

**CONSTITUTION AND BYLAWS OF THE  
BIG SPRING ASSOCIATION OF  
CHRISTIAN HOME EDUCATORS  
Rev. 1.1 November 22, 2013**

**ARTICLE I: FORMATION**

**SECTION 1: NAME**

This organization shall be known as Big Spring Association of Christian Home Educators. For the purposes of this document, and other general purposes, it shall be called BSACHE.

**SECTION 2: LOCATION**

The principle office location of BSACHE shall be located in Howard County, in the State of Texas. The organization may have any number of offices at such places as the Board of Directors may determine.

**SECTION 3: PURPOSE**

**3.1 Charitable Organization.** BSACHE shall be organized exclusively for charitable, religious and/or educational purposes under section 501 (c)(3) of the Internal Revenue Code.

**3.2 Purpose Statement.**

The purpose of BSACHE is:

- to provide a support group for Christian parents actively engaged in and/or interested in teaching their children and to encourage high standards of educational excellence throughout our membership,
- to provide a nurturing environment for our families to interact and participate in activities with other families who are in agreement with our Statement of Faith and have agreed to abide by the standards set forth below, and
- to further the appreciation of home schooling in the community through education and media communication.

**ARTICLE II**

**STATEMENT OF FAITH**

**1.1 Preface**

While there are truths other than these which are taught in the Bible (and all Scripture is equally important), this brief Statement of Faith delineates truths which are the biblical basis for our Association.

**1.2 Statement of Faith**

A. The Bible alone is the inspired and infallible Word of God and constitutes completed and final revelation. The Bible is without error in whole or in part, including theological concepts as well as scientific and historical details. (II Tim 3:16; II Peter 1:20-21)

B. God alone is self-existent and has existed from all eternity in three eternal persons: God the Father, God the Son, and God the Holy Spirit. Jesus Christ is God, come in human flesh, being fully God and fully man except without sin. (Gen 1:1; John 1:1; John 10:30, 37-38)

C. In the beginning God created the heavens and the earth, and everything that God created was good. Yet his perfect creation was marred by sin. Through Adam's sin, death and decay entered into this world. (Gen 1:1, 31; Gen 2:16-17; Gen 3:6-10,23; Rom 8:20-21; Rom 5:12)

D. All men are in violation of God's righteous requirements and His Holy character, both by nature and by act, and are therefore under His wrath and just condemnation. Yet because of God's infinite love and mercy, He sent His Son to bear the penalty of our sins. The central purpose of the coming of Jesus Christ was to atone for sins through His substitutionary death on the cross- the successful accomplishment of which was attested to by His subsequent visible bodily resurrection. (Rom 3:19, Rom 5:6-8; Eph 2:1,4-5; II Cor 5:21; Rom 3:25-26; I Cor 15:3-6)

E. Salvation is offered as a gift of God brought to man by grace and received by personal faith in the Lord Jesus Christ, whose substitutionary death on the cross paid the penalty for man's sin. (Rom 6:23; John 3:16; Eph 2:8; Rom 3:21-24; Rom 10:9)

F. The ministry of the Holy Spirit is to convince men, indwell, guide, instruct, and empower the believer for godly living and service. (John 14:16-17, 26; Rom. 8:9-11; Gal. 3:3; Phil 2:13)

G. We believe that children are given by God as a stewardship to the parent and that parents have the God-given authority and ability to teach and educate their own children or delegate that to others as the parents deem best. (Psalms 127:3, Eph 6:4, Deut 6:6-7, Prov 4:1, Prov 1:8, Prov 6:20-23, Gal 4:2)

H. Regarding the education of our children, we hold that true education cannot take place unless the preeminence of God the Creator is recognized and all things are seen in subjection to the authority and power of the Lord Jesus Christ. (Exodus 20:11, Psalm 127:1, Heb 2:8, Prov 3:19-24, Heb 12:9, Psalm 119:97-104, Col 2:2-3, Psalm 111:10, Prov 1:7, Prov 9:10)

I. We believe that God wonderfully and immutably creates a person exclusively male or female. These two distinct genders together reflect the image and nature of God. Rejection of one's biological gender and God-given identity is a rejection of the image of God within the person. (Gen 1:26-27, Matt 19:4)

