



## WELCOME TO COVENANT CHRISTIAN SCHOOL

Having the desire to help fulfill our promises made at the baptism of our children, members of the Canadian Reformed Churches opened Covenant Christian School in the fall of 1976. The school was incorporated in 2000. The school was so privileged and blessed by the Lord, that in the fall of 2001, we could celebrate 25 years of Christ-centered education. In the summer of 2003, constitutional changes were made by the society to allow membership for parents who belong to churches with which the Canadian Reformed Churches have ecclesiastical fellowship, and with which the Canadian Reformed Churches are mutually seeking unity. The Lord has further blessed the society with being able to purchase another school building, located in Lambeth, in late 2008. This new building is larger and will be able to better meet the needs of the society, the Lord willing, for many years to come.

The geographical area that is served by Covenant Christian School extends from Wyoming, in the west, near St. Mary's in the north, near Woodstock in the east, and near Aylmer in the south. Bussing is provided in most rural areas by Providence Reformed Collegiate in Komoka. Students living in London and surrounding area who are not on the bus route make alternate arrangements.

Located just west of London in Lambeth, at 7 Howard Avenue, the school consists of 8 grades divided into four classrooms. A library, gym, chapel hall used for assemblies and meetings, and other various rooms make up the remainder of the building. Outside there is playground equipment and a large play area. Pending membership approval, the school hopes to offer kindergarten in September 2009.

Your interest in CCS is appreciated. Contact with the school via the staff or board is always encouraged. We hope this package will answer any questions you may have concerning the school. If further information is required, feel free to contact the school principal, Mr. James Meinen, at 519-203-0266, or email at [cclondon@rogers.com](mailto:cclondon@rogers.com)



7 Howard Avenue  
London, Ontario  
N6P 1B3  
519-203-0266

## FACT SHEET

### STATISTICS

Number of students: 65

Number of staff: 4 full time, 1 part time

### MEMBERSHIP

According to the constitution and bylaws of Covenant Christian School Incorporation, membership is open to confessing members of a Canadian Reformed Church or churches with whom the Canadian Reformed Churches maintain ecclesiastical fellowship, or are mutually pursuing federative unity.

Since Christian education is a covenantal responsibility, everyone is encouraged to join the school society. All membership is subject to Board approval. Donations (one time gifts or monthly pledges) are gratefully accepted. Covenant Christian School is a registered charitable organization, and all donations will be properly receipted.

### FEE SCHEDULE

Category 1a:	New 2 year general membership	\$170/month
Category 1b:	General Membership (singles, newly married, etc.)	\$285/month
Category 2:	Families 2 years prior to registration (incl. Kindergarten)	\$465/month
Category 3a:	Tuition Paying Membership	\$565/month
Category 3b:	Tuition Paying Membership with Transportation	\$635/month
Category 4:	Families with children no longer in school	\$335/month
Category 5:	Retired members, students	\$170/month

**MONTHLY FEES ARE BASED ON 12 MONTHLY PAYMENTS**

**STAFF**

**MR. JAMES MEINEN, PRINCIPAL, GRADES 7 & 8**

Graduated from University of Western Ontario

HBA – Kinesiology

BED – Intermediate and Senior

Received Alison De Bruyne Memorial Award – *Awarded to a 4<sup>th</sup> year Kinesiology student who has demonstrated leadership qualities on a varsity sports team and in the community, and has shown a genuine concern for others.*

Former coach of London Amateur Wrestling & Athletics Club and Beal Secondary School Wrestling Team.

Residential Counselor at the Child and Parent Resource Institute (1996-99)

Member of C.A.R.E. (Curriculum Assistance for Reformed Education)

Currently teaching Grades 7 & 8, position held since August 2004

**MISS LISA OOSTERHOFF, GRADES 1 & 2**

Graduated from Brock University – French

Graduated from Covenant Canadian Reformed Teacher's College – Diploma of Education

Currently teaching Grades 1 & 2, position held since June 2003

**MISS KAREN VANDERDEEN, GRADES 3 & 4**

Graduated with distinction from Redeemer University College

BA – English and Social Studies

BED – Primary and Junior

Received Hamilton Spectator Writing Excellence Award – 2006

Currently teaching Grades 3 & 4, position held since August 2007

**MRS. PAMELA VANDERMEYDEN, GRADES 5 & 6**

Graduated with Distinction from University of Western Ontario

BA – History

BED – Intermediate and Secondary

Currently teaching Grades 5 & 6, position held since August 2006



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### CONTACT INFORMATION

Board chairman:	Mr. Bob Janssens	519-847-5498	<a href="mailto:bjfarms@brktel.on.ca">bjfarms@brktel.on.ca</a>
Board secretary:	Mr. Art Pieterman	519-649-7564	<a href="mailto:apieterman@heatlink.ca">apieterman@heatlink.ca</a>
Board vice-chair:	Mr. Will Dokter	519-845-1162	<a href="mailto:willdokter@gmail.com">willdokter@gmail.com</a>
School principal:	Mr. James Meinen	519-203-0266	<a href="mailto:ccslondon@rogers.com">ccslondon@rogers.com</a>

#### Education Committee

Mr. Will Dokter, chairman	519-845-1162	<a href="mailto:willdokter@gmail.com">willdokter@gmail.com</a>
Mr. James Meinen, principal	519-936-7353	
Mrs. Janine Janssens	519-847-5498	
Mrs. Joanna deBoer	519-245-9458	
Mrs. Erin Pieterman	519-649-7564	

#### Transportation Committee

Mr. Gerald Wattel, chairman	519-680-2390	<a href="mailto:gkwattel@sympatico.ca">gkwattel@sympatico.ca</a>
Rev. Harry Zekveld	519-246-1261	

#### Building Committee

Mr. Gerald Wattel, chairman	519-680-2390	<a href="mailto:gkwattel@sympatico.ca">gkwattel@sympatico.ca</a>
Mr. Dan Kikkert	519-631-2705	
Mr. Dave Kooistra	519-474-9129	

