

# **SOUTHWESTERN INDIANA HOME EDUCATORS INC**

## **Operating Bylaws**

### **Introduction**

God's Holy Word, the Bible, tells us to "let all things be done properly and in an orderly manner." (I Corinthians 14:40) To best accomplish the tasks of this organization, these bylaws are being written to clarify the purpose and structure of the Southwestern Indiana Home Educators Inc (SWIHE). SWIHE seeks to confirm its original intent to represent and promote home education from a distinctly Christian perspective. SWIHE acknowledges that many homeschooling families are not Christians, but agrees that all homeschoolers share a common bond in the education of our children in our homes. Because SWIHE believes that the Lordship of Jesus Christ affects all areas of our lives – including the education of our children – all SWIHE events and functions are to be built on the foundation of Jesus Christ and the Word of God as found in the Holy Bible. SWIHE seeks to be a Godly encouragement to all homeschoolers living in southwestern Indiana and its tri-state area hereinafter referred to as Southwestern Indiana.

### **Article I – Name, Purpose, Location**

Section 1--The name of this organization shall be "Southwestern Indiana Home Educators Inc", also known as and referred to in this document as "SWIHE".

Section 2—SWIHE is organized exclusively for educational and religious purposes under section 501(c)(3) of the Internal Revenue Code. The mission of SWIHE is to represent and promote home education from a distinctly Christian perspective. For the purposes of this document home education and homeschooling shall be defined as parent-directed home-based privately-funded education. Additional purposes are as follows:

1. To encourage God-given responsibility of parents to "train up [their children] in the way [they] should go" (Proverbs 22:6)
2. To provide encouragement to area homeschoolers through educational opportunities and other activities as deemed necessary by the Board for accomplishing the organization's overall purpose.

Section 3—The principle office location of SWIHE shall be located in Vanderburgh County or surrounding counties in the State of Indiana. The organization may have any number of offices at such places as the Board may determine.

### **Article II – Statement of Faith**

SWIHE desires to encourage and support home educating families through traditional Christian values. The organization desires to be faithful in honoring and glorifying the Lord Jesus Christ.

We believe the Bible to be the inspired, infallible, authoritative, and inerrant Word of God. (2 Timothy 3:16; 2 Peter 1:20-21)

We believe that there is one God, eternally existent in three persons: Father, Son, and Holy Spirit. (Genesis 1:1; John 1:1, 10:30, 37-38)

We believe in the birth of our Lord Jesus Christ, that He was conceived by the Holy Spirit and born of the virgin Mary. We believe in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His imminent personal return in power and glory. (Isaiah 7:14; Matthew 1:23; Luke 1:35; Hebrews 4:15, 7:25, 9:12, 12:2; John 2:11, 11:25; Colossians 1:14; Acts 1:11; Revelation 19:11-16)

We believe that man is sinful by nature and that regeneration by the Holy Spirit is an absolute necessity for man's salvation, which is initiated and accomplished by grace alone, through faith alone, in Jesus Christ alone. (Romans 3:19, 23; John 3:16, 5:24; Ephesians 2:8-9; Titus 3:5-6)

We believe in the continuing ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a Godly life. (Ephesians 5:18, 4:30; I Corinthians 3:16, 6:19-20)

We believe in the resurrection of both the saved and the lost; those who are saved unto eternal life, and those who are lost unto eternal damnation. (John 3:16, 5:28-29)

We believe in the spiritual unity of believers in our Lord Jesus Christ. (Romans 8:9; 1 Corinthians 12:12-13; Galatians 3:26-28)

We believe in the special creation of man, and all things, by the hand of God. (Genesis 1:1, 2:26-68, 5:1-2; John 1:3)

We believe that sexual intimacy is a wonderful gift of God that is only to be expressed between one man and one woman (as genetically defined), within the loving bonds of marriage (Genesis 2:24-25; Matthew 19:4-6; 1 Corinthians 7:3-5; Hebrews 13:4). Therefore, we believe that any other form of sexual intimacy is both immoral and a perversion of God's gift (Leviticus 18:1-30; Proverbs 6:32; 1 Corinthians 6:18; Romans 1:26-27; 1 Thessalonians 4:3-8).

### Article III – Membership

Section 1—There are no shareholders in the SWIHE organization.

Section 2—Qualifications for membership to SWIHE are:

1. To be actively homeschooling at least 1 child
2. To be living in southwestern Indiana and/or its tri-state area.

### Article IV – Board of Directors

Section 1—Governing Body

1. SWIHE is governed by a Board of Directors comprised of three (3) – six (6) married couples with no more than one couple living outside of southwestern Indiana.
2. In the event the Board of Directors is comprised of less than three (3) couples for a period of 1 (one) year, SWIHE will begin the process for dissolution according to the terms of these by-laws.
3. The Region 16 (southwestern Indiana) representatives from the Indiana Association of Home Educators (IAHE) shall at least serve as an ex-officio couple of the governing body. The IAHE

representatives may serve as an approved Board member, if desired and meeting the requirements for membership.

#### Section 2—Requirements

1. Membership on the Board of Directors is limited to married couples, husband and wife, who profess saving faith in the Lord Jesus Christ, give evidence of spiritual regeneration, and accept (by signing) the organization's Statement of Faith.
2. Married couples on the Board of Directors must currently homeschool at least one child (grades 1-12) and must have completed at least one year of homeschooling. Married couples who have experience in home education, but whose children have already graduated, may also serve on the Board of Directors. Married couples without one year of homeschooling experience in grades 1-12 may not serve on the Board of Directors.
3. Board members must currently reside in southwestern Indiana or its tri-state area.

