Commonwealth of Kentucky EDUCATIONAL BULLETIN

STATE COURSE OF STUDY

FORMS FOR USE IN ORGANIZING HOLDING CORPORATIONS

President Frank L. McVey University of Kentucky Lexington, Kentucky



Published By

DEPARTMENT OF EDUCATION

JOHN W. BROOKER
Superintendent of Public Instruction

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FOREWORD

Section 4377-12, Kentucky Statutes, imposes upon the State Board of Education, on the recommendation and with the advice of its executive officer, the Superintendent of Public Instruction, the duty of prescribing, printing, publishing, and distributing at public expense, rules, regulations, courses of study, curriculums, etc.

Section 4384-26, Kentucky Statutes, provides that:

"The Superintendent of Public Instruction shall prepare, or cause to be prepared, and submit for approval and adoption and publication by the State Board of Education minimum courses of study for the different grades and kinds of common schools of the Commonwealth, and regulations governing educational equipment of school buildings and classrooms."

In accordance with this authority imposed upon the Superintendent of Public Instruction, a copy of the state course of study for grades one to twelve, inclusive, adopted by the State Board of Education, is being published herein.

Demand for forms necessary in planning building projects has exhausted our present supply. The forms printed herein will serve as suggestions to boards of education and citizens of the Commonwealth in preparing to finance building projects.

JOHN W. BROOKER, Superintendent of Public Instruction. in the vides

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APPROVED STATE COURSES OF STUDY FOR GRADES 1 TO 12

The school laws do not provide that any specific subjects be taught in the common schools. Section 4384-26, Kentucky Statutes provides that:

"The Superintendent of Public Instruction shall prepare, or cause to be prepared, and submit for approval and adoption and publication by the State Board of Education minimum courses of study for the different grades and kinds of common schools of the Commonwealth, and regulations governing educational equipment of school buildings and classrooms."

The following courses of study have been adopted by the State Board of Education for grades one to twelve of the common schools. An effort has been made to arrange the programs for grades seven and eight in such a manner that either the six-year high school or the junior high school organization may be adopted for a school district. The starred subjects are the core or required subjects to be taught in each grade throughout the State. One or more of the other subjects may or may not be included in the program of a particular school district.

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This Minimum Course of Study is set up in accordance with Section 4384-26, Kentucky Statutes, and as a guide in the purchase of textbooks by the State. Each local board of education will adopt its own course of study upon the recommendation of its superintendent, which course must include all subjects listed in the State Minimum Course of Study, plus such additional subjects from the optional list as may be necessary to meet local needs. It is strongly urged that Music and Art be included in the lower six grades in all local courses of study where it is practical to teach these subjects.

If funds are available after purchasing textbooks for those subjects on the State's Minimum Course of Study, two additional textbooks will be purchased for the first grade, two for the second grade, and one textbook for each of the remaining elementary grades for those subjects selected from the optional list by the local board of education upon the recommendation of its superintendent.

ELEMENTARY GRADES

First Grade	Seco	ond Grade
*Primer *Reading Art Music Writing Health Safety Science Social Science	*Reading *Writing *Spelling Art Music Health Safety Science Social Science	ee

Third Grade

*Reading
*Language
*Writing
*Spelling
*Arithmetic
*Health
Art
Music
Geography
Safety
Science

Social Science

Fourth Grade

*Reading
*Language
*Writing
*Spelling
*Arithmetic
*Health
*Geography
*History
Art
Music
Safety
Science
Social Science

Sixth Grade

*Reading
*Language
*Writing
*Spelling
*Arithmetic
*Health
*Geography
*History
Art
Music
Science
Social Science
Safety

*Reading *Language *Writing *Spelling *Arithmetic *Health *Geography *History Art Music Science Social Science

Safety

Seventh Grade

Fifth Grade

*Reading
*Language
*Geography
*Kentucky History
*Government (Including
Kentucky Government)
*Arithmetic
*Health or *Elementary Science
Art
Music
Writing
Spelling
Guidance
Safety

