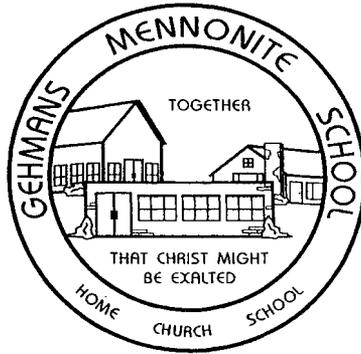


**BY-LAWS OF  
GEHMANS MENNONITE SCHOOL**



**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 under the guidance of the Holy Spirit, make and adopt the following articles for an orderly functioning of this school.



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## **ARTICLE 1 – NAME AND AFFILIATION**

### Section 1 – Name

This organization shall be known as Gehmans Mennonite School. It shall be sponsored by an association of Christian parents.

### Section 2 – Affiliation

Gehmans Mennonite School is an educational organization affiliated with the Mennonite Church. Particularly, but not exclusively, affiliated with those Mennonite churches that adhere to the 1963 Mennonite Confession of Faith.

## **ARTICLE II – STATEMENT OF PURPOSE AND FAITH**

### Section 1 – Statement of Purpose

The purpose of Gehmans Mennonite School is to create a separate entity of Christian elementary and secondary education for the children of sponsoring Christian custodians. The school will facilitate development of students' spiritual, mental, and physical abilities. All teaching shall be integrated with the knowledge of God and His sovereign rule over all things. The Holy Scriptures shall be taught so that the student may know God as He reveals Himself, for the "fear of the Lord is the beginning of wisdom and the knowledge of the Holy is understanding." Proverbs 9:10. As the child thus learns the true purpose of his life in being rightly related to God, he will be enabled to adjust properly to his home, church, and broader community.

### Section 2 – Statement of Faith

The association shall uphold the following truths:

1. We believe the Bible is the inspired authoritative Word of God and should be studied to come to a knowledge of God.
2. We believe there is one God existing as Father, Son, and Holy Spirit.
3. We believe Jesus Christ, the Son of God, was born of a virgin, performed miracles, lived a sinless life, died

to achieve our redemption, on the third day arose, ascended into heaven, is now interceding for man and will personally return in His glory.

4. We believe salvation is brought to responsible people only through confession of faith in Jesus Christ.
5. We believe the Holy Spirit convicts of sin, comforts, and provides spiritual power for believers.
6. We believe in the resurrection of both the saved and the lost, they that are saved unto the resurrection of life, and they that are lost unto the resurrection of separation from God.
7. We believe the principles of the Holy Scriptures are practical and are designed to be integrated into all of life's activities.

### **ARTICLE III – ORGANIZATION**

#### Section 1 – Structure of Board

The Board of Trustees shall consist of five men. At least four of these shall be members of the Mennonite Church.

#### Section 2 – Qualifications of Board Members

Board members shall be men who have exemplified a life of faith and loyalty to the Word of God, who have a strong interest in Christian education, who are in harmony with the Doctrines of the Mennonite Church as stated in the 1963 Confession of Faith, and who have the ability to function as a trustee. Board members shall be past or present patrons of the school.

#### Section 3 – Retirement of Board

Recommended retirement age is sixty-five.

#### Section 4 – Election of Board

Board members shall be elected by the patrons to a two year term at the spring PTF meeting. In a prior meeting, the Nominating Committee shall be convened by the Chairman of the Pastoral Committee to prepare the election slate. The Nominating Committee

shall consist of ordained brethren from churches having jurisdiction over the school.

#### Section 5 – Reserved Power of the Churches

Churches may achieve jurisdiction status over the school when all of the following criteria are met:

1. The church must be identified as being officially in the Mennonite denomination.

The church has enrolled at least three member families, in any one of the three most current years.

Churches shall exercise jurisdiction over the school via the Pastoral Committee which will serve as a reserved powers group functioning in the following ways:

1. Approve new administrators prior to hiring.
2. Approve any constitutional changes prior to patron approval.
3. Be represented at Board Meetings to provide council on matters of doctrinal importance or church related issues.

#### Section 6 – Board Meetings

The board shall meet at least once a month at a time most convenient. A quorum of at least four members shall be necessary to conduct business.

#### Section 7 – Fiscal Year

The fiscal year shall end July 31.

#### Section 8 – Responsibilities of Board

The Board shall have general supervision of the school and be responsible for the maintenance of the property of the school.

#### Section 9 – Financial Reporting

The Board shall keep a careful record of all holdings, receipts, and expenditures for the fiscal year and give a financial report to the patrons at an annual meeting.

