



# Homebuilders Homeschool Bylaws

## Article 1 – Name, Purpose, Location

Section 1 – The name of this organization shall be Homebuilders Homeschool.

Section 2 – Homebuilders Homeschool is organized for educational, religious, and charitable purposes under section 501(c)(3) of the Internal Revenue Code.

- A. The mission of Homebuilders Homeschool is to be a private, Christian support group of homeschooling families. Homebuilders Homeschool exists to give home school parents and students encouragement, friendship, and opportunities for educational activities. Homebuilders Homeschool also supports organizations working to protect and promote private home education.
- B. Homebuilders Homeschool provides a forum for group interaction, parent meetings, dissemination of information from CHEA (Christian Home Educators Association) of California and HSLDA (Home School Legal Defense Association), connection with other local and state home school organizations, and a relay for general home school information.
- C. At all group activities, Homebuilders Homeschool reserves and exercises the freedom to speak and teach about God’s Word-the Bible, Jesus Christ, and any topic related to Christian homeschooling.
- D. The Board does not necessarily plan activities, but the Board encourages member families to plan and execute various activities for the benefit of other member families.
- E. Homebuilders Homeschool’s focus is private homeschooling and is not a forum for information concerning schooling outside of and instead of private homeschooling. This organization does not regulate or enforce any one teaching method or philosophy of education to its member families. In a spirit of friendship, charter school members are welcome to join Homebuilders Homeschool with the hope of educating all members about the clear benefits of private homeschooling.

“Except the Lord build the house, they labor in vain who build it!” Psalm 127:1

Section 3 – The principal office location of Homebuilders Homeschool shall be located in East Contra Costa County in the State of California. The organization may have any number of offices at such places as the Board may determine.

## Article 2 – Membership

Section 1 – The organization will not have voting members. All decisions will be made by the Board of Directors.

Section 2 – The qualifications for (nonvoting) membership (i.e., participation only) will be:

- A. Members must be one of the following:
  - a. Currently homeschooling:
    - i. Defined as:
      1. overseeing their own private schools in their homes (filing their affidavits)

2. enrolled in a PSP (private school satellite program)
  3. enrolled in an ISP (independent study program)
  4. enrolled in a Charter school
  5. using a tutor
- ii. Families must be currently homeschooling (not enrolled elsewhere) at least one child in the home. All other children in the home are welcome, but at least one child is homeschooled.
  - iii. Both parents (legal guardians) must sign the current membership application form and pay a non-refundable fee. In the case of financial hardship, a select number of discounts may be available.
- b. Alumni Status: A former member of Homebuilders Homeschool who has graduated their youngest student and is no longer homeschooling. These members do not pay dues but will need to sign a current membership application form and/or release of liability that will be kept on file.
  - c. Offering Service: Offering educational and/or mentoring services that align with our purposes. These members do not pay dues but will need to sign a current membership application form and/or release of liability that will be kept on file with no expiration.
- B. Both parents/legal guardians will have their names run through the national sex offender database. No family who has a registered sex offender in the household will be allowed to become members. Families have the right to appeal this with the board.
  - C. Both parents/legal guardians must have read and understood Homebuilders Homeschool's expectations and release of liability, statements, bylaws, and policies. Signing a statement of faith is not required for membership, but acting in violation of our statement of faith (i.e. same-sex romantic relationships) are grounds for membership termination.
  - D. Membership begins September 1<sup>st</sup>, but members can join at any time. It will expire on August 31<sup>st</sup> of the following year, regardless of when members join. Alumni and offering service membership does not expire.

### Section 3—Removal of Members

- A. Members may voluntarily terminate membership in Homebuilders Homeschool at any time.
- B. No monies shall be refunded to terminating members.
- C. In the event that a member family violates the Parent and Student Expectations or any other Homebuilders Homeschool statements, bylaws, and policies, membership can be terminated by a 2/3 majority vote of the Board of Directors. This procedure is not to be entered into unadvisedly or without prayerful consideration.

## Article 3 – Meetings

Section 1 – The date of the regular annual meeting shall be determined by the Board of Directors who will also set the time and place.

Section 2 – Regular meetings of the Board may be held at such place and time as shall be designated by the standing resolution of the Board.

Section 3 – Special meetings may be called by any board member when the need arises. Due diligence will be shown in assuring all board members receive the meeting request, have an opportunity to attend, and be notified of results.

Section 4 – Notice of regular meetings of the Board shall be provided to each voting member verbally and/or in written communication (which could be via phone or electronic communication) at least one week prior to the meeting.

Section 5 – Members of the Board may participate in a meeting using conference telephone or similar communications equipment, so long as members participating in such meeting can hear one another. Members of the Board may vote by email, text, or other electronic means.

#### **Article 4 – Board of Directors**

Section 1 – The business of the organization shall be managed by a Board of Directors comprised of at least three Board members and no more than seven. The Board is responsible for maintaining the overall policy and direction of the organization. Board members shall receive no compensation (other than reasonable expenses) for their service on the Board.

