed to pay his current annual membership fee or any other subscription or debt due and owing by him to the Society and he is not in good standing so long as the debt remains unpaid.

### Part 3 – Membership Meetings

10. General meetings of the Society shall be held at the time and place, in accordance with the Society Act, that the directors decide.
11. Every general meeting, other than an annual general meeting, is an extraordinary general meeting.



- 12.
- (1) Notice of a general meeting shall be given two weeks in advance of the meeting and shall specify the place, day and hour of meeting, and, in case of special business, the general nature of that business.
  - (2) The accidental omission to give notice of a meeting to, or the non-receipt of a notice by, any of the members entitled to receive notice does not invalidate proceedings at that meeting.
  - (3) The Society shall hold at least two meetings each year, one an annual general membership meeting to be held within three months after the year end and another meeting to be held no later than three months before year end. (Amended, Filed and Registered Jan. 21 1994)
13. At the general meeting the Board shall report on the activities and the progress of the school. The Treasurer shall present a financial statement of the previous year. The Secretary shall present an annual report or overview of the past year. (Amended, Filed and Registered Jan. 29, 1999)
14. At the Spring General meeting the Board shall present a budget for the following year to the membership. The annual election of Board members shall also take place at this meeting. Newly elected Board members will begin their terms on June 1. (Amended, Filed and Registered Jan. 29, 1999)

#### Part 4 – General Meeting Proceedings

##### 15. Special business is

- (a) All business at an extraordinary general meeting except the adoption of rules of order, and
- (b) All business transacted at an annual general meeting, except,
  - (i) The adoption of rules of order;
  - (ii) The consideration of the financial statements;
  - (iii) The report of the directors;
  - (iv) The report of the auditor, if any;



- (v) The election of the directors;
  - (vi) The appointment of an auditor, if required, and
  - (vii) The other business that, under these bylaws, ought to be transacted at an annual general meeting, or business which is brought under consideration by the report of the directors issued with the notice convening the meeting.
- 16.
- (1) No business, other than the election of a chairman and the adjournment or termination of the meeting, shall be conducted at a general meeting at a time when a quorum is not present.
  - (2) If at any time during a general meeting there ceases to be a quorum present, business then in progress shall be suspended until there is a quorum present or until the meeting is adjourned or terminated.
  - (3) A quorum is 20 members present.
17. If within 30 minutes from the time appointed for a general meeting a quorum is not present, the meeting, if convened on the requisition of members, shall be terminated; but in any other case, it shall stand adjourned to the same day in the next week, at the same time and place, and if, at the adjourned meeting, a quorum is not present within 30 minutes from the time appointed for the meeting, the members present constitute a quorum.
18. The president of the Society, the vice president or in the absence of both, one of the other directors present, shall preside as chairman of a general meeting.
19. If at a general meeting
- (a) There is no president, vice-president or other director present within 15 minutes after the time appointed for holding the meeting; or
  - (b) The president and all the other directors present are unwilling to act as chairman,
- the members present shall choose one of their number to be chairman.
- 20.
- (1) A general meeting may be adjourned from time to time and from place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.





- (2) When a meeting is adjourned for 10 days or more, notice of the adjourned meeting shall be given as in the case of the original meeting.
- (3) Except as provided in this bylaw, it is not necessary to give notice of an adjournment or of the business to be transacted at an adjourned general meeting.

21.

- (1) No resolution proposed at a meeting need be seconded and the chairman of a meeting may move or propose a resolution.
- (2) In case of an equality of votes the chairman shall not have a casting or second vote in addition to the vote to which he may be entitled as a member and the proposed resolution shall not pass.

22.

- (1) A member in good standing present at a meeting of members is entitled to one vote.
- (2) All decisions not pertaining to persons shall be made by oral vote. Elections and all other decisions relating to persons shall be made by ballot.
- (3) Absent members may vote in writing submitted to the secretary or president of the Society and properly signed. Written votes will be counted only to the first ballot.

## Part 5 – The Board of Trustees

23.

