



DEUT. 6:4-9

**GLOUCESTER COUNTY CHRISTIAN
HOME SCHOOLERS ASSOCIATION**

BY-LAWS

NOVEMBER 2008

GLOUCESTER COUNTY CHRISTIAN HOME SCHOOLERS ASSOCIATION

ORGANIZATIONAL BY-LAWS

Article I. Statement of Purpose

The Gloucester County Christian Home Schoolers Association (GCCHSA) is an association of Christian parents who have chosen to educate our children at home, believing that this is our biblical responsibility. The purpose of the GCCHSA is to provide information, support, encouragement, activities, sports, field trips, and annual testing (IOWA tests) to enhance the education of our children.

Article II. Statement of Faith

- A. The Bible, defined as the Old and New Testaments and consisting of 66 books, is the inspired and only infallible Word of God, inerrant in the original autographs, and the only rule of faith and practice.
- B. God is one being, existing eternally as three persons - God the Father, God the Son, and God the Holy Spirit. Jesus Christ is, in the flesh, fully God and fully man, except without sin.
- C. All men are sinful in nature and therefore under God's condemnation. Jesus Christ has paid the penalty for sin by His death and bodily resurrection.
- D. Salvation is the gift of God. Regeneration by the Holy Spirit is absolutely necessary. This salvation is received through faith and not as a result of good works.
- E. Jesus Christ will come again to judge the world and to receive into the presence of God all those who have believed in Him.
- F. We believe in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a godly life.

Article III. Membership in the GCCHSA

- A. Membership in the GCCHSA runs from July 1 through June 30 of each academic year.
- B. Members of the GCCHSA are required to:
 - 1. Complete and return the entire Application Form, including a signed Statement of Faith, a signed GCCHSA Membership Requirements Form, and the Parent Participation Checklist. Parents of students in grades 7-12 must also complete and return the Jr./Sr. High Student Contract Agreement/General Permission Form and Jr./Sr. High Medical Information Form.

2. Be a member of a local church that agrees with the GCCHSA Statement of Faith – OR – provide a written testimony of salvation to the General Board of Trustees.
3. Pay annual dues. All applicable fees must be paid in full before membership takes effect and members can participate in any activities. All fees include payment of GCCHSA liability insurance.
4. Abide by the By-Laws and Policies governing the GCCHSA.

C. Alumni Parents are required to:

1. Be a previous member of the GCCHSA whose child(ren) graduated while said child(ren)'s parents were members of the GCCHSA.
2. Complete and return the entire Application Form, including a signed Statement of Faith and a signed GCCHSA Membership Requirements Form.
3. Be a member of a local church that agrees with the GCCHSA Statement of Faith – OR – provide a written testimony of salvation to the General Board of Trustees.
4. Pay annual alumni dues.
5. Abide by the By-Laws and Policies governing the GCCHSA.

D. Alumni Students are required to:

1. Have graduated from the GCCHSA while said alumni student's parents were members of the GCCHSA.
2. Join the GCCHSA for the sole purpose of helping to serve as a student chaperone, worker, or other helper, not for the purpose of attending GCCHSA activities or events or activities of the Jr./Sr. High.
3. Complete and return the entire Application Form, including a signed Statement of Faith and a signed GCCHSA Membership Requirements Form.
4. Provide a written testimony of salvation to the General Board of Trustees, even if the alumni student is a member of a local church.
5. Pay annual alumni dues, unless said alumni student's parents are also members of the GCCHSA.
6. Abide by the By-Laws and Policies governing the GCCHSA.

E. Membership is to be renewed annually by completing and returning the entire Application Form, including a signed Statement of Faith, a signed GCCHSA Membership Requirements Form, and the Parent Participation Checklist. Application Forms shall be posted on the GCCHSA website for downloading by renewing members. Those who do not renew by August 31st shall be dropped

from the membership list and will not be allowed to participate in GCCHSA activities until their membership has been renewed or they rejoin as new members for the following school year. Late renewal (after August 31st) is subject to a late fee.

- F. Membership in the GCCHSA shall be terminated if a Member resigns in writing.

Membership may also be terminated if a Member cannot continually adhere to the above qualifications (i.e., Article III-A to III-D) or if a Member violates the organizational By-Laws or Policies. A majority vote of the General Board of Trustees is required and shall be determined by a hearing at a closed meeting of the General Board of Trustees. The Member shall be given the opportunity to attend the meeting and to speak on his/her behalf and shall be notified of the meeting at least 10 days prior to the meeting.

If a Member resigns or if their membership status is terminated, no refund of dues shall be given after August 31st.

Article IV. Organization

A. Organizational Structure

1. The GCCHSA shall be composed of Members who have fulfilled GCCHSA membership requirements.
2. The GCCHSA shall be governed by a General Board of Trustees.