Section 2 – The Board shall meet at least four times per year at an agreed-upon time and location. Meetings will be scheduled based on board member availability, and board members are expected to attend.

Section 3 – All Board members shall serve for 4-year terms and be eligible for re-election indefinitely.

Section 4 – A Board member may be dismissed if he or she proves unable to work cooperatively or if some area of life proves incompatible with the general aims and beliefs of Homebuilders Homeschool and CHEA, including but not limited to moral, spiritual, or educational philosophy, whereas dismissal occurs at the discretion and a 2/3 majority vote of the other board members.

Section 5 – A Board member may resign for reasons of a change in job, health, or any personal reason at any time by giving notice to the organization.

Section 6 – In the event of a vacancy on the Board (including situations where the number of Board members has been deemed necessary to increase), the directors shall fill the vacancy.

Section 7 – A quorum must be attended by at least 2/3 of the Board members before business can be transacted or motions made or passed.

- A. Policies and procedures are gained in a spirit of unity, as each Board member seeks wisdom through prayer. On the occasion a decision is not reached unanimously, a 2/3 majority vote from all of the Board decides the issue.
- B. No board member has the freedom to individually make policy.

Section 8 – Qualifications – All Board of Directors must:

- A. Be nominated by an existing board member and unanimously approved by all current board members
- B. Agree with Homebuilders Homeschool’s mission, purpose, and faith statements
- C. Strive to maintain the Christian character of the group
- D. Conduct oneself in a Christian manner while serving members and the community
- E. Have homeschooled their children for at least two years
- F. Be privately homeschooling all school-aged children.
- G. Not be employed by a public school program which enrolls home educators or be a public charter school vendor.

- H. Be willing to educate members about the clear benefits of private homeschooling.
- I. Belong to HSLDA (Home School Legal Defense Association) and CHEA (Christian Home Educators Association of California) and abide by Homebuilders Homeschool's agreements with them (Board members who are Alumni Status are not required to belong to HSLDA and CHEA, but are required to abide by Homebuilders Homeschool's agreements with them.)
- J. Be a professing Christian who publicly professes faith in Christ to other board members and answers the following questions:
  - a. Who is Jesus Christ, and how did you come to know Him?
  - b. How do you describe your current relationship with Jesus?
  - c. How do you teach your children about Jesus?
  - d. How would you describe your church involvement?
  - e. How much time are you willing to devote to the Homebuilders board?
- K. Be willing to work cooperatively and resolve conflicts in a biblical manner (Matthew 18:15-17)

#### Section 9 – Officers and Duties:

- A. The officers of the organization shall be Chairman, Secretary, and Treasurer. The Board of Directors shall appoint each of these officers. The Board may also appoint other officers it deems necessary. Two or more offices may be held by the same individual, except the Chairman may not also serve as Secretary or Treasurer.
  - a. The Chairman shall convene regularly scheduled Board meetings and shall preside or arrange for other members of the Board to preside at each meeting in the following order: Secretary and Treasurer.
  - b. The Secretary shall be responsible for keeping records of Board actions, including overseeing the taking of minutes at all board meetings, sending out meeting announcements, distributing copies of minutes and the agenda to each Board member, and assuring that corporate records are maintained.
  - c. The Treasurer shall make a report at each quarterly Board meeting or as requested. The Treasurer shall assist in preparing the budget and make financial information available to Board members and the public.

#### Article 5 – Committees

Section 1 – The Board may create committees as needed, such as fundraising, graduation, banquet, curriculum swap, yearbook, events, and activities.

- A. The Board shall appoint members to serve on committees.
- B. No Committee leader in our group may be a leader of, enrolled in, nor employed by a public school program which enrolls home educators.

Section 2 – No committee shall have any power to: fill vacancies on the Board, adopt, amend or repeal the by-laws, amend or repeal any resolution of the Board, or act on matters committed by the by-laws or resolution of the Board to another committee of the Board.

#### Article 6 – Amendments

Section 1 – These By-laws may be amended when deemed necessary by a 2/3 majority vote of the Board of Directors. Proposed amendments must be submitted to the Secretary and sent along with regular board meeting notices.

## **Additional Provisions.**

- a. Upon the dissolution of Homebuilders Homeschool, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for public purpose.
- b. Homebuilders Homeschool is organized exclusively for charitable, religious, educational, and/or scientific purposes under section 501(c)(3) of the Internal Revenue Code. No part of the net earnings shall inure to the benefit of, or be distributable to its members, directors, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof.
- c. No substantial part of the activities of Homebuilders Homeschool shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.
- d. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

## **Conflict of Interest**

Section 1 – Whenever a director or officer has a financial or personal interest in any matter coming before the Board of directors, the affected person shall a) fully disclose the nature of the interest and b) withdraw from discussion, lobbying, and voting on the matter. Any transaction or vote involving a potential conflict of interest shall be approved only when a majority of disinterested directors determine that it is in the best interest of the corporation to do so. The minutes of meetings at which such votes are taken shall record such disclosure, abstention and rationale for approval.