

Article I

Name

The name of the organization shall be FAITH Home School, Inc. (Families Active in Teaching at Home), a non-profit organization.

Article II

Purpose

As Christian home educating parents, our goal is to train our children such that they possess the Godly character and academic skills necessary to fulfill God's calling and live for his glory. We believe that all knowledge should have at its beginning the fear of God and its end, the glory of God.

The purpose of this organization is to provide support to parents who educate their children at home. Support will include field trips, small group meetings for fellowship and encouragement, regularly scheduled large group meetings for information on curricula, special speakers, workshops, and political and legal concerns.

Article III

Statement of Faith

- **We believe the Bible is inspired by God without error and has authority for our lives.**
- **We believe God created the earth and mankind.**
- **We believe that God eternally exists, in three persons: God the Father, God the Son, Jesus Christ, and God the Holy Spirit, all being equal in Power and Glory.**
- **We believe that Jesus Christ is fully God and fully man, born of a virgin, lived a sinless life, was crucified, died, and buried, rose bodily from the grave, and now reigns with the Father.**
- **We believe that mankind is sinful by nature but can be forgiven and changed by faith in Jesus as Savior who gives us eternal life.**
- **We believe that salvation is received as a free gift from God.**
- **We believe the Holy Spirit convicts men of their need of salvation, gives them new life and continues to direct their lives.**
- **We believe marriage is the union of one biological man and one biological woman established by God for the purpose of companionship and procreation.**

Article IV

Demeanor

Our desire is to honor and serve our Lord Jesus Christ as individuals and as a group. Therefore, our goal is to be above reproach in our manners and demeanor, striving to do well and to conduct ourselves in ways that reflect the character of Christ.

All adults and children attending an activity should be cleanly, neatly, and appropriately attired. Appropriate attire will be defined by the sponsor of a particular field trip, activity, or event.

All children must be accompanied by their parents or other designated adult at FAITH functions. They may not be "dropped off" at an event unless specifically stated that parents may leave their children. The only exception is children of an age to drive themselves.

Children are expected to conduct themselves in considerate and respectful ways that would bring honor to their parents and the FAITH organization and bring glory to Christ.

Specifically, adults and children need to:

- Listen respectfully to all speakers.
- Ask/answer questions respectfully.
- Respect the authority of the adults present and accept discipline and correction when necessary.
- Perform any tasks required of them quickly and cheerfully.
- Use appropriate language. All our language should be a blessing to others, therefore, there is no place for name calling, vulgarities, or hurtful words.
- End disputes with confession, apology, and forgiveness.

Parents should read and discuss these guidelines with their children before activity. If you or your children are unwilling or unable to abide by these guidelines, please refrain from attending that activity. The adults sponsoring an activity, event or field trip are the final authority during that event.

Article V

Membership

1. Members

A member is a family who is actively home educating at least one child. Members are given one vote per family and allowed to participate in FAITH sponsored activities including academics. All members are subject to background checks. Members are required to contribute to the groups' operation, growth, and success by serving others in the group in areas such as:

- A. teaching or assisting in classes
- B. planning or facilitating events
- C. serving on committees or on the Board
- D. attending meetings

2. Volunteers

A volunteer is a family or individual who is not currently home educating but wishes to volunteer in certain FAITH sponsored events and activities. Volunteers have no vote in matters regarding FAITH organization and operation. The Board must approve participation of volunteers in each activity or event. Dues will be waived for volunteers. Volunteers will be required to sign the Statement of Faith and submit a background check.

3. Rights and Responsibilities of Members and Volunteers

- a. Families will only become members after the application process is completed and membership dues are received.
- b. Membership is not guaranteed; it is granted at Board discretion and may be terminated or denied at any time for non-compliance with the Constitution and By-laws or policies of FAITH. The Board must approve all applications.
- c. Membership dues shall be effective for the membership year from June 1st to May 31st. Families joining after January 1st may pay half price for current membership year. These dues are nonrefundable.
 - i. The dues amount shall be set by the board.
 - ii. Dues may be waived, in part or in full, at the discretion of the Board.
 - iii. Board members are exempt from yearly dues.
- d. Members must reapply yearly.
- e. Members shall have access to the Constitution and Bylaws and other FAITH publications.

- f. Members must notify the Secretary in writing for removal of membership.
- g. No homosexual or cohabitating individuals in an unmarried domestic partner relationship are eligible for membership.
- h. No registered sex offenders are eligible for membership.
- i. To be eligible for membership, individuals must affirm their biological sex and refrain from all attempts to physically change, alter, or disagree with their predominant biological sex--including, but not limited to, elective sex-reassignment, transvestite, transgender, or non-binary "genderqueer" acts or conduct.

Article VI

Officers

1. Job Description of Officers

The officers of this organization shall consist of President, Vice-President, Secretary, Treasurer, and Academic Director.

