

# Carolina School for Inquiry Charter School

## BYLAWS

### ARTICLE I – NAME AND OFFICES

**Section 1.1. Name of Corporation.** The name of the Corporation shall be as specified in its Articles of Incorporation, to wit: Carolina School for Inquiry, Inc. (hereinafter referred to as the "Corporation").

**Section 1.2. Fictitious Name.** The Corporation may conduct business under the name: Carolina School for Inquiry Charter School (hereinafter referred to as "School").

**Section 1.3. Address of Corporation.** The location and address of the registered office of the Corporation shall be 7405-A Fairfield Rd., Columbia, SC 29203.

### ARTICLE II - NATURE OF CORPORATION

**Section 2.1. Non-Profit.** The Corporation does not contemplate pecuniary gain or profit, incidental or otherwise, to its members

**Section 2.2. Purposes.** The purposes for which the Corporation is to be formed is to organize a charter school pursuant to South Carolina Code Ann. § 59-40-5 et seq., South Carolina Code Ann. § 59-40-10 et seq., the South Carolina Charter Schools Act of 1996, as amended (hereinafter "the SCCS Act"), and as set forth in the Articles of Incorporation, to wit: to teach a diverse population of children in an atmosphere of kindness that encourages active inquiry, fosters individual growth and promotes respect for self, others and the world in which they live.

**Section 2.3. Limitations and Restrictions.**

**Income and Distributions:** No part of the assets, income, or net earnings of the Corporation shall be distributable to or shall inure to the benefit of its Members, Trustees, Directors, Officers, or any Shareholder or Private Individual, but reasonable expenses may be reimbursed and reasonable compensation may be paid for services rendered to enable the Corporation to provide the functions for which it has been organized.

**Dissolution:** Pursuant to the SCCS Act and federal law, upon the dissolution of the corporation, its assets may not inure to the benefit of any private person. Any assets attained through restricted agreements with a donor through awards, grants or gifts must be returned to the entity if such entity is a legal non-profit entity. All other assets become the property of the school district which is the Sponsor of the charter school.

**Scope of Activity:** Notwithstanding any other provision herein, the Corporation shall not carry on any other activities not permitted to be carried on by (a) a corporation exempt

from federal income tax under Section 501 (c)(3) of the Internal Revenue Code of 1986, as amended, or the corresponding provision of any future United States Internal Revenue Law, or (b) by an organization, contributions to which are deductible under section 170 (c)(2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Prohibited Transactions: No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

**Section 2.4. Non-Discrimination.** The Corporation shall be non-sectarian, non-religious and non-discriminatory, hiring staff and accepting students without discrimination as to race, color, religion, national origin, sex, marital status, sexual orientation, educational affiliation, handicap status, or age, and shall comply with all applicable laws and regulations relating thereto including those specifications regarding admission as to racial composition pursuant to South Carolina Code Ann. § 59-40-50 (B)(6).

**Section 2.5. Enrollment.** Subject to total enrollment limitations, enrollment in the School shall be open to any child in accordance with the South Carolina Charter Schools Act of 1996 and interpreted case law.

### **ARTICLE III-MEMBERS**

**Section 3.1. No Members.** The Corporation shall have no members. Any action which would otherwise, by law, require approval by a majority of all members or approval by the members shall require only approval of the Board of Directors. All rights which would otherwise, by law, vest in the members shall vest in the Board of Directors. Nothing in this Article III shall be construed to limit the Corporation's right to refer to persons associated with it as "members," even though such persons are not members. The Board of Directors may also, but without establishing memberships, create an advisory council or honorary board or such other auxiliary groups as it deems appropriate to advise and support the Corporation.

**Section 3.2. Annual Meetings.** The annual meeting of the Board shall be held on the second Tuesday of October of each year. The Board shall also meet regularly with a quorum present at least eleven (11) times each year. An annual schedule of regular meetings shall be adopted, published and posted at the school office and provided to local media in August of each year. All meetings are open to the public.