J. We hold as a belief and conviction that marriage is a God-ordained institution defined by God as one man and one woman, that when united in marriage, become one. (Gen 2:24, Mark 10:6-9, Eph 5:31-32) We believe that this is God's perfect will and design for the family and provides the healthiest environment for bringing up children in the nurture and admonition of the Lord. (Eph 6:4, Rom 1:26-27)

### **ARTICLE III: MEMBERSHIP**

#### **1.1a Prior to *joining*, BSACHE Membership Requirements are:**

- A. a Christian faith, having signed the Statement of Faith, Article II, Section 1.2, affirming these as his or her personal beliefs,
- B. a phone or in-person meeting with the President,
- C. an in-person orientation with a majority of the Board in attendance,
- D. registration,
- E. payment of dues, and
- F. good standing with the organization.

#### **1.1b Prior to *renewing*, BSACHE Membership Requirements are:**

- A. a phone or in-person orientation with a member of the Board,
- B. yearly registration,
- C. yearly payment of dues, and
- D. good standing with the organization.

To help ensure continued high behavioral standards at BSACHE functions, families will be requested when registering, to affirm that they are willing to comply with basic behavioral standards at BSACHE sponsored events and sign a general release.

#### **1.2 If the BSACHE Board approves non-BSACHE families to participate in any particular BSACHE sponsored function, the following **BSACHE Guest Policy** applies:**

BSACHE sponsored events are for BSACHE member families only unless otherwise stated.

An occasional friend(s), or extended family member(s) of a member family may attend a BSACHE event. It is requested that the member family exercise discretion in whom they invite and how often they invite guests.

A prospective family may attend up to two BSACHE sponsored functions with a member family as part of their decision-making process.

Any guests invited are the responsibility of the BSACHE member family, not BSACHE. (See Code of Conduct and General Release Statement.) Although BSACHE will not expect such guests to know and abide by the BSACHE Code of Conduct, any gross violation of the BSACHE Code of Conduct may require BSACHE event leaders to ask member families to intervene in their guests' behavior.

This guest policy applies to the occasional friend or family member who is invited by a member family to a BSACHE sponsored event who is not required to register in the event. If a guest is invited to provide a service to BSACHE, whether an individual or organization, then Article IX, Section 3, will apply.

**1.3 Voting Members:** Active members of BSACHE in good standing shall have the right to one vote. In the case of a married couple, biblically defined as one man and one woman, the couple constitutes one person and therefore one vote, on matters submitted to a vote of the membership including the election of Board of Directors. (Gen. 2:24, Mark 10:6-8, Eph. 5:31-32)

**1.4 Membership Dues:** Membership dues (non-refundable) will be assessed per family and the Board shall be charged with the responsibility of establishing annual dues for the Association members. All membership dues shall be determined only by vote of the Board.

Membership dues shall be payable for each school year (Sept 1 to August 31) and shall entitle the member to membership for that school year.

**1.5 Confidentiality.** Members must keep the names, addresses, and phone numbers of other members in the strictest confidence.

## ARTICLE IV: MEETINGS

### SECTION 1: MEMBERSHIP MEETINGS

Membership meetings may be called for the purposes of educational programs, fellowship, encouragement, or any other purpose determined by the Board to be consistent with the purposes of BSACHE.

### SECTION 2: MEMBERSHIP BUSINESS MEETINGS

**2.1 Quorum:** Membership Business Meetings shall be limited to active members in good standing with BSACHE. They shall be called by the Board of Directors with fourteen (14) days written notice (handwritten or electronic). The active members present and a majority of the Board of Directors at this called meeting shall constitute a quorum.

**2.2 Dissolution:** In the event of meeting for consideration of Dissolution (Article X, Section 1.2), the fourteen (14) days written notice will not apply and only three (3) days written notice (handwritten or electronic) will need to be given.

## SECTION 3: MEETINGS OF THE BOARD OF DIRECTORS

**3.1 Regular Meetings:** Regular meetings of the Board of Directors shall be held at times and places established by the Board of Directors and shall be held at least quarterly. No notice of the date, time, place or purpose of these meetings is required. The Board of Directors may provide by resolution the time and place for the holding of additional regular meetings of the Board without other notice than such resolution.

