



Bayaan Academy Bylaws

Purpose

Bayaan Academy is a not-for-profit educational institution established for the service of the community in the Tampa Bay area. It is dedicated to equip students with the essential skills and character, enabling them to be the torchbearers for the generations to come. Bayaan Academy's mission is to foster a culture of treating students as assets by providing appropriate measures for their mental, physical, and spiritual growth. Bayaan Academy is committed to serving students of any race, color, religion, gender, national or ethnic origin and accords them all rights, privileges, programs, and activities generally accorded or made available to students at the Academy. The Academy does not discriminate on the basis of race, color, religion, gender, national or ethnic origin in the administration of its educational policies, admission policies, scholarship programs, athletic programs, or other Academy-administered programs.

Vision

Bayaan Academy prepares its students to be torchbearers for future generations and to be successful in this life and the hereafter.

Mission

Bayaan Academy fosters a God-conscious culture where everyone is valued and respected, providing a nurturing environment which cultivates students' creativity and their academic, social-emotional, physical, and spiritual growth.

Bayaan Academy strives to provide the highest academic standards in Language Arts, Math, Science, Social Studies, and Technology, with equal focus on the Qur'an, Tafseer, Arabic to Understand Qur'an, Sunnah (Prophetic traditions), and Islamic Education.

I. Board of Directors (BOD)

A. Membership

1. The Board of Directors shall consist of a minimum of five (5) voting members and a maximum of nine (9) voting members.
2. At least two-thirds (2/3) of the voting members of the Board shall be Continuing Directors, defined as individuals who have served on the Board for more than one (1) year.
3. The Board shall be selected through a self-perpetuating process and shall consist of voting and non-voting members. All Board members shall be United States residents and meet the eligibility requirements set forth in Article III.
4. Newly appointed voting Board members shall initially serve a one-year probationary term beginning on July 1 and ending on June 30.
5. At the conclusion of the probationary term, the Board member may be approved for continued service by a two-thirds (2/3) vote of the voting Board members present at a duly held meeting at which a quorum exists.
6. Upon successful completion of the probationary term, the Board member shall serve a three-year term.
7. At the conclusion of each three-year term, a Board member may be renewed for an additional three-year term upon approval by a two-thirds (2/3) vote of the voting Board members present at a duly held meeting at which a quorum exists.
8. There shall be no limit on the number of terms a Board member may serve, provided the member continues to receive the required Board approval for renewal.
9. If a vacancy occurs during a term, or if the number of voting members falls below five (5), the Board shall fill the vacancy within ninety (90) days. Any individual appointed to fill a vacancy shall serve the remainder of the unexpired term.
10. The Head of School shall serve as a non-voting member of the Board of Directors and shall not be counted toward quorum requirements.

B. Rights and Responsibilities

1. Set strategic plans and policies for the welfare of Bayaan Academy.
2. Approve budgets and drive fundraising activities.
3. Approve educational, administrative, and financial policies and procedures submitted by the Executive Committee and/or the Head of School.
4. Elect and confirm the Executive Committee.
5. Appoint ad hoc committees.
6. Recruit, hire, and annually evaluate the Head of School.
7. Appoint eligible individuals to fill vacancies.

8. Terminate Board membership by a two-thirds (2/3) vote in a duly held meeting.
9. Amend the bylaws by a three-fourths (3/4) vote in a duly held meeting.
10. Support the vision and mission of Bayaan Academy.

C. Meetings

1. The Board shall hold regular meetings at least once per school quarter and once during the summer.
2. Two-thirds (2/3) of voting Board members shall constitute a quorum.
3. A simple majority vote of voting Board members present at a duly held meeting shall constitute valid resolutions unless otherwise specified in these bylaws.
4. Emergency meetings may be called by the Chairman, any Executive Committee member, any two voting Board members, or by written request of two-thirds (2/3) of parents/legal guardians and/or full-time staff.
5. Meetings may be open sessions or closed sessions.
6. The Board may enter into Executive Session at any duly called meeting. Attendance at Executive Session shall be limited to such individuals as determined by the voting members of the Board. The Head of School and other non-voting members may be excluded from Executive Session at the discretion of the Board.

D. Duration

1. Newly appointed Board members shall serve an initial one-year probationary term beginning July 1 and ending June 30.
2. Upon successful completion of the probationary term, the Board member shall serve a three-year term beginning July 1 and ending June 30.
3. Any renewed term shall be for a period of three years beginning July 1 and ending June 30.
4. A Board member may lose his/her seat by resignation, removal, failure to attend three consecutive regular meetings without valid excuse, or failure to maintain eligibility requirements.

II. BOD Executive Committee

A. Membership

The Executive Committee shall consist of:

- Chairman
- Vice Chairman (optional)
- Treasurer
- Secretary

The Board shall elect Executive Committee members by a two-thirds (2/3) vote from among the voting Board members.

B. Rights and Responsibilities

The Executive Committee shall oversee execution of Board resolutions, maintain records, prepare reports and budgets, support the Head of School, and conduct annual evaluations of the Head of School.

C. Duration

1. The term of the BOD Executive Committee Members shall begin on July 1 and end on June 30 of each year.
2. The Board of Directors shall elect or reappoint the Executive Committee members annually at the first regular Board meeting following July 1.
3. Executive Committee members may be re-elected without limitation unless otherwise determined by the Board.

III. Eligibility to Serve on the Board of Directors

1. Must support the Mission and Vision of Bayaan Academy.
2. Must be willing to submit to a Level II Background Screening.
3. Must be willing to accept and adhere to the responsibilities of Board membership.

IV. Disqualification from Serving on the Board of Directors

The following individuals are not eligible to serve:

1. Bayaan Academy faculty or staff members.
2. Spouses of Bayaan Academy faculty or staff members.
3. Spouses of voting Board members.
4. Individuals who do not agree to or fail the required background screening.
5. Individuals charged with sexual offenses.
6. Individuals convicted of a felony offense carrying a potential incarceration period exceeding one year.
7. Individuals engaged in businesses or activities that violate the tenets of Islam.

V. Finances

1. The fiscal year shall begin on July 1 and end on June 30.
2. The Treasurer shall submit a financial report at each regular Board meeting.

VI. Amendments

1. Any proposed amendment must be submitted in writing to the Chairman at least two weeks before a designated Board meeting.
2. Amendments require approval by a three-fourths (3/4) vote of the Board at a duly held meeting.
3. The Board of Directors shall review these Bylaws annually following the commencement of the fiscal year on July 1 and shall consider any recommended amendments at a duly called Board meeting.

VII. Conflict of Interest Policy

The Conflict of Interest Policy protects the interests of Bayaan Academy when considering transactions or arrangements that may benefit private interests. Each Board member shall annually sign and comply with the Conflict of Interest Policy.

VIII. Dissolution

In the event of dissolution, all assets and liabilities may be transferred to another tax-exempt organization upon approval by a simple majority of the Board.