**Section 3.3. Place and Time of Annual Meetings.** All meetings of the Board (hereinafter "Board"), including the annual meeting, shall be held at such places within or

without the State of South Carolina and at such times that shall be specified in the respective notices of such meetings or waivers thereof.

## **ARTICLE IV - BOARD OF DIRECTORS, CHARTER GOVERNING BOARD**

**Section 4.1. Management.** The Charter Governing Board means the governing body of the Charter School and also shall be the Board of Directors of the Corporation. The business and affairs of the Corporation shall be managed by the Board of Directors (hereinafter sometimes referred to as the “Board”). The members shall act only as a Board.

**Section 4.2. Responsibilities.** The Board’s responsibilities include, but are not limited to, the following:

- a) sign the Charter School Contract;
- b) ensure compliance with all of the requirements for a charter school as provided by the SCCS Act;
- c) make every effort to maintain a positive working relationship with the Sponsoring School District;
- d) comply with all Federal and South Carolina laws;
- e) develop strategic plans for the School;
- f) adopt and approve the annual budget of the School;
- g) assist in fund raising activities for the School;
- h) validate all major contracts with the School by giving and recording formal approval;
- i) employ and contract with teachers, administrators, and non-teaching employees;
- j) evaluate the Principal/Director of the school at least annually;
- k) ensure that all personnel undergo background checks and fingerprinting prior to hiring;
- l) contract for all other services for the School;
- m) develop pay scales, performance criteria; and discharge policies for the Charter School employees;
- n) approve operating procedures for the School;
- o) ensure that the curriculum fulfills the mission statement of the School;
- p) hear appeals for teacher dismissals and student expulsions;
- q) build and maintain a parent, educator, and community partnership;
- r) ensure that the School will adhere to the same health, safety, civil rights, and disability rights as required by the Sponsoring School District; and
- s) develop and adopt policies and procedures of the school;
- t) oversee and assure the financial health of the School;
- u) perform any and all necessary legal acts to effectuate the purpose of the Corporation.

The faculty of the School, under the direction of the Director/Lead Teacher and Lead Teacher, shall be responsible for the development of the School’s curriculum and teaching methods, consistent with the mission of the School.

**Section 4.3. Composition and Election.** The School will recruit as Members of the Board those persons who qualify under the SCCS Act and demonstrate commitment to the School's mission. The Board shall consist of seven (7) Members of the Board. The Members of the Board shall be elected annually by the parents or guardians of students enrolled in the School and the employees of the School pursuant to the SCCS Act.

Parents or guardians of a student shall have one vote for each student enrolled in the charter school; parents and guardians within each family will determine who will cast that vote. Each employee is given one vote. Members of the Board shall be elected by a plurality of the votes cast. Eligible voters will vote on the entire Board. The Board will be elected at large.

The one year term for each member shall begin on October 1 and expire on September 30. Elections shall be held and results posted by September 30 for the current school year.

**Section 4.4. Annual and Regular Meetings.** The annual meeting of the Board shall be held on the second Tuesday of October of each year. The Board shall also meet regularly with a quorum present at least eleven (11) times each year. An annual schedule of regular meetings shall be adopted, published, and posted at the school office and provided to local media in August of each year. Meetings of the Board shall be general meetings and open for the transaction of any business within the powers of the Board without special notice of such business except in any case where special notice is required by law or by the Bylaws. All meetings are open to the public.

**Section 4.5. Special and Emergency Meetings.** Special meetings of the Board shall be called at any time by the Secretary upon the written request delivered to the Secretary by electronic mail (e-mail) of either the Chairperson or three (3) Members of the Board upon twenty-four (24) hour notice posted and delivered to all members and local news media. Meetings shall be held at the place stated in the notice and shall be open to the public. Emergency meetings may be called at the discretion of the Chairperson. An emergency meeting may be held without notice.

**Section 4.6. Place and Time of Meetings.** All meetings of the Board shall be held at such place or places within or without the State of South Carolina and at such times as shall be specified in the specific notices of such meetings.