B. Organization of the General Board of Trustees

1. Structure

- a. The GCCHSA shall be governed by a General Board of Trustees consisting of the following positions: Chairperson, Vice-Chairperson, Recording Secretary, Corresponding Secretary, New Member Secretary, Treasurer, Junior/Senior High Coordinator, Activities Coordinator, Field Trip/Events Coordinator, and Newsletter Editor. Non-voting positions such as Webmaster, Assistant Jr./Sr. High Coordinator, and Assistant Field Trip/Events Coordinator may also be created as needed. Job descriptions for these positions are described in the Policies.
- b. Spouses may serve together to fill any one of the above positions but shall only be allowed one vote. If one spouse holds an office and the other spouse joins the position mid-term, the original term of office will still stand. Spouses may not concurrently hold two separate positions on the General Board of Trustees.

2. Nominations

- a. Nominations for the General Board of Trustees shall be accepted by the General Board of Trustees beginning April 1st through the day prior to the June meeting of

the General Board of Trustees. Nominations are to be made from the membership, by the members, for specific offices.

- b. The General Board of Trustees shall be elected at the regularly scheduled June meeting of the General Board of Trustees. This meeting shall have no other agenda until elections are finished. This meeting shall be published at least one month in advance in the GCCHSA newsletter. Members of the General Board of Trustees shall be elected by private ballot and by a simple majority of the eligible members present at the meeting. Ballots shall be counted by three members of the GCCHSA present at the meeting who shall be chosen by the outgoing Board (usually those members going off the Board).
- c. The offices of Chairperson and Vice-Chairperson are to be filled by someone who has previously served a minimum of one year on the General Board of Trustees. If there is no one available to serve that meets the above qualifications, the General Board of Trustees may appoint a member of the GCCHSA that they deem competent to fill the position for a one-year term. After the one-year appointment, that individual may be elected to a two-year term as Chairperson or Vice-Chairperson, since they would have then met the qualification of having served on the General Board of Trustees for one year.

3. Terms of Office

- a. All terms of office for the General Board of Trustees shall be two-year terms.
- b. If a position on the General Board of Trustees cannot be filled through normal election procedures, the General Board of Trustees shall seek to appoint a member to the position for a one-year term. A term shall be considered less than one year if the member is appointed after the January meeting of the General Board of Trustees.
- c. Members of the General Board of Trustees shall serve no more than two elected, consecutive terms, and in no case may serve for more than five years without taking a one-year sabbatical.
- d. If a Member of the General Board of Trustees must resign from the General Board of Trustees before their term is completed, the General Board of Trustees may appoint a member to that position for the remainder of the current school year. This shall not be counted as an elected term.

Article V. Procedures for Meetings

- A. A quorum at any meeting shall consist of at least two thirds of the members of the General Board of Trustees.

- B. The General Board of Trustees shall meet at least bi-monthly (every other month) to plan and oversee the activities of the group. At least one half of these meetings shall be open to the membership.
- C. The General Board of Trustees shall create policy that defines the parliamentary procedure to be followed at all meetings of the General Board of Trustees, as well as all meetings of subordinate groups (i.e., Jr./Sr. High Board, Graduation Committee, etc.). The policy for this procedure shall be in accordance with state and federal laws governing organizations such as the GCCHSA and shall not be changed unless required by law or upon showing of a compelling reason.
- D. Special Meetings
 - 1. For any member of the GCCHSA to call a special meeting of the membership, a petition stating the need for a meeting with at least one third of the membership's signatures should be submitted to the General Board of Trustees. Notice for such meetings must be given to the membership at least two weeks prior to the meeting, either by publication in the GCCHSA newsletter or by a special mailing.
 - 2. If the General Board of Trustees desires to call a special meeting of the membership, notice must be given to the membership at least two weeks prior to the meeting, either by publication in the GCCHSA newsletter or by a special mailing.
 - 3. Special meetings of the General Board of Trustees may be called by the Chairperson with at least one week's notice.
- E. All members of the General Board of Trustees shall receive an official copy of the minutes from each meeting of the General Board of Trustees.

Article VI. Provisions for Bookkeeping

- A. Members of the General Board of Trustees shall receive no compensation other than for membership dues as spelled out in the Policies.
- B. Reasonable reimbursement for expenses incurred in conducting business shall be provided. Receipts are necessary for reimbursement.
- C. Financial records of the General Board of Trustees are to be reviewed every year by a Certified Public Accountant (CPA). The Activities Account is to be reviewed at least every two years by a CPA. It may also be reviewed at any time at the request of the General Board of Trustees. It must also be reviewed whenever there is a change in Field Trip/Events Coordinator.

Article VII. Changes to the By-Laws

- A. Amendments, additions to, and deletions from the By-Laws must be published in the GCCHSA newsletter for the month in which the next meeting of the General Board of Trustees will occur.

- B. A two-thirds majority vote of the members of the General Board of Trustees present at a meeting of the General Board of Trustees is needed to make amendments, additions to, or deletions from the By-Laws.

Article VIII. Provision for Dissolution

Upon a two-thirds vote of the membership of the GCCHSA present at a duly called meeting of the GCCHSA, this organization shall be dissolved and its activities closed. In the event that the corporation is dissolved for any reason, then, in that event, all assets, if any, remaining after the payment of all bills and proper claims shall be transferred to a similar local or state home school organization, as designated by the General Board of Trustees, seeking to achieve purposes similar to that of the GCCHSA.