

TACHE Bylaws

Approved: April 26, 2017

Revision: 8.1

Article 1 Name and Purpose

1. This non-profit organization shall be known as Tyler Area Christian Home Educators (TACHE).
2. The purpose of the Association is threefold. First, to provide a support group for parents and others involved and/or interested in teaching their children and to encourage the high standard of educational excellence throughout all the membership. Second, to provide an 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. Third, to further the appreciation of home schooling in the community through education and media communication.

Article 2 Biblical Basis

1. The Bible is the inspired and infallible Word of God and constitutes completed and final revelation. The Bible, in its original autograph, is without error in whole and in part, including theological concepts as well as geographical and historical details.
2. God has existed from all eternity in three 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.
3. All men are in violation of God's righteous requirements and His holy character both by nature and by act, and therefore if without Jesus Christ are under His wrath and condemnation. The central purpose of the coming of Jesus Christ was to pay the penalty for man's sin through His substitutionary death on the cross – the successful accomplishment of which was attested by His subsequent visible, bodily resurrection.
4. Salvation is offered as a gift, free to the sinner. This gift must be responded to in individual faith, not trusting in any personal works whatsoever, but in the sacrificial death of Jesus Christ alone.
5. We hold as belief and conviction that children are given by God as a stewardship to the parent and not the state and that parents have the wherewithal and authority to teach and educate their own children.
6. Regarding the education of our children, we hold that true education can not 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.
7. The Bible reserves the marriage covenant for the union of man and woman. Genesis Chapter 2 gives the example which God set forth for the family unit in that He formed Adam of the dust of the earth then took one of his ribs and made for him a "help meet" for him, a woman. In so doing, God sanctified the marriage union of one man and one woman as being the nucleus of the family. Further, Ephesians Chapter 5 reaffirms this principle in describing the roles of the husband and his wife in the family unit. Any practice outside of the bonds of the marriage covenant are all defined by the scriptures as sin; while "marriage is honorable and the marriage bed (a man with his wife) is undefiled." Marriage therefore is defined by the Bible and, thus, this organization as "a monogamous, heterosexual covenant between a man and a woman.
8. Each of us is beautifully and wonderfully made, known by God before He knit us together in the womb. God wonderfully makes and immutably creates every person in his image as male or female. Each are sexually different but with equal personal dignity. TACHE members must affirm their biological sex and refrain from any and all attempts to physically change, alter, or disagree with their biological sex — including but not limited to elective sex-reassignment, transvestite, transgender, or non-binary gender-expansive acts or conduct. (Genesis 1:26-28, Psalm 139:13-14; Jeremiah 1:5, Romans 1:26-32, 1 Corinthians 6:9-11)

Article 3 Membership

1. Membership in TACHE is based on attendance at an orientation, application, payment of dues, a Christian faith, and good standing with the organization.
2. Participation in TACHE sponsored events is for members only unless otherwise stated.
3. To help ensure continued high behavioral standards at TACHE functions, families will be requested, when registering, to affirm that they are willing to comply with basic behavioral standards at TACHE sponsored events.

Article 4 Board of Directors

1. The management of the affairs of this organization shall be vested in a Board of Directors composed of nine (9) Board members provided for herein. The Board shall set policy and procedures within the ramifications of rules and regulations prescribed in these Bylaws.
2. The Board shall meet at a minimum quarterly, at such time and place as the President/Chairman of the Board shall direct, or at the call of any two (2) other members of the Board at the place, date and time specified. Nothing in this paragraph shall prevent the Board from meeting more frequently than quarterly. In the event of a conflict of the majority of the Board members, the President may move the regular meeting back or forward no more than 1 week; any day of the week available to the majority of the Board will be acceptable.
3. A majority of the Board shall constitute a quorum for the transaction of business during any meeting of the Board.
4. All items of business of the Board must be passed by a majority of a quorum of the Board or, in lieu of a meeting, by unanimous written consent of all members of the Board, such consent being communicated by either hand written or electronic means.
5. The Board may appoint committees composed of Board members and other TACHE 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.
6. Vacancies on the Board shall be filled by recommendation of the Board and approval by a majority vote of the Board.
7. No member of the TACHE Board of Directors shall derive any personal profit or gain, directly or indirectly, by reason of his or her participation in TACHE. Each individual shall disclose to TACHE 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 TACHE's Board of Directors shall refrain from obtaining any list of TACHE'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.