- a. The President shall preside over all meetings of this organization at which he or she is present; call board meetings; call special meetings; set the agenda for each meeting in conjunction with the secretary; represent the organization to the community; appoint ad hoc committees; and create, appoint, and supervise special positions, and serve as the contact person for information regarding FAITH.
- b. The Vice-President shall assist the President in the performance of his or her duties and chair special or ad hoc committees set up by the President. They shall report to the President the activities of those committees. He or she shall oversee the organization and scheduling of custodial services for the building. In the absence of the President, the Vice-President will preside at any meetings.
- c. The Secretary shall keep the minutes of each business and board meeting of the organization; keep on file all committee reports; conduct general correspondence of the organization; communicate notice of special meetings; make minutes and records available to members upon request; maintain a book containing the Constitution and Bylaws, policies of the organization, minutes and any amendments to these documents, and any organizational correspondence. This current record book should be on hand at every meeting. In the absence of the President and Vice-president, the Secretary will preside at any meetings.
- d. The Treasurer will maintain accurate records of all financial transactions of the organization including, but not limited to deposits, withdrawals, account balances and funds disbursed or reimbursed; prepare reports to present to the board at meetings, for tax preparation purposes, or budget reports; work with accountants, as necessary, to ensure tax filings and other finance related paperwork is handled appropriately. In the absence of the President, Vice-President, and Secretary, the Treasurer will preside at any meetings.
- e. The Academic Director shall direct academic activities, schedule the classes being offered by FAITH, supervise the coordination of academic events, and manage academic department budgets. The Academic Director will oversee the selection of Co-op teachers and present them to the Board for approval. To do so, the Academic Director shall assess current and prospective teachers based on academic goals, achievements, and other parameters in line with the current

FAITH Home School's Statement of Faith. The Academic Director shall work closely with Co-op teachers to develop and offer relevant classes. Outside of these requirements, the Academic Director will participate in revenue development planning and fundraising. Additionally, the Academic Director serves as a liaison with fine arts and academic conferences.

2. Requirements of Officers

- a. Officers must be full members of the organization, actively home educating at least one child, and must have been a member of FAITH in good standing during the preceding academic year.
- b. Elected officers shall serve for two years beginning on June 1st and ending May 31^{rst}. In even numbered years the President and Secretary shall be voted on and in odd numbered years the Vice-president, Treasurer, and Academic Director shall be voted on. Elections will be held during the spring semester of each year. The outgoing and incoming officers shall work together until all old business for the current school year is complete.
- c. Anyone filling an office on the Board shall be subject to censure or dismissal from office by a two-thirds vote of the members of the organization present at a specially called meeting or by a unanimous vote of the other officers of the organization.

3. Selection of Officers

- a. Nominations for open office(s) will be solicited from the membership by either a nominating committee appointed by the board or by written request sent out to the general membership.
- b. Voting will be determined by a simple majority vote, oral or written.
- c. If an officer position becomes vacant in an unexpired term, the position shall be filled by appointment of the Board.

Article VII

Board Organization

1. The President, Vice-President, Secretary, Treasurer, and Academic Director shall constitute the Board of the Organization. Each office of the Board shall be entitled to one vote if

present at a Board meeting. Three-fifths of the Board must be present before a meeting can be held and a majority vote of members present is required for approval of an action or choice.

2. The duties of the Board include setting the time, date, place, and frequency of general and business meetings; reviewing application for membership; filling vacant officer positions; approving FAITH activities regarding membership requirements; providing exemptions/exceptions to the rights and responsibilities of membership; approving disbursement of funds; enacting and amending policies; and conducting other business of the organization.

Article VIII

Types of Meetings

1. Board meetings which are attended by members of the Board and called by the President or by two other officers for the purpose of planning and directing the business of the organization.

2. Business meetings which are attended by the general membership for the purpose of conducting the business of the organization.

3. General meetings which are attended by the general membership for the purpose of providing support and information.

4. Special meetings which are attended by the general membership held at a time different from that of any regular meeting convened only to consider one or more items specified in the call of the meetings. Notice of special meetings should be communicated at least one week prior to that special meeting.

Article IX

Compensation

This organization is run by volunteers and does not maintain any employees. Officers shall not receive payment for services other than waiving of membership dues and reimbursement of expenses incurred while fulfilling board duties. Expenses will be approved by a majority vote of the board.

All financial decisions will be made at the discretion of the board. Where a conflict of interest exists for a member of the board on any financial decision, either directly or indirectly, that member shall be precluded from voting on that matter.

Article X

Amendments

This constitution and bylaws shall become effective upon approval by two-thirds vote of the members present and voting at a meeting called for that purpose. This constitution and bylaws may be amended by a three-fourths vote of the members present and voting at a special meeting of the organization. Proposed amendment(s) shall be distributed to all members at least one week in advance of the meeting. The amendments may be altered during discussion at that meeting and may still be voted upon.

Article XI

Parliamentary Authority

The rules contained in Robert's Rules of Order, Newly Revised; shall direct the organization in all cases to which they are applicable and in which they are not inconsistent with the By-laws and any special rules of order the organization may adopt.