#### Section 3—Application

1. Couples who desire to serve on the SWIHE Board of Directors must complete a written application, as provided by the Board of Directors. Said application must be reviewed and approved by the current Board of Directors before applicants can be a member of the Board of Directors.
2. All new applications are subject to board approval, and must be approved by a unanimous vote of all current board members. (Absentee voting is acceptable for this purpose.)

#### Section 4—Terms

1. The term of board members (couples) shall be three years, with one-third (1/3) of the couples being appointed each year. Terms shall commence in June. All couples on the Board of Directors shall serve a limit of two successive terms, but may serve subsequent terms after an absence of one (1) year.
2. Members that are selected to serve an unexpired term obtained through a vacancy shall be considered as serving a complete term.

#### Section 5—Vacancies

1. Vacancies in the Board of Directors caused by death, resignation, or termination of a member shall be filled by election of a qualified person to serve the unexpired term of the member leaving the vacancy. Election of the replacement shall be by a unanimous decision of the current Board of Directors.

#### Section 6—Termination

1. In the event that a board member acts in a manner that proves harmful to SWIHE or contradictory to the statement of faith, termination of said member(s) may be made by a two-thirds (2/3) majority of the current board membership. Absentee voting is acceptable for this purpose.

### Article V – Executive Committee

#### Section 1—Officers

The Executive Committee of the Board of Directors shall consist of married couples acting as President, Secretary, and Treasurer.

#### Section 2—Selection and Term of Service

The Executive Committee shall be selected by approval of the Board of Directors and shall serve on the Executive Committee for one year. Repeated terms of service are acceptable, as determined by the Board of Directors. Officers shall be selected at the board's June meeting.

#### Section 3—President

The President shall have general supervision and direction of the affairs and management of the Board of Directors, subject to the authority of SWIHE. The President shall preside at all meetings and perform such other duties as are customarily performed by this office, or determined proper by the Board of Directors.

#### Section 4—Secretary

The Secretary shall keep minutes of the proceedings of the Board of Directors, and maintain record of those minutes in an established book. The Secretary shall provide copies of meeting minutes to all board members within two (2) weeks after the meetings. The Secretary shall ensure that notice is given for meetings of the Board of Directors, make any necessary reports, and maintain correspondence as directed by the board. The Secretary shall also maintain records of board member applications and signed statements of faith. The Secretary shall perform all of the duties incident to the office of Secretary and may perform any other duties, as the Board of Directors may deem necessary.

#### Section 5—Treasurer

The Treasurer and an additional couple approved by the Board of Directors shall have custody of all monies and securities of SWIHE, and deposit all monies in the name of the organization in a bank as selected by the Board of Directors. The Treasurer shall keep a regular book of accounts and make financial reports at each meeting of the Board of Directors, receive and give receipt of monies due and payable to the organization. The Treasurer shall perform all of the duties incident to the office of Treasurer and may perform any other duties, as the Board of Directors may deem necessary.

### Article VI – Meetings

The Board of Directors of SWIHE shall meet at least once each quarter. The President may call meetings as deemed necessary. Notice of any meeting shall be given to all board members at least twenty-four (24) hours in advance.

### Article VII – Fiscal Matters

#### Section 1—Fiscal Calendar

The fiscal year of SWIHE shall be January 1 – December 31.

#### Section 2—Funds

All monies of SWIHE shall be deposited in the name of "Southwestern Indiana Home Educators, Inc." into an account at a bank selected by the Board of Directors. The account shall be subject to withdrawal only on the signature of the duly appointed Treasurer, or additional couple as designated in Article V, Section 5.

#### Section 3—Compensation

Members of the Board of Directors may receive compensation for their services and may be reimbursed for actual expenses incurred in the maintenance of their duties. Persons who serve as members of SWIHE and render service to the organization in some capacity, other

than as a member of the Board of Directors, may be compensated for their services when approved by the Board of Directors, in accordance with IRS code for 501(c)3 organizations.

#### Section 4—Dissolution

In the event that this organization should be dissolved for any reason, then all monies and assets of the organization shall be transferred to an entity or organization (with a similar mission and vision to SWIHE) as designated by the Board of Directors and section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

### Article VIII – Committees

#### Section 1—Committees

The Board of Directors may create committees as needed, such as fundraising, public relations, Information Day program, website maintenance, etc. The Board of Directors shall appoint all committee chairs.

#### Section 2—Committee Limitations

NO committee shall have any power to: fill vacancies on the Board of Directors; adopt, amend, or repeal the by-laws; amend or repeal any resolution of the Board of Directors; or act on matters committed by the by-laws or resolution of the Board of Directors.

### Article IX – Quorum

A quorum shall consist of the President and a representative from each couple on the Board of Directors.

### Article X – Rules of Order

“Robert’s Rules of Order”, revised edition, shall govern this organization in all cases to which they are applicable and do not conflict with or prove inconsistent with the mission statement, statement of faith, purpose, or operating bylaws of SWIHE.

### Article XI – IRS 501(c)3 Tax Exemption Provisions

#### Section 1

No substantial part of the activities of SWIHE shall be the carrying on of propaganda, or otherwise attempting to influence legislation, 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.

#### Section 2

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 federal 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 XII – Amendments

These operating bylaws of SWIHE may be altered, amended, or repealed by a unanimous vote of the Board of Directors.

These operating bylaws are hereby accepted for use by the Southwestern Indiana Home Educators, Inc. and have been adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_, as witnessed by:

\_\_\_\_\_  
President

\_\_\_\_\_  
President

\_\_\_\_\_  
Treasurer

\_\_\_\_\_  
Treasurer

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Secretary