

Christian Home Educators Association of Greater Durham

BYLAWS

Article I – Name

The name of this organization is Christian Home Educators Association of Greater Durham (CHEAGD).

Article II – Purpose

The purpose of CHEAGD shall be to:

- A. Honor Jesus Christ
- B. Provide Christian encouragement and support to families choosing home education
- C. Promote communication and fellowship among our members
- D. Provide supplemental educational experiences through field trips and activities
- E. Promote homeschooling in our community as an educational alternative

Article III – Membership

- A. All memberships, both active and alumni, are family memberships. Membership runs annually from August 1st through July 31st and must be renewed each year.
- B. *Active* members must be home schooling in accordance with North Carolina law. Membership in CHEAGD shall not constitute proof of compliance with homeschool laws. *Alumni* members must be former active members of CHEAGD in good standing.
- C. All members must agree to honor the Christian principles set forth in the Statement of Faith. Personal profession of the Christian faith is not required. Those of other faiths are respectfully asked to refrain from proselytizing within the group.
- D. Active members should reside in the greater Durham area. Any exceptions must be approved by the Chair.
- E. Active members must contribute to the work effort for at least one activity during the year. If a family is dealing with a difficult year, but still needs the support that CHEAGD offers, the Chair may waive this requirement.
- F. Active members must completely fill out and return the membership application. This includes reading these Bylaws, the Statement of Faith and the E-mail List Guidelines.
- G. Active members must have at least one parent from the family attend the annual Kick Off meeting. The Chair may waive this item upon request, given sufficient reason.
- H. All members are responsible for reading any materials provided to them by the Leadership, including but not limited to the newsletters, and both the public and member portions of the CHEAGD website.
- I. All members who comply with these Bylaws and the E-mail List Guidelines are considered to be members in good standing.
- J. Any members who are not in good standing may have their membership revoked for cause. The Chair, with the concurrence of a majority of the Board, will determine if there is cause to expel a CHEAGD member. Valid causes include, but are not limited to:

- Failure to meet the membership requirements
- Conduct that brings dishonor to CHEAGD or to homeschooling in general
- Conduct that is abusive, disruptive, or divisive to CHEAGD or its members
- Violation of the E-Mail List Guidelines or these Bylaws

Article IV – Dues

- A. The Board sets and publishes the amount of the annual membership dues by August 1st each year. Members who join after January 1st pay half the annual dues amount.
- B. Renewing members who do not renew their membership (by turning in the membership application and paying their dues) by the published deadline set by the Board must pay a late fee.
- C. Membership dues are non-refundable. Any exceptions must be approved by the Chair.
- D. Scholarships for membership may be available based on need, at the discretion of the Chair.
- E. Membership dues are not tax deductible.

Article V – Member Meetings

Unless Providentially hindered, CHEAGD will hold at minimum two meetings for the full membership each year. These are the Kick Off meeting, generally held in September, and the Keep In Touch meeting, generally held in January. The Board may call other meetings for the benefit of the full membership.

Article VI – Leadership Team

- A. The Leadership Team is made up of those members serving on the Board of Directors, on the Support Team, or in a Coordinator Position. These members are referred to as leaders.
- B. Each leader must have a personal commitment to Christ and subscribe to the Statement of Faith.
- C. Each leader must be a member of CHEAGD in good standing.
- D. Any member meeting the qualifications in point B and C above may volunteer to fill a leadership position. Leaders should seek volunteers to fill their leadership positions for the next year. The Board approves each leader for the next year.
- E. Leaders serve from July 1st through June 30th. The month of June is considered a transition month in which the previous year's leaders provide training and assistance to the next year's leaders.
- F. Leaders may serve in their positions alone or create a team of members that they manage in their area of service.
- G. Leaders will maintain good records to help those that will be in their position in the future. If a leader has to step down during the year, it is primarily that leader's responsibility to find and train a replacement.
- H. Interested CHEAGD members in good standing may attend Leadership Team meetings, and should contact the Chair for details on the next scheduled Leadership Team meeting.

Article VII – Board of Directors

- A. The Board of Directors is the governing committee of CHEAGD.
- B. The Board of Directors is made up of the Chair, the Rising Chair, the Advisor to the Chair, the Treasurer, and the Secretary.
- C. All former CHEAGD Chairs are eligible, at the invitation of the Chair, to serve on the Board of Directors as Members-at-Large. Members-at-Large are full Board members with voting privileges but no specific area of responsibility.
- D. Board members work together to develop, implement, and update CHEAGD policies (such as the E-mail List Guidelines.) Policies and other key decisions require the approval of a simple majority of the Board in order to be adopted.
- E. Board members are expected to attend Leadership Team meetings unless Providentially hindered.