*Reading *Language *U. S. History *Arithmetic *Agriculture or *Ele. Science Art Music Writing Spelling Health Guidance Safety

JUNIOR HIGH SCHOOL

Seventh Grade

Eighth Grade

*English:
 *Literature
 *Composition

*Social Science, Integrated, or
 *U. S. History

*Mathematics

*Agriculture or *Ele. Science
Art
Music
Writing
Spelling
Health

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Home

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Seventh Grade-Continued

Writing
Spelling
Guidance
Safety
Home Economics
Industrial Arts

Eighth Grade-Continued

Guidance
Safety
Home Economics
Industrial Arts
Jr. Business Training
Foreign Languages
Latin
Spanish
French

German

English:

Ninth Grade

English:
 Literature
 Composition
Mathematics
Social Science, Integrated, or
 Civics
 Ancient and Medieval History
Health
General Science
Foreign Languages
 Latin

Ninth Grade

Spanish
French
German
Music
Art
Home Economics
Vocational Agriculture
High School Spelling
High School Arithmetic
Safety
General Language
Practical Mathematics

SENIOR HIGH SCHOOL

8-4 Organization

Tenth Grade

English: Literature Composition Civics Ancient and Medieval History Health and Physical Education High School Arithmetic Algebra General Science Foreign Languages Latin Spanish French German Music Art Home Ecnoomics Vocational Agriculture Industrial Arts High School Spelling Safety Practical Mathematics General Language

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Literature Composition Modern History-World History Health and Physical Education Algebra Business Arithmetic Foreign Languages Latin Spanish French German Biology Home Economics Vocational Agriculture Industrial Arts Art Music

Eleventh Grade

English:
 Literature
 Composition
United States History
Health and Physical Education
Plane Geometry
Foreign Languages

Twelfth Grade

English:
Literature
Composition
Advanced Civics
Economics
Sociology
Health and Physical Education

Eleventh Grade-Continued

Latin
French
Spanish
German
Chemistry
Home Economics
Vocational Agriculture
Industrial Arts
Music
Art
Typewriting
Shorthand
Bookkeeping and Accounting
Public Speaking
High School Geography
Business Spelling
Advanced General Mathematics
Journalism

General Business

Twelfth Grade—Continued Foreign Languages Latin French Spanish

German
Physics
Solid Geometry
Trigonometry
Home Economics
Vocational Agriculture
Industrial Arts
Music
Art
Bookkeeping and Accounting
Shorthand
Typewriting
Office Practice
Commercial Law

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THE ORGANIZATION OF A HOLDING CORPORATION

The first step in the organization of a holding corporation is to interest several leading citizens of your school district in the proposition. Five or more persons thus interested should then band themselves together, draw up articles of incorporation and sign them. A copy of these articles of incorporation should then be filed with the county clerk and the original should be mailed to the Secretary of State. A nominal fee, usually about three dollars, is charged by the Secretary of State for this service.

After the receipt of a certificate of approval from the Secretary of State, the incorporators of the holding corporation should then meet and organize by electing one of its members president, one vicepresident, one secretary and one treasurer. The incorporators or directors of the holding corporation should then draw up brief by-laws governing the organization and should determine the time and place of meeting. After the holding corporation is organized the school board should convey title to the site, upon which the proposed school building is to be constructed, to the holding corporation. The corporation will then name its trustee, usually a bank, trust company or an individual. The trustee then issues bonds against the school site and improvements to be made upon the site in amount and at times ordered by the corporation.

The sale of the bonds, advertising for sealed bids on the construction of the building, the awarding of a contract for the erection of the building and the actual construction of the school building follow. Upon the completion of the building the holding corporation enters into a lease contract with the board of education whereby the board of education agrees to rent the building from the holding corporation annually, at a rental sufficient to pay the interest on the bonds and the principal as the bonds mature.