**3.2 Special Meetings:** Special meetings may be held if called by or at the request of the President or any two (2) Board members.

**3.3 Quorum:** At all meetings of the Board of Directors, the presence of a majority of the authorized number of Directors shall constitute a quorum for the transaction of business. In the absence of a quorum, a majority of the Directors present at any meeting may adjourn the meeting from time to time until a quorum is obtained.

**3.4 Voting:** The act of a majority of the Directors present at any given meeting at which there is a quorum shall be the act of the Board of Directors, except as may be otherwise specifically provided by law, these bylaws, or future Articles of Incorporation.

**3.5 Informal Action by the Board of Directors:** Any action required by law to be taken at a meeting of the Board of Directors, or any action which may be taken at a meeting of the Board, may be taken without a meeting by unanimous written consent of all members of the Board, such consent being communicated by either hand written or electronic means.

## ARTICLE V: BOARD OF DIRECTORS

**1.1 Governing Authority:** The management of the affairs of this organization shall be vested in a Board of Directors composed of at least three (3) and not more than seven (7) Board members provided for herein. The Board shall set policy and procedures within the ramifications of rules and regulations prescribed in these Bylaws.

**1.2 Qualifications:** Each member of the Board of Directors shall:

A. have signed the Statement of Faith, Article II, Section 1.2, affirming these as his or her personal beliefs, and

B. be married couples. Some exceptions will be considered on a case-by-case basis by the Board of Directors. These exceptions must be biblically acceptable. (James 1:27)

C. have been elected by a majority vote at a called Membership Business Meeting (with the notable exception of a Board Vacancy, see Article V, Section 1.8), however at the inception of this organization the initial Board of Directors will be appointed.

D. be a member in good standing with BSACHE, their local church and community, and

E. have committed to the responsibilities of the office to which they aspire for the term of office as defined in Article V, Section 1.10.

**1.3 Terms:** Each Board member shall hold office for two(2) years (the exception being the initial appointed leadership team) and until a successor in office is duly elected. The Board of Director office terms shall be staggered to ensure stability and continuity of BSACHE's mission and purposes. Therefore, the initial appointed leadership team shall serve the following appointed terms: President, two years, Vice President, one year, Secretary, two years, Treasurer, one year, and Calendar/Membership/Events Coordinator, two years. A Board member shall be eligible for re-election without limitation on the number of terms served.

**1.4 Manner of Election:** Recommendations for prospective Directors may be submitted by BSACHE members to the Board of Directors in the spring semester.

The Board of Directors will present approved nominations for Board of Directors in the fall semester.

The election of Directors for positions which terms have expired or will expire shall occur at a Membership Business meeting called by the Board of Directors in September.

Each term will start the first Monday of October.

**1.5 Transition of Board of Directors:** Former Board of Directors who have finished their terms in good standing shall serve as non-voting ex-officio advisors to the Board for three months. If unavailable to serve in this capacity, their vacancies shall not be filled.

**1.6 Removal:** Any Board member that fails to meet the qualifications as set forth in this document is

expected to voluntarily resign and may be removed by two-thirds (2/3) vote of the Board then in office. Additionally, any Board member may be removed from the Board with or without assigning any cause by a unanimous vote of the remaining members of the Board then in office.

**1.7 Voluntary Resignation:** Any Director may resign at any time by giving written notice to the President or Vice-President. The resignation shall be effective on receipt, unless the notice specifies a later time for the effective date of such resignation, or if BSACHE would be left without the minimum number of duly elected Directors in which event the resignation shall be effective upon the appointment of a successor. If the resignation is effective at a future time, a successor may be appointed before that time to take office when the resignation becomes effective.

**1.8 Vacancy:** In the event of a vacancy on the Board (death, resignation, or removal of any Directors; whenever the number of Directors authorized is increased; and on failure of the membership to elect the full number of Directors authorized), the vacancy shall be filled by recommendation of the Board and approval by a majority vote of the remaining Board for the balance of the unexpired term.

