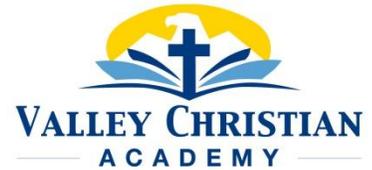


# SERVING ON THE VCA SCHOOL BOARD

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## The VCA Board of Trustees

There are between nine and eleven members of the Board of Trustees from the membership of the Association. Any member to be considered for election to the Board of Trustees must have been actively involved in the school for at least one full year. Members of the Association automatically include all current parents and employees. Other people (past parents, grandparents, etc.) who support the school financially or through volunteerism may join the Association and be considered for the Board.

The board member term is three years. There are options for extending board service, but six years is the maximum that can be served without taking a year off.

The Board typically meets on the third Tuesday of each month August through June at the school (eleven times). Each board member serves on one of the committees which also meet once per month.

## FUNCTIONS of the Board

In addition to the responsibilities set forth in the VCA Constitution, the Board shall have the following primary functions:

1. To establish and execute a strategic plan.
2. To train and develop new Board members.
3. To approve the school year calendar(s), taking into consideration the recommendation of the Administrator.
4. To serve as the final Board of Appeals in all conflicts and misunderstandings involving personnel employed by the Association.
5. To devise ways and means for obtaining the necessary funds for operating the school and determine how these funds shall be distributed
6. To promote the cause of Christian education and VCA.
7. To maintain a good working relationship with the community and to support outreach.
8. To perform other duties and functions commensurate with those of the governing body of a nonprofit corporation.

With respect to its Constitutional responsibility to approve an annual budget, the Board shall take into consideration the recommendations of the Administrator and Finance Committee. With respect its responsibility regarding contracted personnel, the Board's duty is limited to administration and faculty, and it shall take into

consideration the recommendations of the Administrator and the Policy & Personnel Committee.

## Eligibility and Election of Board Members

Only members of the Association who meet the eligibility requirements set forth in the Constitution are eligible to serve on the Board. The Nominating Committee shall be primarily responsible for the process of selecting potential new Board members. With the approval of the Board, the nominees shall become candidates for the Board and shall be presented to the membership of the Association for an affirmation vote.

In order to remain eligible to serve on the Board, each Board member must continue to meet the eligibility requirements set forth in the Constitution, as further described in the Policy Manual, including agreeing in writing to abide by the Code of Ethics. In addition, for any period during which the Board member is a parent of one or more VCA-age students, each such student must be enrolled at VCA, except to the extent either (i) the Administrator determines, and the Board acknowledges, that VCA cannot adequately meet an individual student's academic, social, emotional or other needs or (ii) the Nominating Committee reports, and the Board acknowledges, that there would not be enough eligible candidates to fill the expected Board vacancies if the school-age student requirement were not lifted.

## QUALIFICATIONS TO SERVE

1. You should agree with the Statement of Faith of Valley Christian Academy.
2. You may not be employed by the school on a full-time basis.
3. You should have been associated with the school for a minimum of one year prior to nomination.
4. There cannot be more than 50% of the Board from any single church congregation serving on the Board simultaneously.
5. A board member must understand and fully support and represent the Mission Statement, Vision Statement, Purpose Statement, and the Core Values (see below).

## MISSION STATEMENT

Valley Christian Academy builds a godly foundation in our students through Christ-

centered education in cooperation with the Christian home and church so that our students know, love, and obey Jesus Christ.

### **VISION STATEMENT**

Trusting in God's strength and the Holy Spirit's direction, Valley Christian Academy will be the Christian school of choice where the impact of our caring staff and quality programming will equip and inspire students to live a lifestyle of passionate discipleship. Our students will be academically and spiritually prepared to engage the culture by articulating and defending a biblical worldview.

### **PURPOSE STATEMENT**

Valley Christian Academy exists as an extension of the home and of the church to fulfill God's commands to raise children "in the nurture and admonition of the Lord" (Ephesians 6:4), and to teach His words "diligently unto our children" (Deuteronomy 6:5-7). Our foundation rests upon acknowledging Jesus Christ as Lord and Savior, and the Bible as the Word of God, the final authority in truth and practice. We strive to help each child grow spiritually, mentally, physically, and socially through the dedication of teachers, administrators, and staff who love the Lord and desire to serve Him through the educational process. We rely on parents to help us through their prayers, their cooperation, and their active involvement in the life of this school.

### **STATEMENT OF FAITH**

1. The Bible is the inspired and only infallible and authoritative Word of God.
2. There is one God, eternally existent in three persons: God the Father, God the Son, and God the Holy Spirit.
3. We believe in the deity of our Lord, Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal bodily return to this earth in power and glory.
4. The only means of being cleansed from sin is through repentance and faith in the precious blood of Christ.
5. Regeneration by the Holy Spirit is absolutely essential for personal salvation.
6. We believe in the sanctifying power of the Holy Spirit, whose indwelling in the Christian enables him to live a holy life. We are not perfect at this time, but are set apart as children of God.
7. We believe in the resurrection of both the saved and lost, the one to everlasting life and the other to everlasting damnation.

## **VCA's CORE VALUES**

### EXCELLENCE

We believe that God has called us to give our best effort in everything we do. Excellence does not mean a state of perfection, but that we continually reflect, evaluate, and strive to give a well-informed, whole-hearted effort. We must be teachable, always working at bettering ourselves.