**Section 4.7. Notice of Meetings.** Notices of meetings of the Board, along with an agenda, shall be posted in the School and provided to the public in accordance with the requirements of the Freedom of Information Act.

**Section 4.8. Open Meetings and Administrative Records.** All official actions and all deliberations undertaken by a quorum of the Board shall take place at a meeting open to the public, as provided in the Freedom of Information Act, except in cases where executive sessions are authorized pursuant to the Freedom of Information Act

**Section 4.9. Quorum and Voting.** In all meetings of the Board, the presence of a majority of the Members of the Board shall be necessary and sufficient to constitute a quorum. Unless otherwise provided by law or by the Bylaws, the act of a majority of the Members of the Board present shall be the act of the Board. In the absence of a quorum, no business shall be transacted except to take measures to obtain a quorum, fix a time to adjourn, or to take a recess.

Meetings of the Board may be conducted informally, but all decisions of the Board will be taken by vote. At the request of any member, any meeting or action within a meeting will be conducted in accordance with the procedures outlined in the then current edition of Robert's Rules of Order except when they conflict with these Bylaws.

**Section 4.10. Resignation and Removal of Members of the Board.** Any Member of the Board may resign at any time during the elected year of service. Any Member of the Board may be removed at any time with cause at any meeting of the Board by a vote of the Board of the Corporation called for that purpose. Cause will be considered failure to organize or neglect of duty according to the SCCS Act. Members of the Board shall be expected to attend at least seventy-five percent (75%) of all Board meetings and seventy-five percent (75%) of meetings of the committee or committees on which he or she has agreed to serve. Failure to attend meetings as outlined herein may be cause for removal of a Member of the Board. A Member of the Board shall be removed for conviction of a felony crime or a crime of moral turpitude.

**Section 4.11. Vacancies.** In the event any vacancy occurs on the Board, the Chair shall call an election for a new Member of the Board to be held within fifteen (15) days. The election shall be held pursuant to the SCCS Act, and as provided for in these Bylaws. The replacement Member of the Board shall serve for the remainder of the unexpired term of the Member of the Board whose departure created the vacancy. In the event that there can be no quorum due to vacancies on the Board, the Chairperson may appoint temporary Members of the Board who will serve until such time that an election can be held.

**Section 4.12. Compensation and Expenses.** Members of the Board shall serve without compensation but may be reimbursed for expenses incurred when acting at the request of and on behalf of the Board.

**Section 4.13. Qualifications of the Board of Directors.** Members of the Board shall qualify under all requirements of the SCCS Act.

## **ARTICLE V – OFFICERS**

**Section 5.1. Number of Officers.** The officers of the Corporation shall be a Chairperson, a Vice Chairperson, a Secretary, and a Treasurer. The aforementioned officers must be members of the Board. The officers shall perform such duties as usually pertain to the offices which they hold or as may be assigned to them by the Board of Directors.

**Section 5.2. Election of Officers.** The Chairperson, Vice Chairperson, Secretary, and Treasurer of the Board shall be elected annually by the Board of Directors at the designated annual meeting of the Board. Officers shall be elected by a plurality of the votes cast by the Members of the Board and may succeed themselves. Each person elected as an officer shall continue in office until the next annual meeting after his/her election or until his/her successor shall have been duly elected and qualified, or until his/her earlier death or resignation in accordance with the Bylaws. Vacancies of officers caused by death, resignation, or decrease in the number of officers may be filled by a majority vote of the Board at a special meeting called for that purpose or at any regular meeting.

**Section 5.3. Additional Officers and Agents.** The Board, at any meeting, may, by resolution, appoint such additional officers and such agents and determine their term of office and compensation, if any, as it may deem advisable. The Board may delegate to any officer or committee the power to appoint such subordinate officers, agents, or employees and to determine their terms of office and compensation, if any.

## **ARTICLE VI - COMMITTEES**

**Section 6.1. Ad Hoc Committees.** The Board may from time to time, by resolution, constitute such committees of members, officers, employees, members, or non-members, with such functions, powers and duties as the Board deems necessary or appropriate. Unless the Board shall provide otherwise, each such committee shall enact rules and regulations for its governance.

