

# HEART BY-LAWS

## ARTICLE I: STATEMENT OF ORGANIZATION

\*\*Home Education and Responsible Teaching ("HEART") is a home educators' support group.

## ARTICLE II: STATEMENT OF PURPOSE

We purpose to glorify God through supporting one another in our common conviction to "train up a child in the way he should go." (Proverbs 22:6)

## ARTICLE III: GENERAL GOALS

- A. For families to support and encourage one another in the efforts of teaching at home.
- B. To offer educational field trips and social opportunities for our home-educated children to interact with others of like mind and training.
- C. To establish a link in a chain for information to be passed on to individual home school families from statewide, citywide and local organizations.
- D. To educate and encourage action, which would protect and further our legal rights to teach our own children.
- E. To help one another develop in our children's right attitudes toward authority and Biblical truth.

## ARTICLE IV: DOCTRINAL STATEMENT

Though secular families and those of differing faiths are welcome to participate, this support group intends to be Christ-centered, doing all things in a manner which honors Biblical principles and brings glory to His name. We are adopting a limited doctrinal statement to these fundamental positions. All board members, coordinators, and activity organizers collectively and individually agree that they believe in each of the following and shall sign the HEART Leadership Statement agreeing with all HEART Bylaws. We believe:

- A. there is only one God, eternally existent in three persons: Father, Son, and Holy Spirit. (John 1:1, 14),
- B. in the deity of our Lord Jesus Christ, that He was, is, and shall forever be the only Begotten Son of God. We believe in His virgin birth being conceived of the Holy Spirit, in His sinless life, in His miracles, in His victorious and atoning death through His shed blood. We believe in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory. (John 3:16; Luke 1:30-31, 5:22-24, 23:46; Mark 16:19; Matthew 24:30-31)
- C. His life was perfectly sinless, and that His sacrifice on the cross is complete for the atonement of sin. (1 Peter 2:21-22, 24; John 19:30)
- D. the Bible to be the only inerrant, plenary, verbally inspired word of God, which is needed to direct lost souls to Jesus Christ.

E. all have sinned and fall short of the glory of God and therefore must accept by faith the death of the Lord Jesus Christ as payment for the penalty of those sins. (Romans 3:23, 6:23; Acts 16:31; John 1:12; Ephesians 2:8-9)

F. We believe that God has blessed people with the institution of marriage for His glory and to reflect the union of Jesus and the church. We believe that the family is the basic governing, social, and spiritual unit created by God whereby the child learns self-discipline, social relationships, and develops a relationship to the Creator and Savior. In the eyes of God, a family is comprised of either a single parent or male and female parents who are scripturally married, not merely cohabitating or in a homosexual relationship. We believe all intimate sexual activity outside this biblically defined marriage relationship is not in accordance with God's plan and therefore sin. We believe that God created the human race male and female and that all conduct with the intent to adopt a gender other than one's biological gender is not in accordance with God's plan and therefore sin.

## ARTICLE V: OFFICERS AND GOVERNMENT

The government of HEART shall be vested in a volunteer Board of Directors consisting of five members annually elected from the membership. The Board of Directors shall consist of at least the following members: President, Vice-President, Information and Technology Officer (ITO), Secretary and Treasurer. As appropriate, job responsibilities may vary from year to year.

- **President**

The President or a board member designated by the President shall preside at all meetings of the board and membership. The President, as servant leader, shall focus the majority of their attention on carrying out the General Goals of HEART, as detailed in Article III of these Bylaws, and will solicit leadership and other members to function likewise.

- **Secretary**

The Secretary, as servant leader, is the custodian of all official HEART records and is responsible for ensuring accurate documentation of all HEART meetings.

- **Treasurer**

The Treasurer, as servant leader, shall have charge and custody of, and be responsible for all funds and securities of HEART, giving an account of faithful performance of all duties through budget reports to the HEART board and general membership.

Further details of job roles can be found in the HEART Handbook. All candidates for the Board of Directors shall sign the HEART Statement of Faith agreeing with HEART Bylaws, Article IV: Doctrinal Statement. The HEART governing board will meet periodically, at its discretion, to discuss matters relevant to HEART. The Board of Directors shall have control and management of any property belonging to the HEART organization.

### Handbook

HEART will maintain a Handbook that addresses member etiquette, board responsibilities and volunteer opportunities. This Handbook is available on the website to all members, as well as at all meetings.