#### Promotion Committee

Mr. Bob Janssens, chairman	519-847-5498	
Mr. Albert Meinen	519-471-9631	
Mr. Ted Schouten	519-453-9618	
Mr. Marty Vandermeijden	519-289-5838	

#### Finance Committee

Mr. Mel Koopman, treasurer & chairman	519-685-6055	<a href="mailto:finance@ccslondon.org">finance@ccslondon.org</a>
Michelle Temple, Bookkeeper	519-645-0424	

#### Website

[www.ccslondon.org](http://www.ccslondon.org)



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REPLY SLIP

If you are interested in becoming a member, please fill in the form below, and return it to the school or hand it to a contact person in your area. Or, if you would like to be on the mailing list, for further information, please fill in the following and mail it to:

Covenant Christian School  
7 Howard Avenue  
London, Ont.  
N6P 1B3  
Phone: 519-203-0266  
Email: [cslondon@rogers.com](mailto:cslondon@rogers.com)

\_\_\_\_\_ Yes, I/we are interested in more information and would like to be on the mailing list.

Name(s) and mailing address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone number: \_\_\_\_\_

Email Address: \_\_\_\_\_



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## **ENROLLMENT FORM**

Please check:                      New enrollment: \_\_\_\_\_ Information update: \_\_\_\_\_

Surname of Student: \_\_\_\_\_

Given name(s): \_\_\_\_\_

Birth date: \_\_\_\_\_ Age: \_\_\_\_\_ Grade: \_\_\_\_\_ Sex: \_\_\_\_\_

Father: \_\_\_\_\_

Mother: \_\_\_\_\_

Home address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Home phone: \_\_\_\_\_ Work phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Name and telephone number of Emergency Contact Person(s):

\_\_\_\_\_  
\_\_\_\_\_

Health card number (include version code): \_\_\_\_\_

Family doctor and telephone number:

\_\_\_\_\_  
\_\_\_\_\_

### **Family History:**

Is there a history of learning difficulties in your family?    Yes: \_\_\_\_\_    No: \_\_\_\_\_

If yes, please explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Medical/Developmental History:**

Child was: Full term: \_\_\_\_\_ Premature: \_\_\_\_\_

State any complications which occurred during pregnancy (e.g. toxemia, diabetes, etc.) or serious illness in the first year of infancy.

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Check where applicable:

_____ Recent physical exam	date/results: _____
_____ Recent eye exam	date/results: _____
_____ Recent hearing exam	date/results: _____
_____ Recent speech evaluation	date/results: _____

Child: (check where applicable)

\_\_\_\_\_ Needs glasses  
\_\_\_\_\_ Wears glasses  
\_\_\_\_\_ Has/had frequent ear infections  
\_\_\_\_\_ Has allergies/asthma  
\_\_\_\_\_ Has/had high fevers  
\_\_\_\_\_ Has/had seizures, convulsions, or staring spells  
\_\_\_\_\_ Has/had hearing difficulties  
\_\_\_\_\_ Experienced injury/accident to the head

Explain any items checked:

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Does this child need to wear a MedicAlert® bracelet? If so, for what condition?

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Is the child on any medication? If so, identify type and dosage.

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*As a rule, teachers are not permitted to give children medication of any kind. If your child requires assistance with any medication for a special condition, please include a signed and dated form of consent authorizing teachers at CCS to administer medications as directed.*

**Educational History:**

List all schools previously attended (preschool to present):

School	Grades	Reason for change
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Full Name and Address of Previous Schools attended:

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Child writes with:

- \_\_\_\_\_ right hand
- \_\_\_\_\_ left hand
- \_\_\_\_\_ uses both
- \_\_\_\_\_ mirror writer

Check where applicable:

- \_\_\_\_\_ repeated grade(s); if so, grade(s) repeated \_\_\_\_\_
- \_\_\_\_\_ received tutoring; if so, subject(s) \_\_\_\_\_
- \_\_\_\_\_ enrolled in special class, if so, what kind of class(es) \_\_\_\_\_
- \_\_\_\_\_ receives/received physical/occupational therapy
- \_\_\_\_\_ receives/received speech or language therapy



State child's best and worst subject \_\_\_\_\_ (best)  
\_\_\_\_\_ (worst)

Has child been tested before? Yes: \_\_\_\_\_ No: \_\_\_\_\_

If yes, give date and location of testing: \_\_\_\_\_

Results of testing: \_\_\_\_\_

Diagnosis:

\_\_\_\_\_ ADD          \_\_\_\_\_ ADHD          \_\_\_\_\_ Learning Disabled

\_\_\_\_\_ Other: \_\_\_\_\_

Additional comments or information regarding child's schooling:

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State the area(s) in which *you* feel your son/daughter needs help:

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Child's interests and skill areas:

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Signature: \_\_\_\_\_

Dated: \_\_\_\_\_

## **Covenant Christian School 2009/2010 Calendar**

**"Have I not commanded you? Be strong and courageous. Do not be terrified; do not be discouraged, for the Lord your God will be with you wherever you go" (Joshua 1:9)**

### **August**

Edcom/Board Meetings TBA  
 27 (Thurs) CARE Meeting  
 30 (Sun) Contact  
 31 (Mon) Staff Prep. Meetings

### **September**

1st - 4rth Staff Prep. Meetings  
 8 (Tues) First Day of School  
 12 (Sat) Meet the Teachers Evening  
 14 (Mon) Education Committee Meeting  
 21 (Mon) Board Meeting  
 29 (Tues) Staff Meeting  
 School Pictures?

