



## Agape Homeschool Group Bylaws

### Article I.

The name of the organization shall be Agape Homeschool Group (Agape)

### Article II.

#### Statement of Purpose

- A. The Agape Homeschool Group is a Christ-centered community that provides a variety of ways to connect, support, and encourage area homeschooling families. Agape offers its members access to different educational, extracurricular, and social activities and events. Agape also offers non-members educational information about homeschooling.
- B. Agape defines a homeschooling family as a parent or guardian that is providing primary academic education to their children, at home. Additionally, homeschooling parents or guardians would choose curriculum, assign homework, give tests and grades, issue report cards, transcripts, and ultimately a diploma. Agape believes that education is the responsibility of the parent or legal guardian, therefore choosing public school online education would not be considered, by Agape, a homeschooling family.
- C. Agape provides ways to connect through “Friday School” semesters, enrichment sessions, field trips, park days, additional classes including core subjects and enrichment, different curriculum support days, extracurricular clubs (ie debate clubs, American Girl club, etc.), sport activities, (ie soccer, tennis, baseball, golf, archery, etc.).
- D. Agape strives to support families through academic, extracurricular, and social activities that will help strengthen and promote their homeschooling life and their traditional family values. This could include mom's Bible study class, financial peace classes, movie showings, dad's support, marriage workshops, any seminar, workshop, event or class that encompasses our traditional family values. Also provide an atmosphere for a positive exchange of teaching techniques and curriculum information along with a lending library of

- resources for member use.
- E. Encourage new families to homeschooling by offering seminars, workshops, mentors, and other.
  - F. Our member family will find educational opportunities to enhance their curriculum information from state and national homeschool agencies, and numerous opportunities to serve one another and the surrounding community.
  - G. This organization believes that education is a God-given right and the responsibility of parents, therefore will support and promote homeschooling as a legitimate alternative to other forms of education. The ways in which we can serve and minister to our members and our community is only limited to the gifts and talents of its active membership. This support broadens as leadership talent is developed, community resources are located, and membership needs are expressed.
  - H. Agape 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 of Agape shall inure to the benefit of, or be distributed to its members, trustees, 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.

### Article III.

#### Membership

- A. There are three classes of membership.
  - 1. Active homeschooling families
  - 2. Agape alumni
    - a. Alumni include: (1) families who no longer homeschool but wish to support other families who actively homeschool & (2) graduated students who wish to support homeschooling
  - 3. Support members
    - a. Support members include: (1) families or individuals that do not currently homeschool but who wish to support homeschooling & (2) businesses who wish to support homeschooling
- B. Active Membership is granted after the following requirements have been met:
  - 1. Membership Application is completed and returned including:
    - a. Statement of Faith:
      - i. We believe the Bible to be the inspired, infallible, authoritative Word of God.
      - ii. We believe that there is One God, eternally existent in three persons;

Father, Son, and Holy Spirit.

- iii. We believe in the deity of our Lord Jesus Christ, in His virgin birth, His sinless life, His miracles, His vicarious and atoning death through His shed blood, His bodily resurrection, His ascension to the right hand of God the Father, and His personal return in power in glory.
  - iv. We believe that for salvation of the lost and sinful man, Jesus is the only way to eternal life. Salvation from sin is by grace alone through faith alone in Jesus Christ.
  - v. We believe in the present ministry of the Holy Spirit whose presence and powers are necessary for believers to live a godly life and for the building of the Body of Christ.
  - vi. We believe in the power of prayer, both individual and corporate.
  - vii. We believe in the sanctity of human life and that each child is a gift of God, entrusted to his or her parents to be the primary educators, training them in accordance with God's will and Word.
  - viii. We believe in the spiritual unity of believers through our common faith in the Lord Jesus Christ, and that individual doctrinal differences which may exist outside the aforementioned, should not hinder the unity of Christian home educators.
  - ix. We believe that marriage of one man and one woman, as defined by DNA, is a sacred institution. Marriage and families are ordained and defined by God.
  - x. We believe parents have the God given responsibility for the care and training of their children.
2. A signed background check form.
  3. A signed acceptance of by-laws and guidelines with the Membership Packet.
  4. A cleared payment of Membership Dues.
  5. A minimum of two leaders from the applicant's campus approve each member.
- C. Minimum annual dues shall be set by the Board of Directors every June.
- D. Membership allows full participation in all activities and services offered by Agape.
1. Activities are closed to non-members unless determined by the Board of Directors to be in the best interest of the membership to be an open activity.
  2. Academic functions are limited to Agape members unless determined by the Board of Directors.
  3. Other homeschool organizations may be invited to participate in certain functions if they are approved by the Board of Directors and agree to abide by Agape rules while participating in the shared function.