### Nominations and Elections

Nominations will be accepted for board positions until April 30. A special meeting will be held at the May General Meeting to elect new board members. Special Meeting requirements will be followed as detailed in Article IX: Meetings. Terms will run June 1 – May 31. Board members

may serve 4 consecutive years. After a hiatus of at least one year, a member may run again to serve on the HEART board.

### **Vacancies**

Any board member may resign at any time by giving written notice of resignation to any board member. Such resignation shall be reported to the membership by one of the remaining board members within 72 hours of receipt of the resignation. The resignation shall take effect at the time specified in the notice.

Any board member may be removed from the HEART board by a 2/3 majority vote of the Board of Directors whenever in its judgment the best interests of HEART would be served thereby, but such removal shall be without prejudice to the board member so removed. This removal shall be confirmed by a majority vote of the membership at the next General Meeting.

Any vacancy created in the Board of Directors shall be filled by appointment by the Board of Directors with a 2/3 majority vote. This appointment shall be confirmed by the membership at the next General Meeting.

## **ARTICLE VI: MEMBERSHIP**

Any family currently home schooling children ages 3 -21 or have graduated a high school student through homeschooling while a member of HEART may become a member of HEART, upon completed application, the payment of annual dues, and agreement to abide by these by-laws.

HEART membership is for the school year beginning June 1st and ending May 31st. Members of HEART receive access to the website and may participate in HEART-sponsored field trips and activities. Members should regularly attend meetings and volunteer in HEART activities.

## **ARTICLE VII: FINANCES**

In January, the Board shall determine, and membership will approve, the annual non-refundable dues for members for the following school year, to be payable to HEART upon joining. An annual budget for general operations will be presented to the membership for approval by vote prior to June 1st. The membership rate shall remain constant for each membership year regardless of the month a member joins and will only be adjusted in coordination with the annual budget review. The Treasurer will provide a periodic accounting to the officers and members of HEART. All expenditures outside of the approved yearly budget over \$300.00 must be approved by two-thirds of the active HEART members attending the monthly meeting where a motion for the expenditure is raised. An annual budget for general operations will be presented to the membership for approval by vote prior to June 1st.

Monies received will be accepted by leadership, reviewed and/or accounted for by the Treasurer and deposited into the HEART bank account. The Treasurer and Secretary will be co-signers on the account.

## **ARTICLE VIII: WEBSITE**

HEART will maintain a website with current events, announcements, and forums, the purpose of which will be to provide ideas, information and event calendars that edify and benefit home schooling. All important communications will be sent by mass email to the entire HEART membership. Various other announcements will be posted on the front page of the website or in other areas of the website.

## **ARTICLE IX: MEETINGS**

The President shall exercise parliamentary control according to *Robert's Rules of Order* for all meetings unless otherwise specified in these Bylaws. At least two weeks' notice of all meetings must be given to the membership.

### **General Meetings**

HEART has General Meetings that are held regularly, and all members are encouraged to attend. All business matters will be decided by vote of a majority of the members present at the General Meeting where the matter is raised, unless otherwise provided for in these Bylaws. Every HEART family has one vote. An agenda will be posted on the website prior to the meeting.

### **Special Meetings**

The President or a majority of the officers may call Special Meetings from time-to-time for various purposes. Notification of a Special Meeting will be posted on the website and sent to all members. A quorum (5% of members) must be established before the meeting can commence. All matters will be decided upon by a two-thirds majority vote, each family having one vote. Absentee votes will be accepted via submission to the HEART PO Box Attention: Secretary, or electronically submitted to both the Secretary and the President. All absentee votes must be received 72 hours prior to the special meeting.

## **ARTICLE X: FIELD TRIPS AND ACTIVITIES**

HEART members will assist with planning or plan, in accordance with the HEART Leadership Statement, regular field trips and other extracurricular activities under the direction of coordinators. Information about activities will be provided on the website. Activities will be designed for home-educated students as enrichment to their studies. Participation in all HEART activities and field trips is limited to HEART family members only.

## **ARTICLE XI: GRADUATION**

HEART offers Christ-centered graduation ceremonies to Kindergarten and High School Senior student members. Representative colors will be royal blue for Kindergarten and navy and silver for Seniors. Signups, requirements, deadlines and fees for both ceremonies will be posted to the website.

## **ARTICLE XII: AMENDMENTS**

The HEART Bylaws may be altered, amended or repealed only by recommendations from a special member committee. Notification will be sent to membership for solicitation of candidates to serve on said committee. A board member must serve on the committee. Bylaws may be adopted by a Special Meeting called for such purposes. All Special Meeting requirements must be followed as detailed in these Bylaws in Article IX: Meetings.

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