### **October**

9 (Fri) Cross Country Meet  
 Thanksgiving Assembly (morning)  
 12 (Mon) Thanksgiving/No School  
 17 (Sat) Soccer Tournament  
 19 (Mon) Education Committee Meeting  
 23 (Fri) Contact Material Due  
 Interim Report Cards  
 26 (Mon) Board Meeting  
 27 (Tues) Staff Meeting  
 28 (Wed) Reformation Day Assembly  
 29, 30 PD Days

### **November**

8 (Sun) Contact  
 9 (Mon) Education Committee Meeting  
 11 (Tues) Remembrance Day Assembly  
 16 (Mon) Board Meeting  
 24 (Tues) Staff Meeting  
 27 (Fri) PD Day

### **December**

1 (Tues) 1st Term Report Cards  
 7 (Mon) Education Committee Meeting  
 11 (Fri) Contact Material Due  
 14 (Mon) Board Meeting  
 15 (Tues) Staff Meeting  
 18 (Fri) Christmas Assembly  
 21 - 31 Christmas Holidays  
 27 (Sun) Contact

### **January**

4 (Mon) Classes Resume  
 11 (Mon) Education Committee Meeting  
 18 (Mon) Board Meeting  
 25 (Mon) Membership Meeting  
 26 (Tues) Staff Meeting  
 22, 29 School Spirit Afternoons

### **February**

5 (Fri) School Spirit Afternoon  
 8 (Mon) Education Committee Meeting  
 12 (Fri) Contact Material Due  
 15 (Mon) Family Day/No School  
 22 (Mon) Board Meeting  
 25, 26 PD Days/Staff Meetings  
 26?? Regional Speaking Contest

### **March**

2 (Tues) 2nd Term Report Cards  
 3 (Wed) Parent Teacher Conferences  
 7 (Sun) Contact  
 8 (Mon) Education Committee Meeting  
 12 (Fri) School Skating  
 15-19 Spring Break - No Classes  
 22 (Mon) Board Meeting  
 23 (Tues) Staff Meeting  
 26 (Fri) Basketball Tournament

### **April**

2, 5 Easter Weekend  
 12 (Mon) Education Committee Meeting  
 16 (Fri) Contact Material Due  
 19 (Mon) Board Meeting  
 27 (Tues) Staff Meeting

### **May**

7 (Fri) Tentative Grandparents Afternoon  
 9 (Sun) Contact  
 10 (Mon) Membership Meeting  
 15 (Sat) Baseball Tournament  
 17 (Mon) Education Committee Meeting  
 21 (Fri) Ascension Day Assembly  
 24 (Mon) Victoria Day - No Classes  
 25 (Tues) Board Meeting  
 27 (Thurs) New Student Day  
 28 (Fri) PD Day/Staff Meeting

### **June**

11 (Fri) Track and Field  
 Contact Material Due  
 14 (Mon) Education Committee Meeting  
 21 (Mon) Board Meeting  
 25 (Fri) Last Day of School/Graduation  
 3rd Term Report Cards  
 28-30 Administration Days

### **July**

4 (Sun) Contact

### **August**

TBA Education Committee Meeting  
 TBA Board Meeting

CANADIAN REFORMED SCHOOL SOCIETY OF LONDON AND DISTRICT INC.

BY-LAW NUMBER 1

Being the General By-law of  
CANADIAN REFORMED SCHOOL SOCIETY OF LONDON AND DISTRICT INC.

CONTENTS OF ARTICLES

- One - Interpretation
- Two - Constitution
- Three - Business of the Corporation
- Four - Directors
- Five - Officers
- Six - Protection of Directors and Officers
- Seven - Committees
- Eight - Members
- Nine - Meetings of Members
- Ten - Notices
- Eleven - Auditor
- Twelve - By-Laws

BE IT ENACTED as by-law of the Corporation as follows:

ARTICLE ONE  
INTERPRETATION

1.01 Definitions In this by-law and all other by-laws of the Corporation, unless the context otherwise requires:

"Act" means the *Corporations Act* (Ontario) and any act that may hereinafter be substituted therefor, as from time to time amended;

"Board" or "Board of Directors" means the board of directors of the Corporation;

"Constitution" means the guiding principles and fundamental tenets of the Corporation as set out in Article Two;

"Corporation" means the corporation without share capital incorporated under the Act by Letters Patent of Amalgamation dated October 27, 2000 and named CANADIAN REFORMED SCHOOL SOCIETY OF LONDON AND DISTRICT INC;

"letters patent" means the Letters Patent of the Corporation as from time to time amended and supplemented by Supplementary Letters Patent;

"meeting of members" includes an annual meeting of members and a special meeting of members;

"special meeting of members" includes a meeting of any class or classes of members, as well as a special general meeting of members; and

- 1.02 Interpretation Words importing the singular number include the plural and vice versa; words importing the masculine gender include the feminine and neuter genders, and words importing persons include individuals, corporations, partnerships, trusts and unincorporated organizations.

## ARTICLE TWO CONSTITUTION

- 2.01 Preamble Members of the Canadian Reformed Church have established Covenant Christian School so that the schooling provided will assist parents in the fulfilment of the covenant promises made at the baptism of their children. Reformed education aims to realize this assistance by equipping the student with the means to employ his talents in the service of God and His kingdom. To ensure that this basic aim is realized, the following is the basis of instruction given at Covenant Christian School and any other school operated by the Corporation from time to time:

- (a) The entire curriculum will be taught in obedience to the Holy Scriptures, the infallible Word of God as confessed in the Three Forms of Unity of the Canadian Reformed Churches.
- (b) Each subject in the curriculum will have as its point of departure the cultural mandate, the command to subdue the earth, as stated in the book of Genesis and elaborated upon in all of Scripture.
- (c) All teaching will take into account that the cultural mandate is to be exercised in a world which is lost in sin, but redeemed by the work of our Lord and Saviour Jesus Christ.

- 2.02 General Aims It is the task of the school to assist parents in educating their children from a Biblical perspective and in doing so to:

- 1. Teach the students that their calling in this world is to know, honour and serve God their Creator, Redeemer and Sanctifier.
- 2. Help the students to employ their talents in the service of God and for the benefit of their neighbours, in all areas of life.

