

# Charter

## ***Article I: Purpose***

Concerned Muslims of Tulsa and surrounding localities, hereby establishes, under the laws of the State of Oklahoma; Peace Academy School, to be located in Tulsa, Oklahoma. The School shall be organized and operate as a not-for-profit entity.

The School is established pursuant to the Muslim community's responsibilities and its unswerving commitment to further Islamic understanding, religious education, and development of its young people in addition to General Education as provided through the prevailing American educational curriculum.

The exclusive purpose of the School is to provide the best of formal education i.e. all the conventional subjects of the Oklahoma School System as well as instruction in Islamic Religion, Studies and Practices; Arabic Language; and General Education for young people of the Muslim community residing in Northeastern Oklahoma.

## ***Article II: Government***

A. Composition of the Board of Trustees – The School shall be governed by a Board of Trustees according to written By-Laws to be adopted by it. The composition of the Board of Trustees shall be as follows:

Chairman of the Board; and  
Trustees whose number will be at least six (6) and no more than twenty (20), excluding the Chairman.

The Majlis Al-Shura of the Islamic Society of Tulsa shall appoint the first three (3) Trustees and a School Superintendent (Principal) whose term shall commence with effect from August 1, 1990. These three Trustees shall elect at least three (3) other Trustees and the first Chairman of the Board. Additional vacancies shall be filled according to the By-Laws

B. Responsibilities of the Board of Trustees – The Board shall adopt By-Laws that may be amended from time to time and may choose such officers, establish such committees and make such rules as it decides consistent with this Charter.

The Board shall oversee the educational and administrative operation of the School. The property, business and affairs of the School shall be managed by the Board. Responsibilities of the Board, consistent with this Charter, particularly as to fulfilling its religious and educational mission, shall be:

- To adopt and amend the By-Laws and other appropriate policies, procedures and rules for the efficient operation of the Board and the School;
- To adopt, periodically assess and, if necessary, amend the Mission Statement of the School;
- To appoint the School Superintendent (Principal) as the chief administrative officer of the School and provide clear written description of his/her responsibilities and authority to ensure effective day to day administration of the School.
- To approve the selection of other administrative officials of the School as defined in the By-Laws;
- To adopt all budgets, including the Annual Operating Budget and the Capital Budget, upon recommendation of the Superintendent (Principal);
- To assess periodically the Board's performance;
- To establish a long range plan;
- To establish the admission policies;
- To approve operational guidelines for administration of the School;
- To provide assistance to the Superintendent (Principal) in carrying out policies and ensuring that the administration adheres to the budget;
- To acquire, sell, lease, hypothecate, improve and take all reasonable and proper action as to the real and personal property and the other assets of the School;
- To take legal action on behalf of the School and any other steps that may be reasonable and necessary and appropriate on behalf of the School; and 13. To carry out such other responsibilities as prescribed in the By-Laws to fulfill the Mission and Charter of Tulsa Islamic School.

In carrying out these responsibilities, the Board shall be guided by Islamic heritage, traditions and mutual counsel and shall not authorize or engage in any activities or exercise any powers that are not in furtherance of Islamic educational purposes.

**Article III: Administration**

A. Superintendent – The chief administrative officer of the School shall be the Superintendent, who shall have general responsibility for the operations of the School under the policies and guidelines that have been approved by the Board of Trustees under this Charter.

B. Responsibilities of the Superintendent – The responsibilities of the Superintendent, consistent with the Charter and policies and guidelines adopted by the Board, shall be:

- To have day-to-day responsibility for the educational and religious operations of the School;
- To develop if so asked by the Board, and present to the Board for approval the policies, procedures, goals and guidelines of the School;
- To prepare the Annual Operating Budget and, if necessary, Capital Budget for approval by the Board and to provide financial information as the Board may from time to time require;
- To present to the Board for approval any new and unanticipated expenditure that exceeds \$5,000 which has not previously been approved;
- To recommend annually wage and salary policies and guidelines (excluding that directly related to his/her compensation) for Board approval;
- To recruit, hire, promote, evaluate, supervise and , if necessary terminate the services of all teachers and staff personnel, including the authority to sign employment contracts;
- To establish and administer admission standards and procedures;
- To establish and enforce appropriate standards of conduct for the students and staff,
- To establish and carry out extracurricular programs for the School;
- To evaluate the physical plant needs of the School and maintain its facilities;
- To establish and maintain positive relation between the School and community;
- To report periodically on all activities to the Chairman of the Board, and immediately with respect to significant incidents and events;
- To prepare quarterly financial statements for the Board;
- To execute contracts on behalf of the School, except as otherwise reserved for the Board under this Charter, its By-Laws, or the actions of the Board; and
- To perform other duties as directed by the Board.

**Article IV: Operations and Limitations**

A. Scope and Enrollment of the School – The School may provide education for students from Kindergarten through Grade 12. Specific decisions regarding the implementation of this general authority shall be made by the Board of Trustees whose decision is final. The enrollment of the School shall be determined by the Board of Trustees.

B. Admissions – The primary purpose of the School is to provide education for the young people of the Muslim community residing in Oklahoma. The school may also accept other applicants, including, non-Muslim, who meet the School's standards.

C. Funding – Tuition may be charged by the School. The School may also solicit private contributions without incurring any obligation contrary to the Charter of the School or interest of the Muslim community of Tulsa. Any unobliged funds remaining in the next fiscal year shall be held for use by the School in the next fiscal year. These requirements are to be applied to help assure the integrity of the not for profit status of the School.

D. Limitations on Activities – The activities of the School shall be limited to those reasonably necessary to achieving the religious and education purposes described herein. Notwithstanding any other provision of the Charter, the school shall not carry on any other activities not permitted to be carried on by an organization which is exempt from United States income tax under Section (c) (3) of the United States Internal Revenue Code.

E. Assets – The property of the School is irrevocably dedicated to the religious and education purposes set forth, and no part of the net income or assets of the School shall ever be used to the benefit of any trustee or officer, or to the benefit of any private person. Upon dissolution of the School, its assets remaining after payment, or provision for payment, of all debts and liabilities of the school, shall be transferred to the North American Islamic Trust (NAIT) to be used exclusively for religious, educational or other charitable interests of Northeastern Oklahoma.

F. Indemnification Clause – The School shall indemnify each member of its Board of Trustees and all other officers of the School against expenses, judgements, fines, settlements and other amounts actually and reasonably incurred in connection with any proceeding arising by reason of the fact any such person is or was a Trustee or officer of the School and shall advance to

such Trustee of officers expenses incurred in defending such proceeding, provided that, in the determination of the Board, such person acted in good faith, in a manner such person believed to be in the best interests of the School and with such care, including reasonable inquiry, as an ordinarily prudent person in a like position would use under similar circumstances. For the Purposes of this Article, a "Trustee" of "officer" of the school includes any person who is or was a Trustee or officer of the School.

G. Relationship with the Islamic Society of Tulsa – The role played by the members and officials of the Tulsa's Islamic Society of Tulsa in establishing the Peace Academy School is incidental to being Muslims concerned about preserving the Muslim Character of the coming generation, and shall not be construed to establish or infer any legal or formal relationship between the two organizations.

***Article V: Ammendment of the Charter***

This Charter may be amended by a majority vote of the entire Board of Trustees, which majority must include the Chairman of the Board.

***Article VI: Applicable Laws***

The School, its Board of Trustees, the Superintendent and all other persons acting on its behalf , shall at all times act consistent with and in furtherance of its religious and educational goals and shall act in conformity with appropriate laws of the state of Oklahoma and the United States of America.

Executed on behalf of the Peace Academy and pursuant to its direction this \_\_\_\_\_day of August, 1990 in the City of Tulsa, State of Oklahoma.

Amendments:

Peace Academy to replace Peace Elementary.

Principal to replace Superintendent.