Numerous cases involving the organization of holding corporations to finance schoolhouse construction have been before the Court of Appeals and in each instance the validity of this method has been upheld. A partial list of such decisions of the Court of Appeals follows:

Bridges v. Scott County Board of Education, 234 Ky. 836; Whitworth v. Breckinridge County Board of Education, 225 Ky. 222,

7 S. W. (2nd) 1070; Button v. Trimble County Board of Education, 235 Ky. 771; Rothchild v. Shelbyville Board of Education, 254 Ky. 467; Reneer v. Centertown Educational Corporation, et al., 253 Ky. 328; Waller v. Georgetown Board of Education, 209 Ky. 726, 273 S. W. 498; Overall v. City of Madisonville, 125 Ky. 684, 102 S. W. 278, 31 Ky. Law Reporter 278, 12 L. R. A. (N. S.) 433;

Gosney, et al. v. Butler Consolidated Graded School, 219 Ky. 242.

SUGGESTED POINTS TO BE OBSERVED

- 1. The board of education should determine the approximate amount of money which it may set aside in its budget each year for rental without seriously handicapping the other functions of the school system. Unless the board of education has a sufficient taxing margin to provide an annual appropriation for rental or can clearly show that further economy under the present taxing arrangement is possible so that a certain definite amount can be set aside each year as rental, a holding corporation should not be undertakem. In fact, it is very doubtful if a market could be found for the bonds except under the favorable condition set out above.
- 2. The amount of rental which a board of education can set aside each year will determine the amount of bonds which the holding corporation should issue and consequently, the cost limitation of the proposed project, the schedule for retirement of the serial bonds and the number of years over which the bond issue is spread.
- 3. The confidence of leading citizens who are interested in the schools must be secured. The board of education is dependent upon citizens other than members of the board of education to organize a holding corporation and the need for such a corporation should be carefully explained. It should be pointed out that such a corporation is private in character and that the vote of the people is not required for issuance of bonds, neither is the holding corporation governed by constitutional or statutory debt limitations placed upon boards of education. It should further be pointed out that the private property of incorporators is in no way liable for any debt or contract of the corporation.
- 4. The banks of the community should be approached and interested in the proposition. The holding corporation will be largely dependent upon the banks to market the bonds. If local banks are not interested, it is possible that one or more firms of bond brokers could be interested in the purchase of the issue of bonds. It is a good idea to draw up the plans roughly for a holding corporation, that is, determine the amount of money needed and the number of years over which the serial bonds will mature, which, of course, is dependent upon the rental which the board can pay and then ascertain what rate of interest the bonds must bear in order to market them. If the local banks or a firm of bond brokers is to purchase them at par, it is generally a good policy in the bids on interest rate to ask the prospective purchaser to take care of all costs incident to the organization of the holding corporation, which includes cost of filing artcles of incorporation, all legal fees and the printing or engraving of bonds.
- 5. It is suggested that all bonds be subject to call at par at any time. This protects the board of education and the holding corporation and makes it possible for them to retire more of the debt than its schedule provides for in the event that the board unexpectedly finds itself in possession of an unexpended balance at the end of any fiscal year. This, of course, would relieve the board of education of further interest payments on these bonds.
- 6. The board of education and holding corporation must work in close cooperation. The holding corporation is dependent upon the board of education to rent the building which it constructs, consequently, the holding corporation should delegate the selection of an architect and the planning of the school building to the board of education. It is usually wise to have a building committee made up of two or more members of the board of education and representatives of the holding corporation to handle all minor details during the planning and construction of the building.

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held atof	Board of Education Kentucky, on the day 19, the following members were present: President Secretary
and secretary be authorized	d and carried unanimously that the president on behalf of Board
of Education to execute a d Corporation of	Leed to
raising funds to finance	been submitted to this board a certain plan for
to the	rided in that plan that the
for the consideration of and also to provide for the Educational Corporation at made, seconded and unanim now ordered that the Pres a deed and a lease, and, aft hands of the Secretary of the above mentioned considerates said deed and lease are made	Dollars, execution and delivery of a lease between said and said Board of Education, on motion duly hously carried by vote of the entire board, it is ident and Secretary for and on behalf of the Board of Education execute both her said execution the same shall be left in the e Board for final delivery on the payment of the ion and the execution of said lease by the said Educational Corporation. Copies of the de a part of these minutes and of this order.
Rv	Board of Education President Secretary
ARTICLE	S OF INCORPORATION
KNOW ALL MEN BY THE	SE PRESENTS:
	I
That	
	o form a corporation under the laws of the Com-
	II
	with, sue and be sued, adopt a corporate seal