3. **Assist the students in recognizing their value and privileges as God's covenant children.**
4. Remind the students that they are enabled by grace to respond obediently to the call to serve.
5. Help the students discern the pervasive, corrupting influence of secular philosophies, so that they may begin to think in a fundamentally Christian way about all aspects of life.
6. Remind the students that Christ has redeemed this world, and that therefore their work is of **value for the restoration of God's Kingdom.**
7. Show the students that the true knowledge and wisdom is only attainable in knowing and fearing God.

### 2.03 Constitution

- (a) The name of the Corporation is: The Canadian Reformed School Society of London and District Inc.
- (b) The basis of the Corporation is the infallible Word of God and the Three Forms of Unity. This provision may not be repealed or amended as provided in paragraph 13.01 below.
- (c) The aim of the Corporation is: to assist the parents to educate the Seed of the Church **according to the demands of God's Word, as they have promised at the baptism of their children.**
- (d) The Corporation endeavours to reach this aim through establishing and maintaining one or more schools.
- (e) Only confessing members of a Canadian Reformed Church can become members of the Corporation
- (f) Teachers may only be those who are confessing members of a Canadian Reformed Church, live according to their confession and are qualified to teach.
- (g) Pupils may be those who are baptized members of a Canadian Reformed Church: any other enrollment is subject to the decision of the Board. This decision may be appealed at a membership meeting.

2.04 Purpose The purpose of the Corporation is to perform all such activities for the promotion and advancement of Christian education as in agreement with Article 2.02 of this by-law. The Corporation may establish and maintain one or more schools for Christian Education.

ARTICLE THREE  
BUSINESS OF THE CORPORATION

- 3.01 Head Office The head office of the Corporation shall be in the City of London, in the County of Middlesex, in the Province of Ontario and at such place therein as the directors may from time to time determine.
- 3.02 Seal The seal, an impression whereof is stamped in the margin hereof, shall be the corporate seal of the Corporation.
- 3.03 Financial Year Until otherwise determined by the Board, the financial year of the Corporation shall end on the last day of June in each year.
- 3.04 Execution of Instruments Deeds, transfers, assignments, contracts, licences, obligations, certificates and other instruments may be signed on behalf of the Corporation by any two (2) persons who are the president or a vice-president or a director and by the secretary or the treasurer or an assistant secretary or an assistant treasurer or another director. Any person authorized to sign an instrument on behalf of the Corporation may affix the corporate seal thereto. Contracts in the ordinary course of the Corporation's operations may be entered into on behalf of the Corporation by the President, Vice-President, Treasurer or by any person authorized by the Board. The President, Vice-President, the directors, Secretary or Treasurer, or any one of them, or any person or persons from time to time designated by the board of directors may transfer any and all shares, bonds or other securities from time to time standing in the name of the Corporation in its individual or in any other capacity or as trustee or otherwise and may accept in the name and on behalf of the Corporation transfers of shares, bonds or other securities from time to time transferred to the Corporation, and may affix the corporate seal to any such transfers or acceptances of transfers, and may make, execute and deliver under the corporate seal any and all instruments in writing necessary or proper for such purposes, including the appointment of an attorney or attorneys to make or accept transfers of shares, bonds or other securities on the books of any company or corporation.
- Notwithstanding any provisions to the contrary contained in the by-laws of the Corporation, the Board may at any time by resolution direct the manner in which, and the person or persons by whom, any particular instrument, contract or obligations of the Corporations may or shall be executed.
- 3.05 Banking Arrangements The banking business of the Corporation shall be transacted with such banks, trust companies or other firms or corporations as may from time to time be designated by or under the authority of the Board. Such banking business or any part thereof shall be transacted under such agreements, instructions and delegations of powers as the Board may from time to time prescribe or authorize.
- 3.06 Voting Rights in Other Companies The proper signing officers of the Corporation may execute and deliver instruments of proxy and arrange for the issuance of voting certificates or other evidence of the right to exercise the voting rights attaching to any shares or other securities held by the Corporation. Such instruments, certificates or other evidence shall be in favour of such person or persons as may be

determined by the officers signing them or arranging therefor. In addition, the Board may from time to time direct the manner in which or the person or persons by whom any particular voting rights or class of voting rights may or shall be exercised.

#### ARTICLE FOUR DIRECTORS

- 4.01 Number of Directors and Quorum The affairs of the corporation shall be managed by a Board of directors, until changed in accordance with the Act. The number of directors shall be six (6) or such other number as shall be determined by special resolution of the directors and members, of whom a majority shall constitute a quorum.
- 4.02 Qualification All directors shall be members of the Corporation. A full-time employee of the Corporation or his/her spouse are ineligible to serve as directors. Full-time employment for this purpose shall mean ordinarily working thirty (30) hours per week or more, excluding vacation time.
- 4.03 Powers The Directors of the Corporation may administer the affairs of the Corporation in all things and make or cause to be made for the Corporation, in its name, any kind of contract which the Corporation may lawfully enter into and, save as hereinafter provided, generally, may exercise all such other powers and do all such other acts and things as the Corporation is by its Letters Patent or otherwise authorized to exercise and do, subject to the following restrictions:
- (a) no purchase, sale or conveyance, mortgage or lease, of any real estate belonging to the Corporation shall be made, unless the affirmative vote shall be first obtained of a majority of voting members of the Corporation present at a meeting of members of the Corporation duly and specially called for that purpose.
  - (b) No sale, mortgage, or conveyance shall be made of any gift, grant or donation, conveyance, devise, or bequest which would be inconsistent with the express terms of the plain intent of the grant, donation, gift, conveyance, devise or bequest.
- 4.04 Election and Term
- (a) starting with the first Annual General meeting, the directors of the Corporation shall be elected and shall retire in rotation so that one-third of the Board is elected each year;
  - (b) at each Annual General Meeting thereafter, directors shall be elected for three (3) year terms to fill the vacancies as they occur from the expiry of the terms of office so designated;
  - (c) the Board shall ordinarily call for nominations for Directors from the members two months prior to the Annual General Meeting. Members may submit nominations in writing not less than 28 days prior to the Annual General Meeting. All nominations must bear the signatures of two members of the Corporation and the written consent of the nominee. The Board shall prepare a state of nominations for election to the Board which shall include, but not be limited to, the nominations properly submitted from among the members as aforesaid. There shall be no further nominations in addition to the state prepared by the Board as set forth above;

- (d) the Board shall include, except in the event of a vacancy occurring pursuant to paragraph 4.05 below, at least one member of each of Pilgrim Canadian Reformed Church (London) and Grace Canadian Reformed Church (Kerwood);
- (e) a retiring director shall be eligible for re-election;
- (f) the term "year" shall mean the period of time from the date of election or appointment as director to the date of the next general meeting.