Article 5 Officers and Duties

1. The members comprising the Board shall consist of a President, Vice-President, Activity Coordinator, Website Coordinator, Membership Coordinator, Secretary, Treasurer, Member-at-Large and Historical "Graduated" Advisory Board Member. Terms shall be as prescribed herein and shall begin June 1 in the year in which the term begins and expire May 31 of the year in which the term expires.
 - a. The term of the President shall be for a period of two (2) consecutive years.
 - b. The term of the Vice President shall be for a period of two (2) consecutive years at which time he shall be promoted to the position of President of the Board, unless a majority of the members of the Board object.
 - c. The terms of the Activity Coordinator, Website Coordinator, Membership Coordinator, Member-at-Large and Historical "Graduated" Advisory Board Member shall be for a period of one (1) year, not to exceed four (4) consecutive terms.

- d. The terms of the Secretary and Treasurer shall be for a period of two (2) consecutive years, not to exceed two (2) consecutive terms.
2. The President shall preside at all Board meetings. The President shall also act as an official representative of the organization in all public relation endeavors and function as liaison with the public schools. The President, as moderator of the meetings, shall not cast a vote except to break a tie. Lead and communicate vision of TACHE to members as official representative of organization.
3. The Vice-President shall assist the President and serve in the absence of the President.
4. The Activity Coordinator shall generally oversee organization, events, and activities. Also, the Activity Coordinator should ensure that information on these activities is provided to the Website Coordinator in a timely fashion. He/ She will develop team to assist with activities. An Assistant to the Coordinator, a non-Board position, will serve to assist the Activity Coordinator in his/her duties, as needed.
5. The Website Coordinator shall be responsible for overseeing the posting of information pertinent to the membership on the Website calendar and announcement forums. He/she shall be responsible for maintenance and enforcement of advertising policies and in allowing access to the site for Board and Assistant members. He/ She will develop team to assist with activities. An Assistant to the Coordinator, a non-Board position, will serve to assist the Activity Coordinator in his/her duties, as needed.
6. The Membership Coordinator shall maintain the membership records on the Website. He/She will also coordinate the Orientation sessions for new members throughout the year. He/ She will develop team to assist at membership orientation meetings.
7. The Treasurer shall keep up to date financial records and provide financial reports to the Board at its regular quarterly meetings. Expenditures shall remain within the Association's approved budget. He/she shall receive and deposit membership dues, as needed, and disburse funds from said dues for expenses incurred by the Association, including but not limited to the cost of the yearly Website subscription. He/she shall provide the written fiscal "year-end" financial statement to the Board at the July regular quarterly meeting. The Treasurer shall also receive donations and if donations are designated for purposes other than the general operation of the association, he/she shall retain those funds separately from the General Operating funds and disbursement of donated designated funds shall be made only for the cause and intended purpose stated by the donor. In the event, the Board desires to redirect donated funds to other causes or the cause for which the funds does not come to fruition or is in violation of the standards set forth in these By-Laws, the Treasurer shall receive written permission from the donor(s) and provide such to the Board, prior to redirection of any donated funds that are designated for any purpose other than the General Operating Fund. In the event the donor does not wish to grant said permission, the Treasurer shall return all donated funds to the donor(s). He/she shall file the required government reporting to the State of Texas and the Internal Revenue service. Upon review of bills, requests for reimbursements, and other expenditures handle the required disbursements of checks to be distributed.
 - 7.a. Part- Time Contract Bookkeeper – will assist Treasurer to keep record of funds in efficient manner. Please see contract for more information on non-voting member contract bookkeeper. It is a part-time position and usually doesn't take up a lot of time. Some seasons are busier than others, such as registration time.
 1. Book financial entries into QuickBooks Online.
 2. Prepare financial reports for Quarterly Board Meetings as well as at the request of the Treasurer or President of the Board.
 3. Upon review of bills, requests for reimbursements, and other expenditures, inform the Treasurer of any additionally required disbursements for signature of checks to be distributed.
 4. When required, review of cash receipts, make deposits into TACHE account and book accordingly.
 5. File Texas Franchise No-Tax due report by May 15th of each year.
 6. File IRS form 990-N after the conclusion of the fiscal year (June 30th)
 7. Review PayPal account for on-line transaction and book accordingly. Coordinate funds transfers to the TACHE bank account with the Treasurer. Book PayPal fees each month.
 8. Provide copies of Texas Sales Tax Exemption Certificates to various coordinators upon request.
 9. Provide proof of organization's 501(c)3 status upon request.
 10. Reconcile bank and PayPal accounts following review of statements by the Treasurer.
8. The Member-at-Large shall contribute information, guidance, and opinion to the other Board members. He/ She will lead as Senior Class Graduation Liaison, and Prom Liaison each year, giving valuable counsel as needed. Member-at-Large will attend both functions, or assign another Board member to this task if unable.