- (1) The Board may exercise all the powers and do all the acts and things that the Society may exercise and do, and which are not by these bylaws or by statute or otherwise lawfully directed or required to be exercised or done by the Society in general meeting, but subject, nevertheless to
  - (a) all laws affecting the Society;
  - (b) these bylaws; and
  - (c) rules, not being inconsistent with these bylaws, which are made from time to time by the Society in general meeting.
- (2) No rule made by the Society in general meeting, invalidates a prior act of the directors that would have been valid if that rule had not been made.



24.

- (1) The Board shall consist of the President, Vice-President, Secretary, Treasurer, and three or more other persons to be elected by the Society. The term of office as director of the Board shall be three years.
- (2) The number of Directors shall be seven or a greater number determined from time to time at a general meeting of the Society.
- (3) At the first meeting after the Fall Annual General membership meeting, members of the Board of Trustees shall elect from its number for one year terms the following officers: President, Vice-President, Secretary and Treasurer. (Amended, Filed and Registered July 5, 1994).

25.

- (1) The Board of Trustees shall nominate two candidates for each vacancy. Members of the Society may nominate other persons up to one week prior to the General Meeting at which elections will be held. Such nominations shall be in writing and be required to be seconded by another member of the Society.
- (2) An election shall be by ballot.
- (3) If no successor is elected the person previously elected or appointed continues to hold office until such time as a successor is duly elected by the Society.

26. Vacancies occurring during the year shall be filled by the Society at its next meeting.

27. The members may, by special resolution, remove a director before the expiration of his term of office, and may elect a successor to complete the term of office.

## Part 6 – Proceedings of Directors

28.

- (1) The directors may meet together at the places they think fit to dispatch business, adjourn and otherwise regulate their meeting and proceedings as they see fit.
- (2) Two thirds of the members of the Board shall constitute a quorum at all meetings of the Board.
- (3) A director may at any time, and the secretary on the request of a director shall, convene a meeting of the directors.



29.

- (1) The directors may delegate any, but not all, of their powers to committees consisting of a director or directors as they think fit.
- (2) A committee so formed in the exercise of the powers so delegated shall conform to any rules imposed on it by the directors, and shall report every act or thing done in exercise of those powers to the earliest meeting of the directors to be held next after it has been done.

30. Each committee so formed shall elect a chairman for its meetings.

31. The members of a committee may meet and adjourn, as they think proper.

32.

- (1) Questions arising at a meeting of the directors and committee of directors shall be decided by a majority of votes.
- (2) In case of an equality of votes the president does not have a second or casting vote and the resolution does not pass.

33. A resolution in writing, signed by all the directors and placed with the minutes of the directors is as valid and effective as if regularly passed at a meeting of directors.

## Part 7 – Duties of Officers

34.

- (1) The president shall preside at all meetings of the Society and of the directors.
- (2) The president is the chief executive officer of the Society and shall supervise the other officers in the execution of their duties.

35. The vice-president shall carry out the duties of the president during his absence.

36. The secretary shall:

- (a) Conduct the correspondence of the Society;
- (b) Issue notices of meetings of the Society and directors;



- (c) Prepare and have custody of minutes of all meetings of the society and directors;
- (d) Have custody of all records and documents of the Society except those required to be kept by the treasurer;
- (e) Have custody of the common seal of the Society; and
- (f) Maintain the register of members.

37. The Treasurer shall:

- (a) Keep the financial records, including books of account, necessary to comply with the Society Act; and
- (b) Render financial statements to the directors, members and others when required.

Part 8 – Duties of the Board

38.

- (1) To execute and regulate the School policies in accordance with the Constitution of the Society.
- (2) To appoint a principal and teaching staff qualified to carry out the educational policies of the Society.
- (3) To exercise the necessary vigilance in order to assure that the educational policies of the Society are being duly carried out in the School.
- (4) To devise ways and means to obtain the necessary funds for operating the School, and to determine how these funds shall be administered.
- (5) To propagate the cause of Christian education in the community through all appropriate means.
- (6) No remuneration shall be paid to any director or officer for his services as a director or officer.