4.05 Vacation of Office The office of a director shall be vacated upon the occurrence of any of the following events:

- (a) if a receiving order is made against him\her or if he\she makes an assignment under the *Bankruptcy and Insolvency Act*;
- (b) if an order is made declaring him\her to be a mentally incompetent person or incapable of managing his\her affairs;
- (c) if he\she shall be removed from office by resolution of the members as provided in section 4.06;
- (d) on death; or
- (e) if by notice in writing to the secretary of the Corporation he\she resigns his\her office.

4.06 Removal of Directors The members may, by resolution passed by at least two-thirds (2/3) of the votes cast thereon at a special meeting of members called for that purpose, remove any Director before the expiration of his\her term of office and may, by majority vote, elect any person in his\her stead for the remainder of his\her term.

4.07 Vacancies Vacancies on the Board of Directors, however caused, may so long as a quorum of Directors remain in office, be appointed by the Board, if they shall see fit to do so until the next annual general members meeting or special meeting, otherwise such vacancy shall be filled at the next annual meeting of the members at which the directors for the ensuing year are elected, but if there is not a quorum of directors, the remaining directors shall forthwith call a meeting of the members to fill the vacancy. If the number of directors is increased between the terms, a vacancy or vacancies, to the number of the authorized increase, shall thereby be deemed to have occurred, which may be filled in the manner above provided.

4.08 Calling of Meetings Except as otherwise required by law, the Board of Directors may hold its meetings at such place or places as it may from time to time determine. No formal notice of such meetings shall be necessary if all the directors are present, or if those absent have signified their consent to the meeting being held in their absence. Director's meetings may be formally called by the President or Vice-President or by the Secretary on direction of the President or Vice-President or by the Secretary on direction in writing by two (2) directors. Notice of such meeting shall be delivered, telephoned or transmitted by facsimile to each director not less than two (2) days (excluding Saturdays, Sundays and bank holidays) before the meeting is to take place or shall be mailed to each director no less than ten (10) days before the meeting is to take place. The statutory declaration of the Secretary or President that



notice has been given pursuant to this by-law shall be sufficient and conclusive evidence of the giving of such notice. A director's meeting may also be held, without notice, immediately following the annual meeting of the Corporation. The directors may consider or transact any business either special or general at any meeting of the Board.

- 4.09 First Meeting of New Board Provided a quorum of directors be present, each newly-elected Board may without notice hold its first meeting immediately following the meeting of members at which such Board is elected.
- 4.10 Regular Meetings The Board may appoint a day or days in any month or months for regular meetings at an hour to be named and of such regular meeting no notice need be sent.
- 4.11 Place of Meeting Meetings of the Board shall be held at the head office of the Corporation or elsewhere in Canada or, if the Board so determines or all absent directors consent, at some place outside Canada.
- 4.12 Chair The president or, in his/her absence, a vice-president, who is a director shall be chair of any meeting of directors; and, if no such officer be present, the directors present shall choose one (1) of their number to be chair.
- 4.13 Votes to Govern Questions arising at any meeting of directors shall be decided by a majority of votes. In case of an equality of votes, the Chair shall not have a second or casting vote.

All votes at any such meeting shall be taken by ballot if so demanded by any director present, but if no demand be made, the vote shall be taken in the usual way by assent or dissent. A declaration by the Chair that a resolution has been carried and an entry to that effect in the minutes shall be admissible in evidence as prima facie proof of the fact without proof of the number or proportion of the votes recorded in favour of or against such resolution. In the absence of the President his/her duties may be performed by the Vice-President or such other director as the Board may from time to time appoint for the purpose.

- 4.14 Remuneration The directors shall receive no remuneration for acting as such. The directors may be paid their travelling and other out-of-pocket expenses properly incurred by them in attending meetings of the Board or of the members, or in carrying out their duties as approved by the Board of Directors, upon submission of expense reports and receipts therefore.
- 4.15 Books and Records The directors shall see that all necessary books and records of the Corporation required by the by-laws of the Corporation or by any applicable statute or law are regularly and properly kept.

## ARTICLE FIVE OFFICERS

- 5.01 Appointment of Officers There shall be a President, a Vice-President, a Secretary and a Treasurer or in lieu of a Secretary and Treasurer, a Secretary-Treasurer and such other officers as the Board of Directors may determine by by-law from time to time. One person may hold more than one office except the offices of President and Vice-President.

The President and Vice-President shall be elected by the Board of Directors from among their number at the first meeting of the board after the annual election of such Board of Directors, provided that in default of such election the then incumbents, being members of the board, shall hold office until their successors are elected.

5.03 Terms of Employment and Remuneration The other officers of the Corporation need not be members of the Board and in the absence of written agreement to the contrary the employment of all officers shall be settled from time to time by the Board. The Board may remove at its pleasure any officer of the Corporation, without prejudice to such officer's rights under any employment contract. Otherwise, each officer elected or appointed by the Board shall hold office until his\her successor is appointed, save that the term of office of any officer who is a director shall expire if and when he shall cease to be a director.

5.04 President The President shall, when present, preside at all meetings of the members of the Corporation and of the Board of Directors. The President shall also be charged with the general management and supervision of the affairs and operations of the Corporation. The President, with the Secretary, or other officer appointed by the Board for the purpose, shall sign all by-laws and membership certificates.