9. The Secretary of the Board shall keep the minutes of each Board meeting and communicate Board activities to the Website Coordinator. The Secretary shall be custodian of the minute books of the Association. He/she shall present the minutes in writing to the Board at each regular meeting for the preceding meeting(s). The Secretary is also charged with stewardship of all documents of TACHE. In the event the Board desires to change the Registered Agent with the Texas Secretary of State, the Secretary shall, upon a duly approved motion, file the necessary change with the Texas Secretary of State and shall obtain the filing fees for such change from the Treasurer of the Board.
10. Historical “Graduated” Advisory Board Member shall have the duty to keep historical background of Founding Membership clear at meetings. He/ She, a non-voting member, will have a historical knowledge of Founding membership and intent, reminding Board of historical, unique and non-unique concerns for membership. This role will be primarily advisory, but also will allow for added assistance as needed on various projects as requested by Board.
11. All Board members shall work together in the performance of their duties to coordinate the activities of the Association. All duties shall be performed in a timely manner and in such a way as not to delay another Board member or the Board in the fulfillment of their duties. Any Board member unable to fulfill a specific duty shall notify the President in advance. If the President is unable to perform a specific duty, he should notify the Vice-President. Each Board member, at the end of his/her term of office, shall turn over all original materials and records of his/her office to his/her successor and furnish any records for his/her office as may be required.
12. In the event any Board member is found lacking in the performance of his/her duties, the President, at the recommendation of a majority of the Board, shall request his/her resignation. If his/her resignation is not tendered, the Board may remove him from office.
13. Committee Chairs/ Assistant to Board Member: The following Directors may name up to one TACHE member, who meets the requirements of Article 6, to act as an assistant in the performance of their respective duties: Activity Coordinator, Website Coordinator, Membership Coordinator, and Treasurer. Assistants must be approved by a majority vote of the Board. Assistants may attend any regularly scheduled quarterly meeting of the Board, as well as, any other meeting that the President of the Board deems their presence beneficial. Assistants may give input to the Directors when asked but will have no voting rights in the business of the Board. Nothing in this paragraph shall be construed as to create a guarantee or assurance that any assistant will be made a Director.
14. Any director who completes his/her term of service may be reappointed to any position on the Board not previously held by that director and following a two (2) year absence from the Board. Any director may be appointed to act as an assistant in accordance with Para 12 of this Article but only after a one (1) year absence from the Board. Former Directors who were removed from the Board in accordance with Para 11 of this Article are banned from future service on the Board; however, he/she may serve in the role of assistant after one (1) year absence from the Board in accordance with Para 12 of this Article.

Article 6

Qualifications of Officers

1. Members of the Board must be willing to subscribe to the Biblical Basis described in Article 2 of these Bylaws.
2. Officers of the organization must be a member in good standing, a home schooling parent (past or present in historical advisory member), and committed to the responsibilities of the office to which he or she aspires for the term of office as defined in Article 5, paragraph 1.
3. The offices of President and Vice-President are to be filled by men.

Article 7

Dues

1. 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.
2. Membership dues shall be payable for each school year (example: 2017-2018) and shall entitle the member to membership for that school year.

Article 8 Amendments

1. Limitations in Perpetuity: Certain rights are held in perpetuity by Christians, both individually and gathered in the Association. The Association must always guarantee these rights. These rights include but not by way of exclusion the following: a) The Association may make no laws to bind the conscience with respect to the interpretation of the Scripture. No person may be rejected for membership or service on the Board because of such matters of conscience unless the matter is in opposition to the Biblical Basis, or is recognized as heresy by a majority of members within the Association; b) The Association may make no laws that infringe on the rights of any Association sponsored support group, to elect its own Board, to own and control its own property, to determine its own benevolence and other budgetary objectives, and to determine its own internal life so long as it does not violate the Bylaws of the Association; c) Articles 1, 2, and 3 may be “added to” by the procedures set forth in paragraph 2 below, but no deletions shall be made. No changes/amendments may be made to the Bylaws or any policy that would be contrary to Articles 1, 2, or 3 or these Limitations in Perpetuity.
2. The Bylaws, with the exceptions noted above, 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 members present at the scheduled meeting for vote taking on the proposed amendment.

Article 9 Procedures

Generally accepted Parliamentary Procedures shall govern all procedure at Board of Directors and other Association Meetings.

Article 10 Dissolution

In the event of dissolution of the Association, all liabilities and obligations of TACHE shall be paid, satisfied, and discharged or adequate provision made from Association funds. Any remaining funds shall be given to another home school association as determined by the majority of the TACHE Board of Directors.

Standing Rules

1. These standing rules may be amended by a majority of the Board at any meeting.
2. The financial records of TACHE shall be kept on a fiscal year basis, July 1 to June 30. Bills and other financial disbursements shall be made by check on the account of the Association. The Treasurer and President, may sign checks.
3. Expenditures will be dealt with under a budget submitted to and approved by the Board. The Budget rules shall be as follows:
 - a) The Budget shall be submitted to the Board for its adoption no later than the July meeting;
 - b) The Budget shall be assembled by the Treasurer;
 - c) All requests for Budget items by the Directors shall be submitted either in writing or electronically to the Treasurer no later than May 31st for the upcoming school year;
 - d) The President and Treasurer may make disbursements from the Operating Funds without approval of the Board when such expenditures have been adopted in the Budget and there are sufficient funds available; and
 - e) The President and Treasurer shall not make any disbursements that are not budgeted without the approval of the Board. The Board may, as needed, approve such expenditures by either voice vote in person at a regular or specially called meeting or by electronic vote taken by the President or Vice President and recorded by the Secretary in the Minutes of the Board.