**1.9 Compensation:** No member of the BSACHE Board of Directors shall derive any personal profit or gain, directly or indirectly, by reason of his or her participation in BSACHE. Each individual shall disclose to BSACHE any personal interest which he or she may have in any matter pending before the organization and shall refrain from participation in any decision on such matter. Any member of BSACHE's Board of Directors shall refrain from obtaining any list of BSACHE's members for personal or private solicitation purposes at any time. The Board may establish such forms, affidavits and rules as it deems necessary to obtain disclosure of any Conflict of Interest of its members, directors and officers, and shall establish policy for dealing with Conflicts of Interests and appropriate actions towards those that violate the Policy.

**1.10 Offices of Board of Directors:** The Board of Directors shall serve in the following offices as elected by active members at annual Membership Business Meeting: President, Vice-President, Secretary, Treasurer, and Calendar/Membership/Events Coordinator.

**A. President:** The President shall preside over all Membership Business and Board meetings; supervise all of the business affairs of BSACHE; interpret,

administer, and enforce the bylaws; establish policy within the guidelines of the bylaws; act on urgent business; authorize all disbursement of funds; speak for the organization; establish any committees that shall become necessary; plan and coordinate membership meetings; supervise the BSACHE e-group, blog, newsletter, and website; shall appoint the members of all committees and shall be an ex-officio member of all committees or delegate to another Director to do so; shall assist in preparing annual budgets and additional budgets as needed with the approval of the Board

**B. Vice President:** The Vice President shall assist the President and serve in the absence of the President. The Vice President shall perform such other duties as from time to time may be assigned to the Vice President by the President or by the Board of Directors.

**C. Secretary:** The Secretary shall keep minutes of each Member Business Meeting and Board Meeting and communicate Board activities to the Calendar/Membership/Events Coordinator. The Secretary shall be custodian of the minute books of the Association. The Secretary shall see that all notices are duly given in accordance with the provisions of these bylaws, or required by law, and/or required by any future Articles of Incorporation; shall keep a register of the post office address of each member of the Board of Directors and furnish the Board of Directors with a list of officers, members of the Board of Directors, and members of committees whose term shall expire at the next annual meeting; and in general shall perform all duties incident to the office of Recording Secretary and such other duties as from time to time may be assigned to him or her by the President or by the Board of Directors.

**D. Treasurer:** The Treasurer shall keep or cause to be kept correct and accurate accounts of the property and financial transactions of the organization and in general perform all duties incident to the office of Treasurer and such other duties as may be assigned from time to time by the Board. The Treasurer, by permission of the Board, may assign certain of his responsibilities to another individual, whether paid or unpaid, said individual, serving as a non-voting ex officio member of the Board.

**E. Calendar/Membership/Events Coordinator:** The Calendar/Membership/Events Coordinator shall generally oversee organization, events, and activities; be responsible for overseeing the posting of information pertinent to the membership on the web site calendar and announcement forums; be responsible for maintenance and enforcement of advertising policies and in allowing access to the site for Board

and Assistant members; shall maintain the membership records on the web site; and shall also coordinate the Orientation sessions for new members throughout the year. An Assistant to the Calendar/Membership/Events Coordinator, a non-Board position, will serve to assist the Calendar/Membership/Events Coordinator in his duties, as needed.

## **ARTICLE VI: OFFICERS**

### **SECTION 1: APPOINTMENT OF OFFICERS**

The Board of Directors shall appoint officers (non-Board positions) as it deems necessary from active members of BSACHE, e.g. field trip officer, hospitality officer, assistant to the Calendar/Membership/Events Coordinator, etc.

### **SECTION 2: TERMS OF OFFICERS**

The Board of Directors shall appoint officers (non-Board positions) for a term established by the Board, not to exceed two years. The Board of Directors may reappoint officers without limitations on the number of terms served.

### **SECTION 3: REMOVAL OF OFFICERS**

Any non-board position officer may be removed from office without assigning any cause by a minimum two-third (2/3) vote of the Board of Directors at any meeting of the Board.

### **SECTION 4: COMPENSATION**

Non-board position Officers appointed by the Board will not be compensated via salary for their service as an officer.

## **ARTICLE VII: COMMITTEES**

### **SECTION 1: CREATION**

The Board may appoint committees composed of Board members and other BSACHE members to address particular issues. Such committees shall be limited to investigating and evaluating issues assigned and making a report to the Board with recommendations concerning possible actions or inactions.