## **ARTICLE VII- INDEMNIFICATION**

**Section 7.1. General.** The Corporation shall indemnify each officer, Board member, employee and representative (“Indemnitee”) from the expenses and risks as set forth in Sections 2 and 3 below if such Indemnitee has acted in good faith or in a manner which he or she reasonably believed to be in or not opposed to the best interests of the Corporation and with respect to criminal action proceeding had no reasonable cause to believe his or her conduct was unlawful. A member shall not be considered to be acting in good faith if he/she has knowledge concerning the matter in question that would cause his/her reliance to be unwarranted or, absent breach of fiduciary duty, lack of good faith or self-damaging actions taken as a member or any failure to take any action shall be presumed to be in the best interests of the Cooperation.

**Section 7.2. Expenses.** Indemnities shall be indemnified against all expenses (including attorney’s fees), judgments, fines and amounts paid in settlement actually and reasonably incurred by the Indemnitee in connection with any threatened, pending or completed action, suit or proceeding whether civil, criminal, administrative or investigative (other than an action by or in the right of the Corporation) by reason of the

fact that the Indemnitee is or was a representative, officer or director of the Corporation, or is or was serving at the request of the Corporation as a representative of another corporation, partnership, joint venture, trust or other enterprise.

## **ARTICLE VIII LIMITATION OF PERSONAL LIABILITY**

**Section 8.1. Personal Liability.** A member of the Board of the Corporation shall not be personally liable for monetary damages for any action taken or any failure to take any action, unless (a) such member has breached or failed to perform his/her duties as a member, including his/her duties as a member of any committee of the Board upon which he/she may serve, pursuant to the standard of care set forth in Section 2 of this Article VIII, and (b) such breach or failure to perform constitutes self-dealing, willful misconduct, or recklessness.

**Section 8.2. Standard of Care.** Each member of the Board of the Corporation shall stand in a fiduciary relation to the Corporation and shall perform his/her duties as a member, including his or her duties as a member of any committee of the Board upon which he or she may serve, in good faith, including reasonable inquiry, skill and diligence, as a person of ordinary prudence would use under similar circumstances. In performing his or her duties, a member shall be entitled to rely in good faith on information, opinions, reports or statements, including financial statements and other financial data, if prepared or presented by those believed to be competent, capable, knowledgeable, or have such expertise on the subject matter.

A member shall not be considered to be acting in good faith if he/she has knowledge concerning the matter in question that would cause his/her reliance to be unwarranted. Absent breach of fiduciary duty or lack of good faith, actions taken as a member or any failure to take any action shall be presumed to be in the best interests of the Corporation.

## **ARTICLE IX – MISCELLANEOUS PROVISIONS**

**Section 9.1. Fiscal Year and Audit.** The fiscal year of the Corporation shall begin on July 1 and end on June 30 each year. The Corporation shall be required periodically and no less than once a year to employ a certified public accountant to audit the accounts of the Corporation and to provide such audits as are required pursuant to the SCCS Act.

**Section 9.2. Execution of Contracts.** The Board may authorize any officer, employee or agent, in the name of and on behalf of the Corporation, to enter into any contract or execute and deliver any instrument, and such authority may be general or confined to specific instances. Unless so authorized by these Bylaws or by the Board, no officer, employee, or agent shall have any power to bind the Corporation by any contract or engagement or to pledge its credit or to render it liable pecuniarily for any purpose or in any amount.

**Section 9.3. Commercial Paper.** All checks and other orders for the payment of money out of the funds of the Corporation, and all notes or evidences of indebtedness of the Corporation, shall be executed on behalf of the Corporation by such officer or officers or employee or employees, as the Board may, by resolution, from time to time determine.

**Section 9.4. Deposits.** All funds of the Corporation not otherwise employed shall be deposited, from time to time, to the credit of the Corporation in such banks, trust companies, or other depositories as the Board may, from time to time, select or as may be selected by any officer or employee of the Corporation to whom such power may, from time to time, be delegated by the Board; and for the purpose of such deposit, any officer, or any employee to whom such power may be delegated by the Board, may endorse, assign and deliver checks, drafts, and other orders for the payment of money which are payable to the order of the Corporation.