4. Annual membership dues shall be \$45.00 (non-refundable). Dues shall be payable to correspond with Article 7, paragraph 2.
5. Board Members and Officers shall, in accordance with Article 4, Section 7, submit a sign 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 TACHE 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 TACHE 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 TACHE. 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 TACHE.

FOUNDATIONAL BELIEFS

(Formerly referred to, separately, as Statement of Faith and Code of Conduct)

Statement of Faith

1. The Bible is the inspired and infallible Word of God and constitutes completed and final revelation. The Bible, in its original autograph, is without error in whole and in part, including theological concepts as well as geographical and historical details.
2. God has existed from all eternity in three 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.
3. All men are in violation of God's righteous requirements and His holy character both by nature and by act, and therefore if without Jesus Christ are under His wrath and condemnation. The central purpose of the coming of Jesus Christ was to pay the penalty for man's sin through His substitutionary death on the cross – the successful accomplishment of which was attested by His subsequent visible, bodily resurrection.
4. Salvation is offered as a gift, free to the sinner. This gift must be responded to in individual faith, not trusting in any personal works whatsoever, but in the sacrificial death of Jesus Christ alone.

Biblical Values

1. We hold as belief and conviction that children are given by God as a stewardship to the parent and not the state and that parents have the wherewithal and authority to teach and educate their own children.
2. Regarding the education of our children, we hold that true education can not 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.
3. The Bible reserves the marriage covenant for the union of man and woman. Genesis Chapter 2 gives the example which God set forth for the family unit in that He formed Adam of the dust of the earth then took one of his ribs and made for him a "help meet" for him, a woman. In so doing, God sanctified the marriage union of one man and one woman as being the nucleus of the family. Further, Ephesians Chapter 5 reaffirms this principle in describing the roles of the husband and his wife in the family unit. Any practice outside of the bonds of the marriage covenant are all defined by the scriptures as sin; while "marriage is honorable and the marriage bed (a man with his wife) is undefiled." Marriage therefore is defined by the Bible and thus this organization as "a monogamous, heterosexual covenant between a man and a woman.

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Standards of Conduct ***For all TACHE events***

Our general aim is to be above reproach. As we are to be a light to the world, we desire to behave on field trips with promptness, courtesy, and attentiveness. This not only reflects well on our Savior, but also encourages the tour giver to welcome us and other home school groups to return.

- Participants should arrive at least 10 to 15 minutes early.
- Students should be responsive and obedient.
- Shorts, dresses, shirts, shirts and split garments must be long enough to maintain dignity while bending, sitting or standing.
- No see through or excessively tight or body revealing clothing.
- No strapless, halter, or low-cut (neck or underarm) shirts or dresses.
- No bare midriffs.
- Undergarments should be worn at all times and should not be seen on the outside of clothing.
- Dark t-shirts are required for male and female participants when swimming at TACHE Events.
- All displays at TACHE events, (DVD, Slide Shows, Displays, etc.) should reflect the Code of Conduct as previously mentioned.
- Use the “Buddy System”.
- Unless specifically waived by the TACHE Event sponsor, each student (regardless of age), participating in a TACHE Event MUST have a Parent/Guardian present for the entire activity. (TACHE has a Waiver Form that allows a Parent/Guardian to designate another adult to care for their minor child(ren). It must be signed and turned in to the Event Coordinator.)
- Parents are responsible for the actions of their children.
- No running ahead - student(s) must stay with their Parent /Guardian or Designated Adult.
- Touch things only when permitted. Pet or feed animals only when permitted.
- Students stay quiet if an adult is talking.
- Students raise hand if asking a question in a group.
- Clothes should be clean, neat, appropriate for the outing and modest in appearance. Good hygiene/cleanliness should be practiced by all.
- No public display of affection between students.
- Adhere to age limits when specified for events and stay within bounds established by Activity Coordinator as these are often required for safety or facility liability requirements. (If you are unsure, please contact the Activity/Event coordinator).
- All participants (students and adults) are expected to meet a higher standard of behavior/decency that that exhibited by the general public.
- ENFORCEMENT: IF a determination regarding standard of conduct is necessary, such will be made by the attending Event Sponsor, using the TACHE By-laws as the standard. Violation of these standards at two events will result in losing privileges to attend/participate in TACHE functions.