### Section 10 – Officers of Board

Officers of the Board shall consist of: Chairman, Vice Chairman, Secretary, and Treasurer.

### Section 11 – Duties of Chairman

It shall be the duty of the Chairman to call and preside at all meetings of the Board and to carry out such other duties as pertain to his office. It shall be his privilege to appoint needed committees or to request the Board to elect them.

### Section 12 – Duties of Vice Chairman

It shall be the duty of the Vice Chairman to serve in the absence of the Chairman or at his direction.

### Section 13 – Duties of Secretary

It shall be the duty of the Secretary to keep a full and complete record of all meetings of the Board, to serve as the Board's correspondent, and to serve as custodian of all records, papers, etc., of the Board.

### Section 14 – Duties of Treasurer

It shall be the duty of the Treasurer to maintain accurate financial records, be responsible for all authorized disbursements and to submit a properly audited financial report annually.

### Section 15 – Reorganization of Board

The Board shall reorganize at the first regular meeting after election. This shall be in charge of the Chairman of the Pastoral Committee. Special meetings of the Board may be called at any time by the Chairman.

### Section 16 – Trustee Liability

No trustee of the corporation shall be personally liable for monetary damages for any action taken, or failure to take action, unless (1) the Trustee has breached or failed to perform the duties of his office under Subchapter 57B

(relating to standard of care and justifiable reliance) of Pennsylvania Nonprofit Corporation Law; and (2) the breach or failure to perform constitutes self-dealing, willful misconduct, or recklessness.

## **ARTICLE IV – STANDING COMMITTEES**

### Section 1 – Pastoral Committee

This committee shall consist of three persons appointed by the nominating committee, designated in Article III, Section 4. They shall be licensed or ordained brethren of the Mennonite Church who are in harmony with the 1963 Confession of Faith. They shall be appointed to rotating terms, a full term consisting of three years, and serve as chairman during the third year. They shall have the same call to Board meetings as trustees do, with the right to vote only upon request of the Board. The Chairman of this committee shall also serve as Chairman of the Parent Teacher Fellowship (PTF) Committee. The Chairman shall conduct the election of the trustees at the annual meeting. Their work shall be mainly advisory and consultative, and to exercise certain reserved powers in representation of the churches as described in Article III Section 5.

### Section 2 – All Other Standing Committees

The Board may approve new or discontinue existing standing committees at any duly called meeting where a quorum is present.

#### Accountability:

-Finance, curriculum, transportation, and PTF committees will require a board member or pastoral member and administrator to serve on these committees, each being accountable to the board.

-Other committees are to function under the authority of the school administrator who is directly accountable to the board.

Purpose:

Standing committees are to serve the operation and function of the school by fulfilling the activities assigned to them. They should strengthen the school's program and help to foster a spirit of cooperation and unity in the school body.

Job Descriptions:

Job descriptions shall be created for each committee and approved by the Board.

Meetings:

Meetings shall be called as desired by the committee chair or the administrator. The administrator may attend meetings by choice ex-officio.

**ARTICLE V – STAFF**

Section 1 – Appointed by Board

The administrator, teachers, and other employed personnel shall be appointed by the Chairman of the Board with the approval of the Board of Trustees. New administrators must also be approved by a majority of the pastoral committee as per Article III Section 5.

Section 2 – Position of Faith

All staff members shall give evidence of having experienced the new birth and of being in satisfactory relationship with God. Each shall be in harmony with the 1963 Mennonite Confession of Faith.

Section 3 – Defense of Position

Teaching and administrative staff should not only be able to defend Christian education but also to champion it. Their educational background and training must be of such a nature that they can be used effectively in the program of school.

## **ARTICLE VI – PATRON ATTITUDES AND INVOLVEMENT**

### Section 1 – Patron Attitudes

The objectives of Christian education can best be realized when parents are happy in the service of the Lord and are members of an evangelical church.

### Section 2 – Patron Involvement

Patrons are expected to (1) pray for the school, (2) be prompt in paying the cost of tuition, (3) cooperate with the faculty in exercise of just discipline, (4) attend faithfully PTF meetings, (5) assist in school maintenance and improvement projects, (6) be prompt in supplying pertinent information as the school may request and (7) share in promoting the aims and objectives of the school.

## **ARTICLE VII – PARENT-TEACHER FELLOWSHIP**

It shall be the purpose of the PTF to provide times of interchange between parents and teachers at least three times each term. The teaching of the school curriculum should be made easier through a proper understanding of the pupil on the part of both parents and teachers. Through these meetings, parents and teachers can share in discussing the physical, spiritual, social and scholastic progress of the pupils.

