

**BY-LAWS  
OF  
OSWEGO HOMESCHOOL ASSOCIATION**

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**ARTICLE I - Name and Vision Statement**

The name of this organization shall be "Oswego Homeschool Association", or OHA, a not-for-profit organization.

*Our Vision Statement: The Oswego Homeschool Association is a non-profit group for homeschooling parents and children of all ages. We believe that parents are the primary teachers and are responsible for all lawful reporting, curricula choices, and core subject instruction. OHA aims to support the role of the parent by offering meetings, special events, field trips, and educational opportunities. We are an inclusive, eclectic, local, member-run organization that honors the diversity of homeschoolers and provides a supportive community for our members. Our reasons for homeschooling differ, as do our styles and approaches to education. What we share is a respect for all learners and a desire to support one another.*

**We believe that every family has the legal and constitutional right to home educate in New York State, regardless of their philosophy of education or religious affiliation.**

**Article II - Purpose**

The Oswego Homeschool Association is established for the following reasons:

1. Providing and encouraging support and training for parents through such activities as the parent support group meetings.
2. Distributing home education materials and information from the national, state, regional, and local levels.
3. Providing information regarding the regulatory climate of home education in New York State and in our nation, by encouraging home education in New York State and in our nation.
4. Being involved in protecting the future freedoms of home education in New York State and in our nation.
5. Promoting the advantages of home education over alternative forms of education outside the home.
6. Promoting sound, high-quality home education programs for parents or legal guardians for the purpose of developing moral character, and which satisfy the intellectual, physical and emotional growth needs of their children.

7. Providing and promoting opportunities for children and families to interact with others through planned educational and recreational activities.
8. Encouraging participation in local, regional and statewide homeschool events.
9. Supporting accurate home education research and its publication.
10. Instituting whatever other programs or services in the future, as deemed necessary by the membership of this organization.

### **Article III- Statements of Belief**

*Although we choose to have no requirements of religion for our membership, we acknowledge the beliefs of Loving Education at Home, Inc and agree to be considerate of those beliefs in our programming. As an association, we agree to not include or offer programming that is contradictory to Loving Education at Home, Inc's by-laws.*

### **Article IV - Membership**

#### **Section 1: Specifications**

Membership is open to individuals and families who homeschool or are interested in homeschooling.

#### **Section 2: Expectations**

Members shall support OHA with their annual dues and active participation. Members are also asked to participate on committees and or assist with events to insure that the organization purposes, policies, and objectives are met.

#### **Section 3: Apply for Membership**

Applications for members must be submitted to the OHA Board.

#### **Section 4: Term of Membership**

4.1 Membership in OHA will be renewed on an annual basis at the start of the fiscal year (July). Updated membership rolls and any changes in leadership will be noted.

4.2 All OHA members who live in New York State are encouraged to join and support the activities of OHA.

#### **Section 5: Benefits of Membership**

All members shall be entitled to all the benefits of membership in OHA. The benefits of membership will be decided upon annually by the OHA Board.

## **Section 6: Revocation of Membership**

If and when any member is found to be in non-compliance with the Bylaws and policies of this organization the matter will be brought before the Board, who has the authority to remove this member.

## **Article V - Finances**

### **Section 1: Determination of Dues**

1.1 It is expected that the membership dues will cover general operating expenses of the organization, including membership in Loving Education at Home, Inc. Dues will be based on the number of individual families belonging to OHA and past experience of activity expenses. Additional fees may apply for co-op classes, parties, or special events determined by the Board.

1.2 The OHA Board will evaluate dues in July and decide on any changes for the upcoming year.

### **Section 2: Fiscal Year**

The fiscal year shall be from July 1- June 30.

### **Section 3: Collection of Dues**

The collection of dues will be the responsibility of the Treasurer.

### **Section 4: Financial Accounts**

4.1 All financial accounts shall be maintained in the name of the Oswego Homeschool Association for the purpose of collecting and distributing the funds of the organization.

4.2 The OHA Board will present the budget to OHA members once a year at the annual meeting. Annual budget will be approved by majority vote of the members present.