Article VIII – The Chair Positions

- A. The CHEAGD Chair is ideally a three year position, involving a year of apprenticeship (Rising Chair), a year of direct leadership (Chair) and a year of mentoring the next leader (Advisor to the Chair). This structure eases the transition from year to year, provides continuity, and shares the leadership load.
- B. The Chair heads up the Board, providing direction and support to those serving in leadership positions. It is strongly recommended that the Leadership Chair have been a member of CHEAGD for at least 2 years and have served on the Leadership Team previously.
- C. The Chair leads Board and Leadership Team meetings, chairs the "Kick Off" (September) and "Keep In Touch" (January) meetings, encourages and exhorts those in leadership positions, evaluates how CHEAGD is meeting its goals, and serves as CHEAGD's representative at regional and state meetings.
- D. The Rising Chair will attend Board and Leadership Team meetings, contribute ideas and assist the Chair, as needed, with planning and implementing meetings. The Rising Chair may volunteer for various duties throughout the year.
- E. The Advisor to the Chair is the Chair from the previous year. The Advisor will attend Board and Leadership Team meetings, advise the Chair on various matters, recruit the Rising Chair (with the approval of the Board), and fill in for the Chair at meetings, if needed. The Advisor may volunteer for various duties throughout the year.

Article IX – Support Team

- A. The Support Team handles areas of service that are essential to the continued functioning of CHEAGD as a support group. Positions include Newsletter Editor, Field Trips, Webmaster, Membership Contact and E-mail List Moderator.
- B. Support Team members are expected to attend Leadership Team meetings, unless other arrangements have been approved by the Chair.

Article X – Coordinators

- A. Coordinators have a particular area of service, usually having to do with regular activities. Coordinator positions can be added or eliminated, depending upon the needs of the group. Coordinator positions can include but are not limited to Enrichment, Middle/High School, Meetings, Activity Guide, Librarian, Fellowship, Mom’s Encouragement Tea, and Athletics.
- B. Coordinators may attend Leadership Team meetings, and may be expected to attend a specific meeting if their area of service is on the agenda.

Article XI – Changes to Bylaws

- A. Members in good standing may propose changes to the Bylaws. Proposals for changes to the Bylaws must be submitted in writing to the Chair by April 1st.
- B. The Chair will arrange and advertise a meeting for members to discuss and vote on the proposals, ensuring that members have a minimum of 30 days to review the proposals prior to the meeting. Discussion of the proposed changes on the CHEAGD e-mail list must follow the CHEAGD E-mail Guidelines.
- C. If there is more than one proposal, members will be able to discuss and vote on each proposal separately at the meeting called for this purpose. Each proposed change requires an affirmative vote of at least two-thirds (2/3) of those attending the meeting.
- D. Only members in good standing may vote. Each family shall have one vote. Given sufficient reason, the Chair may approve absentee voting arrangements for those unable to make this meeting.

Article XII – Termination

- A. In the event that the membership numbers of CHEAGD fall below what is sufficient to provide financially and socially for the stated purposes of CHEAGD, then any Board member may make a motion that the group dissolve. With a simple majority approval of this motion, the Board shall call a business meeting which shall be advertised to all members for not less than 30 days. RSVPs shall be sought from the members to ensure that the interests of the membership are fairly represented. Should a simple majority of the membership not be able to meet at the designated time, the board shall make provision for absentee ballots.
- B. The motion to dissolve requires at least a two-thirds (2/3) majority of all those voting to pass. Should the motion pass, intent to dissolve shall be published for a period of two weeks to all members and publicly as necessary to all persons or organizations to which CHEAGD may potentially have outstanding debts.
- C. At the end of the two-week announcement of intent to dissolve, and after the Treasurer has paid all outstanding debts presented, all remaining assets shall be distributed as determined by the Board to one or more organizations that closely adhere to the purposes of CHEAGD as stated in these Bylaws.
- D. The directors on the Board that moves to dissolve CHEAGD shall be responsible to effect the dissolution.
- E. The Treasurer shall be responsible to retain the financial records for 5 years, after which time they may be discarded in a manner that protects the privacy of the membership.