4. Active members have one vote per family on the following actions:
  - a. Election of officers and at-large board membership
  - b. Dissolution of Agape
- E. All memberships shall be reviewed annually by the Board of Directors and will be subject to a Background Check every two years, in accordance to the insurance providers directives, or at the discretion of the Executive Board.
- F. All memberships can be subject to revocation by the Board of Directors for conduct that is:
  1. Contrary to stated purpose and by-laws of Agape.
- G. Each active member family must be willing to assist the group with at least one task per year by planning a program or activity. Families that do not assist in programs or activities for Agape may have their membership reviewed for specific family circumstances, and may be in danger of having their membership revoked.
- H. Each active member family shall have on file with the Board of Directors any medical concerns and emergency contact information. This form must be updated yearly.
- I. Active members are expected to attend the Parent Meetings held at the end of each semester and any other special Parent Meetings held by the Board of Directors.
- J. All memberships are encouraged to become members of HSLDA (Home School Legal Defense Association).

## Article IV.

### Board of Directors

- A. In order to be eligible for the Board of Directors an individual must have been an active member in good standing for a minimum of one academic school year, with exceptions to be determined by the Board of Directors. An academic school year is defined as being August 1 through May 31.
- B. A simple majority of votes received from voting membership will confirm the election of the Board member.
- C. If a married couple is elected, they may serve together as one board member with one vote.
- D. The Board of Directors shall be composed of:
  1. A Director
  2. A Vice-Director
  3. A Secretary
  4. A Treasurer, and
  5. One at-large board member for every 15 families of Agape over 30 families

- E. The Board of Directors shall elect board positions annually.
- F. The Board of Directors shall have final authority over membership requirements, program content, services offered, adoption of operating rules, all administrative issues, fiscal responsibility, appointment of program coordinators and committees.
- G. The Board of Directors shall meet as needed. Meetings may be called at any time by the Board Director or upon request of 50% of the Board of Director Members. A meeting has been determined to be in person, via zoom, or online depending upon the circumstances with in person meetings happening at least once every six months.
- H. The Board of Directors may not hold an official meeting or make decisions unless a quorum exists. A quorum shall consist of a simple majority of board members.
- I. No decision may be enacted without agreement by two-thirds of board members present.
- J. Board of Director Members become ineligible if they:
  - 1. Cease homeschooling
  - 2. Submit a written resignation
  - 3. Miss three consecutive board meetings without approval of the board
  - 4. Are declared legally incompetent
  - 5. Are removed from office by two-thirds vote of the entire board
- K. All At-Large Board of Director Members shall serve a two-year term
  - 1. There shall be one board member for every fifteen families of Agape after 30 families.
  - 2. There shall be a minimum of four board members with a maximum number being determined by the number of Agape families.
  - 3. There shall be two classes of board members, each class shall be one half of the total board members. One class elected with the Director and other officers and once class shall be elected the following year.
  - 4. Board members may be re-elected but may not serve more than two executive terms unless there is a lack of new nominations available to fill vacant seats. Board members can be elected again after a one-year absence.
  - 5. Board members may request to leave office with a written and signed letter of request.
  - 6. Board members may be removed by two-thirds vote of the entire board.
  - 7. Board members are requested to attend every board meeting. They should make every effort to attend. If board members cannot attend a meeting, they should contact the Board Executive Director prior to the meeting and the Secretary for the meeting minutes after the meeting.

## Duties of the Board of Directors

- A. The Board of Directors shall oversee all of the programs of Agape.
- B. The Board of Directors shall:
  - 1. Initiate new programs to promote homeschooling and to support the membership of Agape as needed.
  - 2. Evaluate current programs of Agape.
  - 3. Eliminate any programs that do not meet the needs of the membership or community.
  - 4. Determine eligibility of nominations of officers.
  - 5. Oversee any elections.
  - 6. Assist the other officers when needed to ensure that no single job interferes with the responsibilities of teaching their child(ren).
  - 7. Publish the policies and procedures of Agape, including grievance procedures and disciplinary procedures.
  - 8. By committee, produce a weekly, bi-monthly, monthly newsletter, as seen fit by the committee.
  - 9. By committee, keep accurate membership records.
  - 10. By committee, coordinate association events such as book fairs, picnics, field days, presentation nights, park days, enrichment programs, etc.
  - 11. By committee, develop and maintain a website and any social media that promotes homeschooling and Agape and their values.
  - 12. Develop an annual budget.
  - 13. Lead special teams when necessary, including but not limited to, party coordinators, new member contacts, greeters, and other special volunteer positions.
- C. Meetings
  - 1. Board of Director meetings will be open for all current active members of Agape to attend.
  - 2. Scheduled Board meetings will be announced in the newsletter.
  - 3. The Board of Directors may meet in a closed session if it deems such a meeting is in the best interest of Agape.
  - 4. No Board meeting shall be called without the notification of all Agape Board members.
  - 5. Committees within Agape may meet at any time.

## Article V.

### Officers

- A. Nominations for Executive Director, Vice Director, Secretary, and Treasurer will be made by the membership at large to the Executive Board. The Board

will review nominees and make a determination of eligibility. A simple majority of the votes received from the voting membership will confirm their election.