## Part 9 – Tuition and Funds

39. The funds required for the operation of the School shall be obtained in the following manner:

- (a) Tuition fees: Fixed by the Board from year to year these shall be paid in full for all children attending the School. In special cases the Board may grant a reduction in tuition fee. Such reduction to be reviewed annually.
- (b) Extra funds: Special donations, church offerings and contributions through means consistent with the objects of the Society may be solicited and received by the Board.

## Part 10 – Registration and Admission

40.

- (1) No student shall be registered unless the parent or guardian is either a full member or an associate member of the Society.
- (2) The Board retains the right to limit the enrolment, and to expel from the School any child who, in the opinion of the Board, by his conduct brings into jeopardy the aim and purpose of the Christian school as set forth in the Constitution.
- (3) Children must reach the age of five years before December 31<sup>st</sup> of the year they start to attend the School.

## Part 11 – Teaching Staff

41.

- (1) All Teachers shall be appointed by the Board after careful consideration of their character, training and other qualifications. They shall be appointed by contract upon such terms as the Board may determine, in conformity with the succeeding sections of the bylaw.
- (2) All members of the teaching staff must declare and sign their unconditional acceptance of the objectives of the Society as expressed in the Constitution of the Society. They must be scripturally sound in their teaching and of exemplary Christian conduct, and preferably be a member of a church whose doctrine conforms with the Constitution of the Society, however the principles of the Constitution shall remain binding and must unconditionally be accepted by both parties of the contract.



- (3) A teacher shall give the Board thirty (30) days notice of intended resignation, stating in writing the reasons for such resignation. The Board shall give the teacher thirty (30) days notice of intended dismissal, stating in writing the reasons for such dismissal. In cases involving moral scandal, the Board retains the right of instant dismissal.
- (4) The Board shall give each teacher notice of renewal or non-renewal of contract on or before April 1<sup>st</sup> of any year.
- (5) Courses of study outlining the work of each grade shall be prepared by the Principal, in consultation with the teachers and the Education Committee. After approval by the Board, such courses of study shall be adhered to by all the teachers.
- (6) The school terms shall be determined by the Board, and shall confirm substantially with the guidelines laid down by the Department of Education of this Province.
- (7) All records are classified material and may not be released by members of the staff or the Board, without prior approval of the Board, except as required by law.
- (8) The Principal may suspend students for misbehaviour. Only the Board may expel students, with due consideration for parents, staff members, and/or other parties concerned.

## Part 12 – Amendment of the Constitution

42. The bylaws may be amended by a 75% majority vote of those present at any general meeting of the Society, provided that two weeks previous notice has been sent to each member stating the desired change.

## Part 13 – Seal

43. The common seal shall be affixed only when authorized by a resolution of the directors and then only in the presence of the persons prescribed in the resolution, or if no persons are prescribed, in the presence of the president and secretary.



## Part 14 – Borrowing

44.

- (1) In order to carry out the purposes of the Society the directors may, on behalf of the Society, raise or secure the payment or repayment of money in the manner they decide and in particular, but without limiting the foregoing, by the issue of debentures.
- (2) No debenture shall be issued with out the sanction of a special resolution.
- (3) The members may by special resolution restrict the borrowing powers of the directors, but a restriction imposed expires at the next annual general meeting.

## Part 15 – Auditor

45. The accounts of the Society shall be examined at lease once in each year by one or more auditor or auditors, to be appointed at the annual meeting, for a term of one year, and report the results of the audit to the Society at its next annual meeting.

Amendments:

January 21, 1994 – Article 12(3)

July 5, 1994 – Article 13

July 5, 1994 – Article 14

July 5, 1994 – Article 24(3)

January 29, 1999 – Article 13

January 29, 1999 – Article 14

February 5, 2002 – Special Resolution filed approving borrowing (not a change to the Bylaws)