**Section 9.5. Notices.** Except as may otherwise be required by law, any notice required to be given shall be in writing and signed by the Chairperson or the Secretary; and any notice so required shall be deemed to be sufficient if given by depositing the same in a post office box in a sealed postpaid wrapper, addressed to the person entitled thereto at his last post office address appearing on the records of the Corporation, and such notice shall be deemed to have been given on the day of such mailing. Any notices required to be given may be waived, by the person entitled thereto in writing (including telegraph, cable, radio or wireless), whether before or after the meeting or other matter in respect of which such notice is to be given, and in such event such notice need not be given to such person.

**Section 9.6. Forms of Records.** When consistent with good business practices, any records of the Corporation may be maintained in other than written form if such other form is capable of reasonable preservation and conversion into written form within a reasonable time.

**Section 9.7. Corporate Records.** The Corporation shall keep as permanent written records a copy of the minutes of all meetings of its members and Board of Directors, a record of all actions taken by the members or Directors without a meeting, and a record of all actions taken by committees of the Board of Directors. The Corporation shall maintain appropriate accounting records. The Corporation or its agent shall maintain a record of the name and address, in alphabetical order, of each member. The Corporation shall keep a copy of the records at its Principal Office.

**Section 9.8. Bylaw Amendments.** These Bylaws may be altered, amended, or repealed and new Bylaws may be adopted by a majority vote of the Board of Directors at a regularly scheduled Board meeting, provided that notice of any proposed amendment or change is made available to Members of the Board and to the public at least 30 days prior to the meeting at which they are voted upon. Only editorial changes to proposed amendments may be made at the meeting. The Board will review the Bylaws at least once every three years. Any amendments to the Bylaws which are inconsistent with the SCCS Act, or would result in the Corporation's loss of its ability to claim non-profit status



under either the Internal Revenue Code or the South Carolina Non-profit Corporation Act, shall be null and void.

**Section 9.9. Severability.** If any provision of these Bylaws or the application thereof to any person or circumstances shall be held invalid or unenforceable to any extent by a court of competent jurisdiction, such provision shall be complied with or enforced to the greatest extent permitted by law as determined by such court, and the remainder of these Bylaws and the application of such provision to other persons or circumstances shall not be affected thereby and shall continue to be complied with and enforced to the greatest extent permitted by law.

**Section 9.10. Usage.** In construing these Bylaws, feminine or neuter pronouns shall be substituted for masculine forms and vice versa, and plural terms shall be substituted for singular forms and vice versa, in any place in which the context so requires. The section and paragraph headings contained in these Bylaws are for reference purposes only and shall not affect in any way the meaning or interpretation of these Bylaws. Terms such as “hereof”, “hereunder” “hereto”, and words of similar import shall refer to these Bylaws in the entirety and all references to “Articles”, “Paragraphs”, “Sections”, and similar cross references shall refer to specified portions of these Bylaws, unless the context clearly requires otherwise. Terms used herein which are not otherwise defined shall have the meanings ascribed to them in the Act. All references to statutory provisions shall be deemed to include corresponding sections of succeeding law.

**Section 9.11. Conflict Between Bylaws, Articles and South Carolina Law.** The Articles of Incorporation of the Corporation and South Carolina law including, without limitation, the South Carolina Nonprofit Corporation Act of 1994, as amended, and the South Carolina Charter Schools Act of 1996, as amended, together with the regulations, are incorporated herein by reference. Any conflict within the terms of these Bylaws, the Articles, and South Carolina law should be resolved in the following order: (1) South Carolina law, (2) the Articles, and (3) these Bylaws.

The foregoing are certified to be the true and complete Bylaws of the Corporation as adopted by Board of Directors as of \_\_\_\_\_, 2003.

Approved this \_\_\_\_ day of \_\_\_\_\_, 2003

Chairman

ATTEST:

Secretary