IV

The business proposed to be transacted, conducted and carried on by said corporation shall not be for profit, but shall be for educational and other charitable purposes; to receive, hold, disburse gifts, bequests and other funds for said purposes, to own and maintain suitable real estate and buildings for its purposes, and to do all things necessary and incident thereto.

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Said corporation shall have no capital stock, and is formed not for profit, but to promote the cause of education.

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The affairs and business of the corporation shall be conducted by not less than _______ directors, one of whom shall be elected president and another vice-president. The president shall be the chief executive officer of the corporation. The first board of directors shall be elected by the members of said corporation at such time and place as a majority of the members may determine, and thereafter an election of directors shall be held at the corporation's office ________ Kentucky, on _______ of each year, and they shall hold their office for one year and until the election and qualification of their successor. The board of directors shall have power to make all such by-laws and rules to regulate the business of the corporation as will not be inconsistent with the provisions of these articles of incorporation and the laws of the Commonwealth.

VIII

IX

In no event shall the private property of the incorporators, or directors, be subject to or in any way liable for any debt or contract of its corporation

In testimony whereof, witness our hands this day of, 19...... n shall be ... County, ied on by A Copy Attest: tional and uests and County Court Clerk County. eal estate d incident CERTIFICATE OF CLERK OR NOTARY STATE OF KENTUCKY d not for COUNTY OF , a Notary Public, in and for the County and State aforesaid, do hereby certify that the foregoing articles of incorporation of the were this day produced to me in my office by able after Kentucky. and acknowledged by said parties and each of them to be their act and rs, unless orporation deed. _____ day of ______, 19...... ed by not Notary Public in and for County, Kentucky. ident and (SEAL) ve officer ed by the COMMONWEALTH OF KENTUCKY, ity of the COUNTY s shall be Clerk of the County tucky, on Court in and for the county aforesaid, do hereby certify that the foregoing neir office ssor. The articles of incorporation of day presented to me in my office, certified as above and lodged for record. and rules Whereupon the same, the foregoing certificate and this certificate have stent with s of the been duly recorded in my office. Given under my hand this...... day of, 19......, any time .. dollars, incurred Clerk of County Court, benefit of, Kentucky. Ву, D. С ty except ed in VII ds, notes, DEED er indebt-TO EDUCATIONAL CORPORATION
BY BOARD OF EDUCATION n writing ls, notes, any, rep-This indenture made and entered into this the day of, 19...... WITNESSETH, That whereas the Education of _______, Kentucky, at a meeting held on the ______, day of ______, duly directors, rporation