## **ARTICLE VIII – REGULATIONS**

### Section 1 – School Standards

The school shall abide by the standards of the state so far as such requirements do not conflict with Biblical teachings as interpreted in the 1963 Mennonite Confession of Faith.

### Section 2 – Harmony of Instruction

All instruction shall be in harmony with the 1963 Mennonite Confession of Faith.

### Section 3 – Standards for Resources

Text and resource books shall be chosen carefully to conform so far as possible to Biblical truth. In all cases where textbooks and courses of study differ from the Bible, the Bible shall be the final authority.

### Section 4 – Use of Teaching Aids

The use of multimedia teaching aids shall be determined by the Administrator based upon the guidelines established by the Board Trustees and the Pastoral Committee.

### Section 5 – Perspective on Physical Education

The physical education program shall emphasize a proper understanding and development of the body. Any interscholastic activities shall be approved by the Principal and the Board of Trustees.

### Section 6 – Outreach

There shall be a concerted effort in all phases of school work to foster a missionary spirit and sense of world need among students.

### Section 7 – Student Conduct A

No form of malicious and unbecoming conduct and profane language among students will be tolerated.

### Section 8 – Student Conduct B

Any person introducing or possessing obscene literature, tobacco, harmful drugs, or intoxicating drinks is subject to suspension or expulsion from the school.

### Section 9 – Standard of Dress

All persons shall dress in neat, clean clothing. Slacks are not acceptable as girls' attire. Junior high school girls shall have their skirts covering the knee when standing. All clothing shall express Christian ideals of simplicity and modesty.

### Section 10 – Standards of Simplicity

Decorative jewelry and noticeable make-up violate the school's interpretation of simplicity.

### Section 11 – Standard for Christian Woman's Veil

The wearing of the Christian woman's veil (1 Corinthians 11: 1-16) is to be encouraged for all Christian girls. Mennonite girls shall be asked to wear the veil at school, on the bus, and at all school functions.

### Section 12 – Standard for Hair Style

The hair arrangement of all pupils shall reflect good taste, Christian simplicity and neatness. Boys' hair shall not cover the ears or hang on the collar. Junior high school girls, not wearing their hair up, shall keep it tied to the side or the back.

### Section 13 – Building Usage

The use of the school buildings, facilities, and physical property shall be governed by the Board. Organizations not directly related to operation of the school shall forward a request to the Board for permission to use the school property. The use of the school property shall be under such conditions as the Board may from time to time designate.

## **ARTICLE IX – DISSOLUTION**

Upon the dissolution of the corporation, the Board of Trustees shall, after paying or making provision for the payment of all the liabilities of the corporation, dispose of all the assets of the corporation exclusively for the purpose of

the corporation in such manner or to such organization or organizations authorized and operated exclusively for charitable, education, religious, or scientific purpose that shall at the time qualify as an exempt organization under Section 501 (c) (3) of the Internal Revenue Code, or the qualifying corresponding provision of any future United States Internal Revenue laws, as the Board of Trustees shall determine and any of such assets not so disposed of shall be disposed of by the Court of Common Pleas of the County in which the principal office of the corporation is then located exclusively for such purposes of to such organization or organizations as said Court shall determine which are organized and operated exclusively for such purposes.

## **ARTICLE X – AMENDMENTS**

This constitution may be reviewed or amended at a regular or special meeting of the patrons, Board members, and Pastoral Committee members by a two-thirds vote of all the members present. Written notice of the article and section to be considered for amendment shall be sent to all patrons, Board members, and Pastoral Committee members ten days in advance.

## **ARTICLE XI – STUDENT ADMISSION POLICY**

The school admits students of any race, color, or national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color or national and ethnic origin in administration of its educational or admissions policies, scholarship and loan programs, or athletic and other school administered programs.

Students must meet the age and readiness standards as stated in the student handbook.

The School Board shall render approval or rejection of applying families according to the Principal's recommendation and their judgment of compatibility to the program of this school and the availability of space.

## **ARTICLE XII – OFFICES**

### Section 1 – Principal Office

The principal's office shall be at Gehmans Mennonite School at 650 Gehman School Road, Denver, Lancaster County, Pennsylvania.

### Section 2 – Additional Offices

The corporation may also have offices at such other places as the Board of Directors may from time to time appoint, or as the business of the corporation may require.

## **ARTICLE XIII – SEAL**

The Corporate Seal of the corporation shall consist of two concentric circles, between which shall be the name of the corporation, and in the center shall be inscribed the year of its incorporation and the words, "Corporate Seal, Pennsylvania."