During the absence or inability of the President, his\her duties and powers may be exercised by the Vice-President, and if the Vice-President, or such other director as the Board may from time to time appoint for the purpose, exercises any such duty or power, the absence or inability of the President shall be presumed with reference thereto.

5.05 Vice-President During the absence or disability of the President, his\her duties shall be performed and his\her powers shall be exercised by the Vice-President. A Vice-President shall have such other powers and duties as the Board or the President may prescribe.

5.06 Secretary The secretary shall be ex officio clerk of the Board of Directors. He\she shall attend at all meetings of the Board of Directors and record all facts and minutes of all proceedings in the books kept for that purpose, provided the Board may delegate such recording function to a staff member of the Corporation. He\she shall give all notices required to be given to members and to directors. He\she shall be the custodian of the seal of the Corporation and of all books, papers, records, correspondence, contracts and other documents belonging to the Corporation which he\she shall deliver up only when authorized by a resolution of the Board of Directors to do so and to such person or persons as may be named in the resolution, and he\she shall perform such other duties as may from time to time be determined by the Board of Directors.

5.07 Treasurer The treasurer, or person performing the usual duties of a treasurer, shall keep full and accurate accounts of all receipts and disbursements of the Corporation in proper books of account and shall deposit all moneys or other valuable effects in the name and to the credit of the Corporation in such bank or banks as may from time to time be designated by the board of directors. He\she shall disburse the funds of the Corporation under the direction of the Board of Directors, taking proper vouchers therefor and shall render to the Board of Directors at the regular meetings thereof or whenever required of him\her, an account of all his\her transactions as treasurer, and of the financial position of the

Corporation. He/she shall also perform such of the duties as may from time to time be determined by the Board of Directors.

- 5.08 Duties of Other Officers The duties of all other officers of the Corporation shall be such as the terms of their engagement call for or as the Board of Directors requires of them. Any of the powers and duties of an officer to whom an assistant has been appointed may be exercised and performed by such assistant, unless the Board or the President otherwise directs.
- 5.09 Variation of Duties From time to time the Board may vary, add to or limit the powers and duties of any officer.
- 5.10 Agents and Attorneys The Board shall have power from time to time to appoint agents or attorneys for the Corporation in or out of Canada with such powers of management or otherwise (including the power to appoint or subdelegate as may be thought fit).

## ARTICLE SIX PROTECTION OF DIRECTORS AND OFFICERS

- 6.01 Limitation of Liability No director or officer of the Corporation shall be liable for the acts, receipts, neglects or defaults of any other director or officer or employee, or for joining in any receipt or other act for conformity, or for any loss, damage or expense happening to the Corporation through the insufficiency or deficiency of title to any property acquired by order of the Board for or on behalf of the Corporation, or for the insufficiency or deficiency of any security in or upon which any of the monies of the Corporation shall be invested, or for any loss or damage arising from the bankruptcy, insolvency or tortious act of any person with whom any of the monies, securities or effects of the Corporation shall be deposited, or for any loss occasioned by any error of judgment or oversight on his/her part, or for any other loss, damage or misfortune whatever which shall happen in the execution of the duties of his/her office or in relation thereto unless the same shall happen through his/her own wilful neglect or default.
- 6.02 Indemnity Every director and officer of the Corporation and his/her heirs, estate trustees and administrators and estate and effects, respectively, shall from time to time and at all times be indemnified and saved harmless out of the funds of the Corporation from and against:
- (a) all costs, charges and expenses whatsoever that such director or officer sustains or incurs in or about any action, suit or proceedings that is brought, commenced or prosecuted against him/her for or in respect of any act, deed, matter or thing whatsoever made, done or permitted by him/her in or about the execution of the duties of his/her office; and
  - (b) all other costs, charges and expenses that he/she sustains or incurs in or about or in relation to the affairs of the Corporation;

except such cost, charges or expenses as are occasioned by his/her own wilful neglect or default.

ARTICLE SEVEN  
COMMITTEES

- 7.01 Committees The Board may from time to time appoint such committee or committees, as it deems necessary or appropriate for such purposes and with such powers as it shall see fit. Any such committee may formulate its own rules of procedure, subject to such regulations or directions as the Board may from time to time make.
- 7.02 Standing Committees The Board may from time to time establish standing committees which may include the following:
- (a) Education;
  - (b) Finance;
  - (c) Promotion;
  - (d) Fundraising;
  - (e) Property, and
  - (f) Transportation.

The Board shall have the ability to create such standing committees, which shall include at all times at least one (1) member of the Board.

- 7.03 Ad hoc Committees The Board may from time to time form such ad hoc committees as it may determine from time to time by resolution. Membership on ad hoc committees shall include at all times at least one (1) member of the Board and may include individuals who are not a director of the Corporation or a member of the Corporation.
- 7.04 Advisory Group The Board may also form a group of individuals consisting of past members of the Board or individuals who have demonstrated an interest in the work of the Corporation to act as an advisory group, Board or committee. Such advisory group, however named shall not have any power with respect to the Corporation but may be called upon by the Board to provide advice, guidance and assistance.

ARTICLE EIGHT  
MEMBERS

- 8.01 Members The membership of the Corporation shall consist of those persons at least eighteen (18) years of age and who have indicated their agreement to the Constitution of the Corporation, as outlined in Article Two, and such other individuals and such corporations, partnerships and other legal entities as are admitted to the membership in the Corporation by resolution of the Board. Membership may be conditional upon the payment of a fee, assessment or other charge as determined by the Board. The Board may prescribe a membership form to be signed by a member. Each member shall promptly be

informed by the Secretary of his\her admission as a member. The Board shall maintain an up-to-date list of members, available for inspection at all times.