passed and adopted by unanimous vote the resolution authorizing the sale and transfer of the hereinafter described real estate to the
being the same property deeded to the Board of Education by deed dated the day of 19 , 19 , and of record in deed book No. , page , in the office of the County Court Clerk of County, Kentucky. To have and to hold unto the said Educational Corporation, its successors and assigns forever, with all the privileges and appurtenances thereto belonging with covenant of general warranty.
WITNESSETH the hand and seal of said board of education of
By, President, Secretary
FORM OF BOND
COMMONWEALTH OF KENTUCKY
United States of America
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secured by a Trust Deed, made by said company to the ng the sale ntucky, for of the terms and conditions thereof on which the said bonds are issued s, and the and secured and for a description of the security therefor and the rights of sly entered al corporathe bondholders thereto. ks of said The right is hereby reserved to the company to pay any or all of said bonds at any interest paying period, by the payment of principal and accrued uted. interest, and on giving ten days previous notice as prescribed in said on has this Trust Deed; provided, however, that the bonds to be paid before maturity convey to oration of shall be selected by lot from the whole number then outstanding. ribed real This bond shall not be valid and obligatory unless and until authenticated as one of said series of bonds by a certificate endorsed hereon, signed Bank,, by the Kentucky (Trustee). -----This bond may be registered in the owners' name on the registration Board of ..., 19....., the said books by the registered owner hereof in person, or by his attorney duly authorized, and similarly noted on the bond; but the same may be disice of the ky. charged from registry by being transferred in a manner aforesaid to bearer, lucational after which it shall be transferable by delivery, but it may again be registered as before. The registry of this bond as above shall not restrain the negotiability of the interest coupons by delivery merely. leges and y. On default in the payment of interest or of the principal of any of said f..... bonds, or default in the performance of any of the covenants made by the company in said Trust Deed, the principal of this bond may become and be due and payable before the above specified maturity, together with the CATION accrued interest thereon, as provided in said Trust Deed. President No personal liability whatever, by virtue of any statute or otherwise, shall attach to or be incurred by the officers, or directors of said company, or any or either of the undersigned, by reason of any of the obligations, covenants, or agreements expressed or implied in this bond, or in the coupons hereof or in the said Trust Deed. The execution and delivery of this bond on behalf of said company is authorized and directed by resolution of the Board of Directors. In witness whereof, the said Educational Corporation has caused these presents to be signed in its corporate name by its president or vice president, its corporate seal to be attached to be executed in its behalf by the signature of its secretary this..... day of, 19... By Educational Corporation
By , President
Secretary ration, a entucky ed, and of regis-Dollars FORM OF INTEREST COUPONS present ... with, 19....., the f which On the 1st day of Educational Corporation will pay to the bearer hereof, at the, Bank,, Kentucky, Dollars, in gold coin of the United roperly States of America of or equal to the present standard of weight and fineness, verally being six months interest on its First Mortgage Bond No., subject, however, to the conditions of said bond. ky. d from Educational Corporation of like By, President , Secretary

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FORM OF TRUSTEE'S CERTIFICATE

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This is to certify that this bond is one of the bonds mentioned in the Mortgage or Trust Deed referred to within.
By Bank
This the, Secretary, 19
Kentucky.
COMMONWEALTH OF KENTUCKY
BOND OF
No
KNOW ALL MEN BY THESE PRESENTS: That the Educational Corporation in County, Kentucky, for value received, acknowledges itself indebted to and hereby agrees to pay to bearer.
Dollars in lawful money of the United States of America, on the day of pearly of the United States of America, on the per cent per annum, payable on the day of each year, on presentation and surrender of the annexed coupons as they severally mature. Both pricipal and interest of this bond are hereby made payable at Kentucky.
For the prompt payment of this bond and the interest thereon at maturity, the full faith, credit and resources of said corporation is hereby irrevocably pledged. This bond is one of a series numbered consecutively from 1 to
inclusive, of the denomination of
The said corporation reserves the option of redeeming this bond at any time after one year from its date by paying the principal and accrued interest thereon. In case this bond shall be called in for redemption before maturity, notice thereof in writing shall be given to the holder or holders thereof by the Secretary of the said corporation at least thirty days before the date fixed for redemption, and should this bond not be presented for redmption, the same shall cease to bear interest from and after the date fixed for redemption.
It is hereby certified and declared that the issue of this bond and the series of which it is a part is duly authorized by law and provided for in the order and authority of the trustee named for this corporation that all acts, conditions and things required to be done precedent to and in the issuance of this series of bonds and of this bond have been properly done and performed and have happened in regular and due time, form and manner as required by law; and that the payment of this bond and of the series of which it is a part and the payment of the interest coupons hereto annexed shall be paid as the same shall become due. In witness whereof the Educational Corporation, of County,