4.3 Financial statements for OHA will be available at the quarterly member meetings.

### **Section 5: Use of the Financial Accounts**

The Board shall institute the guidelines for use of the financial accounts and present guidelines to the membership upon request.

## **ARTICLE VI - GOVERNMENT**

### **Section 1: General Powers**

The affairs of Oswego Homeschool Association shall be under the policy direction and implementation of the OHA Board. The OHA Board shall be responsible for the overall operation of the organization, to coordinate committees and their activities and events, for policy decisions based on input from members, to fill OHA Board vacancies and other appointments, to create special committees as the need may arise, and to call and set the date and time for membership meetings.

### **Section 2: Legal Trustees**

The members of the OHA Board shall be the legal trustees of this organization.

### **Section 3: Quorum**

A majority of the OHA Board shall constitute a quorum. If a quorum is not present at any meeting, a majority of those present at any meeting may postpone the meeting to another time without prior notice.

### **Section 4: OHA Board Decisions**

The act of majority of the OHA Board present at a meeting at which a quorum is present shall be the act of the OHA Board, unless the act of a greater number is required by the Bylaws.

### **Section 5: Informal Action by the OHA Board**

Any action normally taken at a meeting of the OHA Board may be taken without a meeting, if consent in writing setting forth the action to be taken is signed by two-thirds (2/3) of the OHA Board.

### **Section 6: Compensation**

Members of the OHA Board shall not receive any stated salaries for services on the Board. Nothing herein stated shall preclude any member of the OHA Board from being reimbursed for expenses incurred while fulfilling Committee duties, i.e. phone calls, etc. The OHA Board will determine by policy decisions what expense items are reimbursable.

Members of Oswego Homeschool Association will not receive any stated compensation from membership fees. Members may receive compensation on a contract basis for services (i.e. teaching a class) rendered should the need arise.

## **Article VII - OHA Board**

### **Section 1: Officers**

The members of the Board shall consist of no less than 5 and no more than 11 board members. The Board should be composed of the Chapter Leader, Co-leader/Vice President, President, the Secretary, the Treasurer.

### **Section 2: Qualifications**

All prospective members of the OHA Board must:

2.1 OHA Chapter Leader must be approved by Loving Education at Home, Inc and agree to Loving Education at Home, Inc's Bylaws.

2.2 All Board members and prospective Board members shall agree to read, understand, and be considerate of Loving Education at Home, Inc's Statement of Faith.

2.3 Board members are allowed to have dual roles.

2.4 All Board members and prospective Board members must have homeschooled for at least one year.

2.5 All Board members and prospective Board members must agree to OHA's By-laws.

2.6 All Board members and prospective Board members must be members of OHA.

2.7 All Board members and prospective Board members shall be supportive of OHA's inclusive stance and shall support OHA's purpose.

2.8 All Board members are accountable to the members of the OHA.

2.9 All Board members shall be residents of New York.

### **Section 3: Selection of Officers**

3.1 New members of the OHA Board shall be nominated by the existing members of the OHA Board. A nomination must come from a board member.

3.2 Any member of OHA in good standing may submit to the OHA Board an individual for consideration to become a member of the OHA Board.

3.3 OHA Board members will hold a vote for new Board members. New board members will not be voted in by member vote.

3.4 Every year in May the Board will have the opportunity to express their interest with

staying on the board or resigning.

3.5 The Board shall verify that all prospective Board members meet the qualifications in section 2 of this article (V).

3.6 There is no set term of office for members of the Board

3.7 There is no maximum number of terms a board member shall be permitted to serve.

3.8 Elections and appointments shall be announced to OHA members and will be affirmed by members at the annual meeting.

3.9 Biographical information shall be submitted by candidates for dissemination to the members prior to the election.

#### **Section 4: Removal of a Board Member**

If an issue arises with a board member, a grievance will be sent to the OHA President or Vice President. The President or Vice President will address the grievance directly with the person. If the grievance is unable to be resolved, a special committee will be established to discuss the issue. The member in question will not be present at the special committee. The special committee's vote to move forward with removal of board member must be 2/3rd vote. Then it will be voted on at our next board meeting, again with a  $\frac{2}{3}$  vote.