- B. The Executive Director shall be elected to a two-year term. The Executive Director shall:
1. Preside at Agape Executive Board meetings.
  2. Be the spokesperson (or assign a spokesperson) for Agape within the community.
  3. Be the liaison between Agape and any coordinating organization or company.
  4. Keep and maintain the Articles of Incorporation of Agape.
  5. Keep and maintain completed membership applications.
  6. Keep a notebook that includes all information concerning the Executive Director position. Pass the notebook to the next Executive Director.
  7. Create an agenda for all Parent Meetings and Executive Board Meetings.
  8. Be co-signer with the Treasurer for any Agape accounts – unless agreed upon by the Executive Board to appoint another Executive Board member.
  9. In the event that the Executive Director prematurely ends his/her term and there is no Vice-Director to temporarily fill the role, the Executive Board will meet to appoint an Interim Director until a special election can be held.
- C. The Vice Director shall be elected to a two-year term. The Vice Director shall:
1. Assist the Executive Director
  2. Assume the responsibilities of the Executive Director in the event that the office of Executive Director should become vacant, until a special election is held, if that is determined by a two-thirds vote of the Executive Board of Directors.
  3. Keep a notebook that includes all information concerning the Vice Director position. Pass the notebook on to the next Vice Director.
- D. The Secretary shall be elected to a two-year term. The Secretary shall:
1. Take minutes at the Parent Meetings and Executive Board meetings and publish for members and board members.
  2. Handle all official correspondence of Agape.
  3. Keep a notebook that includes all information concerning the Secretary position. Pass the notebook on to the next Secretary.
  4. Ensure all members are receiving Executive Board newsletters; frequency can be determined by the Executive Board.
- E. The Treasurer shall be elected to a two-year term. The Treasurer shall:
1. Administer the financial resources of Agape under the direction of the Board of Directors.
  2. Submit a written financial Report at each Executive Board meeting.
  3. Keep a notebook that includes all information concerning the Treasurer

- position. Pass the notebook to the next Treasurer.
4. Deposit monies within two weeks of receiving.
  5. Observe a fiscal year of June 1<sup>st</sup> to May 31<sup>st</sup>.
  6. Ensure all Agape bills are paid on time.
- F. Exceptions to the length of tenure of any officer or Executive Board member can be made by two-thirds vote, in instance, there are no nominations or interested parties to fill positions at time of elections.
  - G. Office vacancies shall be filled by special election or appointment of the Executive Board when the need arises.
  - H. Any officer may be removed by two-thirds of the entire Executive Board.
  - I. Each Executive Board Member is required to sign a Confidentiality Agreement between themselves and Agape.

## Article VI.

### Amendments

- A. Any current member of Agape may submit written amendment proposals to the Executive Board.
- B. Amendment proposals brought before the Executive Board must be approved by two-thirds vote of the entire Executive Board.
- C. Amendments approved by the Executive Board must be published to the membership for thirty days prior to taking effect, unless otherwise noted.

## Article VI.

### Dissolution

- A. Upon the dissolution of Agape Homeschool Group, as an entity, 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 a state or local government, for the public purpose.
- B. Upon the dissolution of an Agape Homeschool Group Campus, it is to be understood that each campus of Agape belongs to Agape Homeschool Group, not current leadership teams serving.
  1. Leadership teams have agreed to volunteer their time for Agape.
  2. Should a leadership team decide to remove themselves from service from Agape, a written letter should be sent to the Agape Executive Board for review of intent.
  3. The Agape Executive Board will, at that time, decide the manner and details



with which the campus will move forward without the current leadership team, or to close the campus; this will include, but not be limited to, bank accounts, Agape supplies, etc.

## Article VIII.

### Political Neutrality

- A. No substantial part of the activities of Agape shall be the carrying of propaganda, or otherwise attempting to influence legislation (except for legislation pertaining to homeschooling or traditional family values) 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.

## Article IX.

### Compliance

- A. 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 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.

## Article X.

### Public Relations

- A. Meetings and Events open to the public may be announced on radio stations, The Shopper's Guide, social media networks and other media outlets.
- B. Brochures including information on the group may be available to area libraries and given to inquirers about the group.
- C. A Homeschool Ministry Report may be heard occasionally on local media outlets should the Board of Directors decide to do so.
- D. A spokesperson may be provided for media interviews and for speaking at social events.

## Article XI.

## Lending Library

- A. Leadership at each Agape campus will oversee the resources and curriculum owned by Agape. These resources may go between campuses for the use of members and campus classes. Resources are donated, loaned, or purchased with group funds. The Agape Executive Board may discern the appropriateness of materials and operations.

## Article XII.

### Conflict of Interest

#### A. Policies

1. The Agape Executive Board will establish conflict of interest policies regarding board, staff, volunteers, contractors, and organizational partners or allies and adhere to these policies in all dealings.
2. The policies include an obligation of each board member to disclose all material facts and relationships and refrain from voting on any matter where there is a conflict of interest.

#### B. Self-Recusal

1. Any member of the board who has a financial, personal, or official interest in or conflict of appearance of conflict with any matter pending before the Board, of such nature that it prevents or may prevent that member from acting on the matter in an impartial manner, will offer to the Agape Executive Board to voluntarily excuse him/herself and will vacate his/her seat and refrain from discussion and voting on said items.

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