- 8.02 Classes of Membership The Board may by ordinary resolution prescribe classes of membership and prescribe the form of membership applications and the membership fee, if any, for such separate class of membership. The Board may also prescribe whether or not such special class of membership shall be entitled to attend meetings of members and have voting rights.
- 8.03 Term of Membership The interest of a member in the Corporation is not transferable and lapses and ceases to exist upon failure to pay the fee for membership, if any, within a time after which such fee is due as the Board may prescribe from time to time or upon death of a member, resigning or otherwise ceasing to be a member in accordance with the by-laws of the Corporation.
- 8.04 Resignation Members may resign by resignation in writing which shall be effective upon acceptance thereof by the Board of Directors. In case of resignation, a member shall remain liable for payment of any assessment or other sum levied or which became payable by him\her to the corporation prior to acceptance of his resignation.
- 8.05 Removal The Board may pass a resolution authorizing the removal of a member for cause from the register of members of the Corporation. No such resolution shall be put before the Board until after the member in question has been notified in writing of the cause and afforded an opportunity for a hearing before the Board.

The Board shall notify any such member of the act which, in their opinion, is improper or detrimental to the Corporation and of the time and place of the meeting of the Board at which the member in question will be heard. Such notice shall be given at least one (1) week prior to such meeting.

## ARTICLE NINE MEETING OF MEMBERS

- 9.01 Annual Meeting The annual or any other general meeting of the members shall be held at the head office of the Corporation or elsewhere in Ontario as the Board of Directors may determine and on such day as the said directors shall appoint. At every annual meeting, in addition to any other business that may be transacted, the report of the directors, the financial statement and the report of the auditors shall be presented and a Board of Directors elected and auditors appointed for the ensuing year and the remuneration of the auditors shall be fixed. The members may consider and transact any business either special or general without any notice thereof at any meeting of the members. The Board of Directors shall have power to call at any time a general meeting of the members of the Corporation. No public notice nor advertisement of members' meetings, annual or general, shall be required, but notice of the time and place of every such meeting shall be given to each member by sending the notice in accordance with Article Eleven, ten (10) days before the time fixed for the holding of such meetings; provided that any meetings of members may be held at any time and place without such notice if all the members of the Corporation are present there or represented by proxy duly appointed, and at such meeting any business may be transacted which the Corporation at annual or general meetings may transact.

- 9.02 Special Meetings The Board of Directors shall have the power to call a special meeting of members at any time or by written request of at least one-third (1/3) of the members of the Corporation. Notice of time and place of each meeting of members shall be given in the manner hereinafter provided not less than fourteen (14) days before the day on which the meeting is to be held to each member of record at the close of business on the day on which the notice is given. Notice of a special meeting of members shall state the general nature of the matters to be considered at it. The auditors of the Corporation are entitled to receive all notices and other communications relating to any meetings of members that any member is entitled to receive.
- 9.03 Place of Meetings Meetings of members shall be held at the head office of the Corporation or elsewhere in the municipality in which the head office is located or, pursuant to section 9.04 or if the Board shall so determine, at some other place in Canada or elsewhere; provided that every meeting of members at which directors are elected shall be within Canada.
- 9.04 Meetings Without Notice A meeting of members may be held at any time and place without notice if all the members entitled to vote thereat are present in person or represented by proxy or waive notice of, or otherwise consent to, such meeting being held, and at such meeting any matters may be considered which the Corporation at a meeting of members may transact.
- 9.05 Chair, Secretary and Scrutineers The President, or, in his/her absence, a Vice-President who is director of the Corporation shall be Chair of any meeting of members; if no such officer be present within fifteen (15) minutes from the time fixed for holding the meeting, the persons present and entitled to vote shall choose one (1) of their number to be Chair. If the Secretary of the Corporation be absent, the Chair shall appoint some person to act as Secretary of the meeting. If desired, one (1) or more scrutineers may be appointed by a resolution or by the Chair with the consent of the meeting.
- 9.06 Persons Entitled to be Present The only persons entitled to attend a meeting of members shall be those entitled to vote thereat, the auditors of the corporation and others who, although not entitled to vote, are entitled or required under any provision of the Act or the Letters Patent or by-laws to be present at the meeting. Any other person may be admitted only on the invitation of the Chair of the meeting or with the consent of the meeting.
- 9.07 Quorum A quorum for the transaction of business at any meeting of members shall consist of not less than fifty percent (50%) of the members present in person, or represented by proxy.
- 9.08 Right to Vote Subject to the provisions, if any, contained in the Letters Patent of the Corporation, and subject to the provisions of any Resolution of the Board passed pursuant to Section 9.02, each member of the Corporation shall at all meetings of members be entitled to one (1) vote and he/she may vote by proxy. Such proxy must himself/herself be a member and before voting shall produce and deposit with the Secretary sufficient appointment in writing from his/her constituent or constituents. No member shall be entitled either in person or by proxy to vote at meetings of the Corporation unless he/she has paid all dues or fees, if any, then payable by him/her.
- 9.09 Proxies At any meeting of members a proxy duly and sufficiently appointed by a member shall be entitled to exercise, subject to any restrictions expressed in the instrument appointing him/her, the same voting rights that the member appointing him/her would be entitled to exercise if present at the meeting. An instrument appointing a proxy shall be in writing and shall be acted on only if, prior to the time of

voting, it is deposited with the secretary of the Corporation or of the meeting or as may be directed in the notice calling the meeting.

9.10 Votes to Govern At all meetings of members every question shall be decided by a majority of the votes of the members present in person or represented by proxy unless otherwise required by the by-laws of the Corporation or by law.

9.11 Show of Hands Every question, except the election of Directors, shall be decided on the first instance by a show of hands unless a poll be demanded by any member. Upon a show of hands, every member having voting rights shall have one (1) vote, and unless a poll be demanded a declaration by the Chair that a resolution has been carried or not carried and an entry to that effect in the minutes of the Corporation shall be admissible in evidence as prima facie proof of the fact without proof of the number or proportion of the votes accorded in favour of or against such resolution.

The demand for a poll may be withdrawn, but if a poll be demanded and not withdrawn the question shall be decided by a majority of votes given by the members present in person or by proxy and such poll shall be taken in such manner as the Chair shall direct and the result of such poll shall be deemed the decision of the Corporation in general meeting upon the matter in question. The election of Directors shall be conducted by written ballot, provided that the Chair may direct that in the case of a vote for acclamation of a Director or Directors, such election may be decided by a show of hands, subject to the foregoing.