*"Do your best to present yourself to God as one approved, a workman who does not need to be ashamed and who correctly handles the word of truth." II Timothy 2:15*

### ACADEMIC QUALITY

Learning is a school's highest priority. This includes not only the transfer of information, but developing the skills necessary to effectively utilize information and apply it in practical ways.

*"Then we will no longer be infants, tossed back and forth by the waves, and blown here and there by every wind of teaching and by the cunning and craftiness of men in their deceitful scheming. Instead, speaking the truth in love, we will in all things grow up into him who is the Head, that is, Christ." Ephesians 4:14-15*

### GOD-HONORING, CHRIST-CENTERED, SPIRIT-LED

Valley Christian Academy exists to glorify God by providing a complete school experience where Christ is the center point of all we do. *"... whatever you do, do it all for the glory of God."*

*I Corinthians 10:31*

### LEADERSHIP

Those in charge of providing for and training others are leaders. Throughout all levels of the leadership team, including the board, administration, faculty, staff, and volunteers, the character of Christ must be the guiding example in caring for and developing others toward their potential. *"Go and make disciples of all nations, baptizing them in the name of the father and of the Son and of the Holy Spirit, and teaching them to obey everything I have commanded you."* Matthew 28:19-20a

### ENRICHING ENVIRONMENT

A Christian school should be a very special, caring community. VCA partners with parents and works as an extension of the Christian home to help lay a godly foundation and train children in godly ways.

*"Dear children, let us not love with words or tongue, but with actions and in truth."* I John 3:18

*"No discipline seems pleasant at the time, but*

*painful. Later on, however, it produces a harvest of righteousness and peace for those who have been trained by it." Hebrews 12:11*

### SERVING OTHERS

Everyone at VCA is called to serve others. This requires that we give selflessly so that others benefit from our efforts. There can be no hidden agendas or focus on selfish gains. Serving others develops character which pleases God. *"The Son of Man did not come to be served, but to serve, and to give His life a ransom for many." Matthew 20:28*

### **... THOUGHTS FROM PAST BOARD MEMBERS ...**

#### **What do you think makes a good board member?**

> Dedication to the belief that education and one's faith go hand in hand.

> One who has an open mind, with the ability to listen to "every" side of an issue, and a prayerful heart that does not settle on human perception. The Board is here for His glory and listening is very important.

#### **How has being on the Board affected you?**

> Being on the Board has truly opened my eyes to what it takes to run a school with excellence. It has made me realize how blessed we are to have such dedication from our staff, volunteers, etc. There is a ton of behind the scenes work that people quietly take care of with no complaints. I have been humbled.

> Being on the Board has helped me appreciate the value of Christian education. It also has helped me understand the dedication of staff and parents and the sacrifices those committed to it give.

#### **Share a benefit or blessing of being on the Board.**

> The opportunity to support the school's administrators, teachers and other staff members.

> The greatest benefit has been understanding the commitment and sacrifices those involved at VCA give our children.

#### **What would you say to someone who would like to be on the Board but is not sure they have to offer?"**

> God merely asks us to be obedient to His call; He will supply the knowledge and wisdom needed for the task.

> God has plans for all of us— we need to listen. I have seen new Board members that thought they had nothing to offer bring tremendous insight to tough issues. We are responsible to react to God's calling.

> Every parent has something to offer the Board. The more diversity the Board has, the better it is able to reflect the needs and desires of the VCA

body. We all want the best for VCA and God often uses people in ways that they never imagined.

### **NOMINATION and ELECTION TIMELINE**

1. Nominations will be received for potential board members. Nominees will be contacted, their questions answered, and applications collected if they wish to be considered.
2. A nominating committee shall be appointed and approved of the Board.
  - a. The nominating subcommittee shall consist of at least three (3) individuals, including the Vice President of the Board who shall serve as its chair, a second board member and an at-large member of the Association.
  - b. Responsibilities of the nominating committee shall be as follows:
    - i. Open nominations and publicize Board openings and qualifications.
    - ii. Receive nominations and applications.
    - iii. Review applications and conduct interviews.
    - iv. Recommend nominees to the Board as new Board member candidates for their approval.
3. At or before the January meeting of the Board of Trustees, the nominating committee shall present a slate of recommended candidates. With the approval of the Board of Trustees, this slate shall be prepared for presentation at the annual meeting. Those receiving the greatest number of votes from those members present who are entitled to vote shall be declared elected.
4. Publicize the final candidates to membership.
5. Affirm the candidates presented at the Annual Meeting.
6. The Committee shall be dissolved by the Board President upon completion of the election process.
7. New Board Members will attend the April, May, and June Board Meetings as observers, then begin voting in August.

### **COMMITTEES of the Board**

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The STANDING COMMITTEES are:

1. The Donor Funding Committee,
2. The Enrollment Committee,
3. The Finance Committee,
4. The Policy and Personnel Committee, and
5. The Tuition Assistance Committee.

### OTHER COMMITTEES

The President, by and with the consent and approval of the Board of Trustees, may appoint committees for finance, development, personnel, curriculum, financial aid, admissions, policy, and for

such purposes as from time-to-time may by him be deemed advisable. All committees shall be chaired by a member of the Board of Trustees. All other committees shall hold meetings at the discretion of their chairman who will be responsible for reporting recommendations to the President and Board of Trustees.

If you have any questions, please contact the Board Vice-President or the Administrator of the School.