## **ARTICLE VIII: AMENDMENTS**

### **SECTION 1: METHOD OF AMENDMENT**

The Bylaws, with the exceptions noted below, may be amended, repealed, or altered in part by the following

procedure: a) The proposed amendment must be submitted in writing to the Board two (2) weeks prior to its meeting; b) The Board must be notified in writing that a vote is to be taken at the scheduled meeting on the proposed amendment and the wording of the present and proposed amendment must be included in the notification; and c) there must be a three-quarter (3/4) vote of those Board members present at the scheduled meeting for vote taken on the proposed amendment.

## **SECTION 2: IRREVOCABLE ARTICLES**

Notwithstanding the above provisions, Article II, Sections 1.1 and 1.2; Article III, Section 1.1 A; Article V Section 1.2 A; Article VIII, Section 2; and Article IX, Section 2 may not be amended.

## **ARTICLE IX: MISCELLANEOUS**

### **SECTION 1: CONFLICT RESOLUTION**

In all meetings and activities we choose, we will purpose to glorify Christ in our conduct. In any situation of conflict, the members will please apply Matt. 18:15-17 prayerfully and lovingly. If a problem continues, please ask the Board Directors to act as the “witnesses” described in Matt. 18:16.

### **SECTION 2: FINANCIAL DEBT**

BSACHE will not obtain a financial loan or acquire debt to provide any benefit or program for the membership.

### **SECTION 3: GUESTS**

The Board shall ensure that all potential guest speakers, groups, and/or organizations being considered for providing lectures, seminars, demonstrations, and/or other similar services at BSACHE sponsored functions, understand that BSACHE is an association of Christian homeschool families and are willing to avoid words, actions, or attitudes that would be offensive to such an audience.

## **ARTICLE X: DISSOLUTION**

**1.1** In the event of dissolution of BSACHE, all liabilities and obligations of BSACHE shall be paid, satisfied, and discharged, or adequate provision made thereof from Association funds. Any remaining funds as are in the treasury at the time shall be distributed to 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, with preference given to another organization (or organizations) with purposes similar to BSACHE.

**1.2 Method of Dissolution:** BSACHE may dissolve only by both a 2/3 vote of the current Board of Directors and a majority vote at a called Membership Business Meeting. Only three (3) days written notice (handwritten or electronic) will be required.

## **STANDING RULES**

1. These standing rules may be amended by a majority of the Board at any meeting.
2. The financial records of BSACHE shall be kept on a fiscal year basis, January 1 to December 31. Bills and other financial disbursements shall be made by check or debit card on the account of the Association. The Treasurer, Vice-President, and President may sign checks or use debit cards.
3. Expenditures will be dealt with under a budget submitted to and approved by the Board.
4. Annual membership dues shall be \$30.00 (non-refundable). Dues shall be payable to correspond with Article III, Section 1.4.
5. Board Members and Officers shall, in accordance with Article V, Section 1.9, submit a signed affidavit regarding the Conflict of Interests Policy in a prescribed form as shall be satisfactory to the Board. This form shall require that the Affiant certify and disclose that, except with regard to carrying out the duties as a director of BSACHE or as a member or Officer of the Board, he/she is not now nor at any time during the past year has been: 1) A participant, directly or indirectly, in any arrangement, agreement, investment, or other activity with any vendor, supplier, or other party doing business with BSACHE which has resulted or could result in personal benefit to the Affiant; and/or 2) A recipient, directly or indirectly, of any salary payments or loans or gifts of any kind or any free service or discounts or other fees from or on behalf of any person or organization engaged in any transaction with BSACHE. Any exceptions to 1 or 2 above are to be stated on the form with a full description of the transactions and of the interest, whether direct or indirect, which the Affiant presently has (or has had during the past year) in the persons or organizations having transactions with BSACHE.

**The undersigned President of the Association, Mark Morgan, hereby states that the foregoing Bylaws were adopted by Unanimous Written Consent of the BSACHE Board of Directors, effective as of September 18, 2013.**  
**Mark Morgan, President**

**Revised Copy, 2023**