9.12 Casting Vote In case of an equality of votes at any general meeting, whether upon a show of hands or at a poll, the Chair shall not be entitled to a second or casting vote.

9.13 Adjournment Any meetings of the members or of the directors may be adjourned to any time and from time to time and such business may be transacted at such adjourned meeting as might have been transacted at the original meeting from which such adjournment took place. No notice shall be required of any such adjournment. Such adjournment may be made notwithstanding that no quorum is present.

## ARTICLE TEN NOTICES

10.01 Method of Giving Notices Any notice (which term includes any communication or document) to be given, sent, delivered or served pursuant to the Act, the Letters Patent, the by-laws or otherwise to a member, director, officer or auditor shall be sufficiently given if delivered to his\her first address as recorded in the books of the Corporation or if mailed by prepaid ordinary mail or airmail addressed to him at his\her last address as recorded in the books of the Corporation or if sent to him at his\her said address by means of facsimile transmission or recorded communication. Provided that notice shall be sufficiently made if given in accordance with the usual practice established by the Board from time to time.

**The secretary may change the address on the Corporation's books of any member, director, officer of auditor in accordance with any information believed by him\her to be reliable. A notice so delivered shall be deemed to have been given when it is delivered personally or at the address aforesaid; a notice so mailed shall be deemed to have been given when deposited in a post office or public letter box; and a**

notice sent by any means of transmitted or recorded communication shall be deemed to have been given when delivered to the appropriate communication company or agency or its representative for dispatch.

- 10.02 Computation of Time In computing the date when notice must be given under any provision requiring a specified number of days' notice of any meeting or other event, the date of giving the notice shall be excluded and the date of the meeting or other event shall be included.
- 10.03 Omissions and Errors No error or omission in giving notice of an annual or general meeting or any adjourned meeting, whether annual or general, of the members of the Corporation shall invalidate such meeting or make void any proceedings taken there.
- 10.04 Waiver of Notice Any member (or his/her duly appointed proxy or representative), director, officer or auditor may waive any notice required to be given to him/her under any provision of the Act or the letters patent or the by-laws of the Corporation, and such waiver, whether given before or after the meeting or other event of which notice is required to be given, shall cure any default in giving such notice.

ARTICLE ELEVEN  
AUDITOR

- 11.01 Appointment and Remuneration The members shall at each annual meeting appoint an auditor to audit the accounts of the Corporation and to hold office until the next annual meeting, provided that the directors may fill any casual vacancy in the office of the auditor. The remuneration of the auditor shall be fixed by the Board of Directors.

ARTICLE TWELVE  
DISSOLUTION

- 12.01 Dissolution The Corporation may only be wound up or dissolved upon a resolution passed by an affirmative vote of ninety (90%) of the members entitled to vote at a general meeting called for that purpose.

ARTICLE THIRTEEN  
BY-LAWS

- 13.01 Repeal and Amendment The by-laws of the Corporation may be repealed or amended by by-law enacted by a majority of the directors at a meeting of the Board of directors and sanctioned by an affirmative vote of at least two-thirds (2/3) of the members at a special meeting duly called for the purpose of considering the said by-law, provided that paragraph 2.03(b) and this paragraph may not be repealed or amended.

PASSED by the directors and sealed with the seal of the Corporation, the     day of             , 2001.

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Chair



\_\_\_\_\_  
Secretary c/s

SANCTIONED by the members the            day of            , 2001.

\_\_\_\_\_  
Secretary c/s

## BY-LAW NO. 2

A By-Law respecting the borrowing of money and the issuing of securities by:

CANADIAN REFORMED SCHOOL SOCIETY OF LONDON AND DISTRICT INC.  
(herein called the "Corporation")

BE IT ENACTED as a By-Law of the Corporation as follows:

1. Without limiting the borrowing powers of the Corporation as set forth in the *Corporations Act (Ontario)* (the "Act") the Directors of the Corporation may, from time to time:

- (a) borrow money upon the credit of the Corporation;
- (b) issue, re-issue, sell or pledge debt obligations of the Corporation, including without limitation, bonds, debentures, notes or other similar obligations of the Corporation whether secured or unsecured;
- (c) charge, mortgage, hypothecate, pledge or otherwise create a security interest in all or any currently owned or subsequently acquired, real or personal, movable or immovable, property of the Corporation, including without limitation, book debts, rights, powers, franchises and undertakings, to secure any present or future indebtedness, liabilities or other obligations of the Corporation;
- (d) authorize any director or directors, officer or officers, employee of the Corporation or other person or persons, whether connected with the Corporation or not, to make arrangements with reference to the moneys borrowed or to be borrowed as aforesaid and as to the terms and conditions of the loan thereof and as to the securities to be given therefor, with power to vary or modify such arrangements, terms and conditions and to give such additional securities for any money borrowed or remaining due by the Corporation as the directors of the Corporation may authorize and generally to manage, transact and settle the borrowing of money by the Corporation;

(e) authorize any director or directors, officer or officers, employee of the Corporation or other person or persons, whether connected with the Corporation or not, to sign, execute and give on behalf of the Corporation all documents, agreements and promises necessary or desirable for the purposes aforesaid and to draw, make, accept, endorse, execute and issue cheques, promissory notes, bills of exchange, bills of lading and other negotiable or transferable instruments and the same and all renewals thereof or substitutions therefor so signed shall be binding upon the Corporation;

2. The powers hereby conferred shall be deemed to be in supplement of and not in substitution for any powers to borrow money for the purposes of the Corporation possessed by its directors or officers independently of a borrowing by-law.

PASSED by the directors and sealed with the Corporation's seal this        day of        , 2001.

\_\_\_\_\_  
President

SEAL

Sanctioned by the Members the        day of        , 2001.

\_\_\_\_\_  
Secretary