#### **Section 5: Duties of the Board**

The duties of the Board shall include:

5.1 **CHAPTER LEADER** shall be the liaison with Loving Education at Home, Inc, and other support groups. This person shall be approved by the Loving Education at Home, Inc regional representative and agree to Loving Education at Home, Inc's Statements of Faith.

5.2 **PRESIDENT** shall preside at all meetings of the Organization and have general supervision of its affairs, shall serve as chair of the Board, shall appoint with the approval of the Board all committees, and shall convene with approval of the Board, at least quarterly and when in his/he opinion the affairs of the Organization demand, a meeting or when two or more board members or ten percent of the membership request a meeting.

5.3 **CO-LEADER** shall: \*take over the responsibilities when the leader is unable to, i.e., support group meetings, communications, etc., \*be a part of committees and general meetings.



5.3 **SECRETARY**, prepare and distribute the minutes of the Board Meetings, keep the archives of Oswego Homeschool Association, responsible for membership tracking and inquiry follow-up, prepare and update the membership directory and phone chain, and handle publicity and notices.

5.4 **TREASURER** shall: be responsible for preparing the budget for the organization, prepare financial reports for the meetings of the Board and the membership, send the membership dues to Loving Education at Home, Inc in a timely manner, follow-up on membership dues, keep track of budgets from activities area, reconcile accounts, and perform banking duties. The Treasurer will have one month-long break every year, as determined by the President. During this month, all treasurer duties will be taken over by another board member.

5.5 The Board shall have oversight over the following coordinator positions: Field trip coordinators, Instruction/co-op coordinator, fundraising coordinators, membership coordinators. Note that these positions are not a requirement, but optional roles.

5.6 All activities and functions shall be subject to review and approval by the Chapter Leader.

5.7 The OHA Board shall appoint a temporary chair for any meeting in the absence of the Chapter Leader.

5.8 Board members are expected to be present at board meetings in person or virtually (live), unless there has been special permission due to life circumstances. Board members must be present for 2/3rds of scheduled board meetings.

## Section 7: **Vacancy**

7.1 A vacancy in any Board position shall be created only in the event of death, resignation, or removal from office.

7.2 Any member of the Board who is unable to fulfill his/her duties or decides for personal reasons, may resign by submitting a written letter of resignation to the OHA Board.

7.3 In the case of a Board vacancy, the President will appoint a temporary replacement. The OHA Board will then seek nominations to fill the vacancy. This will be voted on at the next Board meeting.

## **Article VIII - Meetings**

### **Section 1: Board**

The OHA Board shall meet at least once per quarter.

### **Section 2: General Meetings**

General meetings will occur at least once per quarter. All OHA members are invited to attend.

### **Section 3: Special Meetings**

The OHA Board can call special meetings as needed.

## **Article IX - General**

Adoption of Policies and Procedures. The OHA Board, by resolution, shall adopt such rules, regulations, policies, and procedures as deem necessary and appropriate to the operation of the organization; provided, however that no rule, regulation, policy, or procedure may be adopted by the organization that is contrary to these By-laws and applicable law as may be amended from time to time.

## **Article X - Amendments**

### **Section 1: By-laws**

These by-laws shall be approved by a two-thirds vote of all OHA Board Members.

### **Section 2: Amendments**

Amendments may be proposed by any committee or by 25% of the general membership. The proposed amendments should be submitted in writing to the OHA Board at least two (2) weeks before any scheduled OHA board meeting.

### **Section 3: Amendment Ratification**

Amendments must be approved by two-thirds (2/3) vote of the board.

### **Section 4: The Statement of Belief and Vision Statement**

The Statement of Purpose and Vision Statement may not be amended, unless the state organization makes amendments.

## **Article XI Dissolution**

Upon the recommendation of the Board and a two-thirds (2/3) vote of the adult membership present at an Oswego Homeschool Association meeting or special meeting, this organization may be dissolved and its activities closed at the end of the fiscal year. After payment of bills, proper claims, and liabilities, the remaining assets shall be disposed of in cash or in kind by transfer to the New York State LEAH.

Adopted June 16, 2021  
Oswego Homeschool Association  
Oswego, NY