Kentucky, by order of its board of officers, has caused this bond and this series of bonds, and the interest coupons hereto attached to be signed by the Chairman and Secretary of said board. Given under our hands this theday of, Educational Corporation By, Chairman INTEREST COUPON \$..... On the.....day of..... Educational Corporation of in the county of Commonwealth of Kentucky, hereby promises to pay to the bearer at..... Dollars, in lawful money of the United States of America, being Educational Corporation By President Secretary CONTRACT BETWEEN EDUCATIONAL CORPORATION AND BOARD OF EDUCATIONday of THIS INDENTURE made and entered into this..... WITNESSETH: That whereas, by a certain resolution unanimously adopted and passed at a meeting held at its regular meeting place in..... , Kentucky, on the day of the first part authorized a sale and transfer of the property hereinafter described, upon certain terms and conditions hereinafter set forth, and directed the president and secretary of said Board of Education to execute deed to the said party of the second part for and on behalf of the said party of the first said date, and WHEREAS, said purchase price has now been paid in full, NOW, in consideration of the premises and of the agreements and covenants hereinafter set forth, the said party of the first part has this day bargained and sold and does hereby sell and convey unto the said party of the second part the following described real estate located in County, Kentucky, and bonded and described as follows:

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Bank President TO HAVE AND TO HOLD, together with all the appurtenances thereunto belonging unto the party of the second part, its successors and assigns, forever, together with covenant of general warranty of title, but and upon the further consideration and upon the following described conditions:

That the party of the second part has this day leased to the party of the first part, and the party of the first part has agreed to lease from the party of the second part, the premises hereinbefore set out and described, upon the following terms:

1. This lease is to run for a period of one year from the date hereof with the privilege and option on the part of said Board of Education to renew same upon the same terms at the end of each year for another annual rental period, and so on until such time as said Board of Education can legally take over the title to said premises and grounds on the terms and conditions as set out herein, but said option to renew is not to extend for a longer period than twenty years; and it is further and expressly understood that the said Board of Education does not bind itself under this agreement to lease said property for more than one year or bind itself for the rentals thereof, hereinafter set forth, for more than one year.

3. It is further agreed as additional rental for said leased premises that the said Board of Education shall pay the said Trustee an amount equal to each year's insurance charges against said property and provided for in said mortgage, to keep all improvements and to pay all other charges against the property for said year, including the necessary expenses of the Trustee in handling the trust for that particular year, and all other expenses in content of the charges against the property of the charges against the said lease of the trust for that particular year, and all other expenses in content in the charge of the charge o

penses in connection with the sale and issuance of said bonds.

4. As said contract or lease is renewed and for each year thereof under the option contained in this lease, the said Board of Education agrees to pay the same rental, charges, etc., for each year for which the same is renewed, provided, however, that the amount of rental each year shall be reduced by the amount of interest on such bonds as may from year to year have been paid by said Board of Education.

5. It is further a part of the consideration of this conveyance, and it shall be provided in the trust mortgage referred to, that the said Board of Education shall have the option, on any interest paying date, to pay all

or any part of said bonds.

7. It is further a part of the consideration of this conveyance, and it shall be also provided in said mortgage, that in event the interest on

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9. It is further a part of the consideration of this conveyance, and it shall be so provided in the mortgage aforesaid, that the said board of Education is given and is hereby granted the exclusive option, on any interest paying date of said bonds, during the life of this contract and lease and while same is in force according to its terms, to repurchase said property at the price of the total amount of the bonds and interest due and unpaid, and such charges as may be incurred under this contract at the time of said option of repurchase shall be exercised by said Board of Education.

10. It is further part of the consideration of this conveyance, and it shall be so provided in said mortgage, that said Trustee shall execute and deliver to said Board of Education a receipt for all moneys paid to it hereunder, including the amount to be applied toward the retirement of the principal sum of said bonds, and said receipts for said sum when so executed by said Trustee shall immediately vest in the Board of Education a lien on the above decribed real estate to such amounts as may have been paid by it toward the retirement of the principal of said bonds, but said lien shall be second and inferior to the lien to secure the bonds aforesaid and is to be held under the same terms and conditions.

In witness of which the parties hereto have set their hands on the day and date first above written.

	BOARD OF EDUCATION,	, Kentucky,
	Party of the First Part By	
Attest:	, Secretary.	
	Party of the Second Part.	
	Dv.	President

Attest: , Secretary.



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