

The Roman Catholic Homeschool Association of Louisiana St. Tammany Parish, Louisiana Constitution

PREAMBLE

The Roman Catholic Homeschool Association of Louisiana, Inc. hereinafter referred to as RCHAL, a 501(c)(3) nonprofit organization of persons and families dedicated to observing and promoting the teachings of the Roman Catholic Church. In keeping with the pronouncements and teachings of the Roman Catholic Church in the Familiaris Consortio and with the rights and privileges constitutionally guaranteed to us as citizens of the United States of America, we advance and support home education as the basic design for education. As our principle, we accept the words of the Holy Father, Pope John Paul II, as follows:

“Hence, parents must be acknowledged as the first and foremost educators of their children. Their role as educators is so decisive that scarcely anything can compensate for their failure in it.”

“The right and duty of parents to give education is essential, since it is connected with the transmission of human life; it is original and primary with regards to the educational role of others, on account of the uniqueness of the relationship of parents and children; and it is irreplaceable and inalienable, and, therefore, incapable of being entirely delegated to others or usurped by others.”

FAMILIARIS CONSORTIO, POPE JOHN PAUL II, 1981

Therefore, in accord with this doctrine the members of The Roman Catholic Homeschool Association of Louisiana freely associate themselves for the benefit of their mutual support and service to meet the challenge of educating their young.

Article I NAME

The organization shall be known as The Roman Catholic Homeschool Association of Louisiana, Inc., hereafter referred to as RCHAL, a 501(c)(3) nonprofit organization as defined by the Internal Revenue Service.

Article II PURPOSE

RCHAL is organized exclusively for the purpose of providing service and support to Christian homeschool families within the State of Louisiana. Its purpose shall include, but shall not be limited to the following:

1. Aiding in the establishment and growth of Roman Catholic homeschool families throughout Louisiana, through prayer and fellowship in Jesus Christ.
2. Providing information on the legal and political climate of home education both nationally and locally.
3. Protecting and promoting the freedom of home education.
4. Reviewing and disseminating information regarding home educational material both as a resource provider and as an asset to home educators.
5. Planning educational opportunities designed to provide information and training that will help parents and others involved with or interested in home education.
6. Implementing programs or services deemed necessary by this association to further aid in the fulfillment of the guiding principle of RCHAL.

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Article III MEMBERSHIP

1. Membership is open to all families who are actively homeschooling, as well as those families or individuals who are interested in and support the concept of homeschooling in the Roman Catholic faith and fellowship in Jesus Christ.
2. It is expected that all members will support RCHAL with their annual dues (either family or individual) and work within the association to accomplish its purpose.
3. A valid RCHAL membership requires the member sign in agreement with the Constution, By-Laws and Code of Conduct.
4. A valid membership is required to participate in any RCHAL sponsored activity.
5. Members are expected to underwrite their share of the costs of the activities in which they participate.
6. Special provisions will be made for those who wish to be members, but are unable to pay the dues.
7. Members are solely responsible for the Education, Care and Conduct of their own children at each RCHAL function.
8. Each valid membership has one (1) vote as a family.
9. No person shall represent RCHAL in any capacity without prior approval by the Executive Committee.
10. Members (individual and family) may only vote in person. No proxy voting will be allowed.

Article IV ELECTIONS

1. The general membership shall elect annually prior to June 1st, six (6) officers who shall comprise the Executive Committee: President, Vice-President, Secretary, Treasurer, and two Ex-Officio Officers.
2. Each of these officers is considered to be a married couple in good standing with the Roman Catholic Church and must have been a RCHAL member for at least one year.
3. The officers shall take effect on June 1.
4. To be nominated for the office of PRESIDENT a member must have served at least one term on the Executive Committee prior to the nomination.
5. To be nominated for the office of VICE-PRESIDENT, SECRETARY or TREASURER a member is not required to have prior experience on the Executive Committee.
6. To be nominated for the office of EX-OFFICIO a member must have served on the RCHAL Executive Committee in the office of President for at least one term.
7. The officers may serve for a maximum of three consecutive terms of one year each in a particular office before either being elected to a different office or retiring from the Executive Committee.

Article V OFFICERS

1. The PRESIDENT shall preside at all regular meetings of RCHAL. The president, in conjunction with the Executive Committee, shall have the authority to prepare the agenda, appoint members to committees, conduct the normal operations of the association on a daily basis, and be an ex-officio member of all committees.
2. The VICE-PRESIDENT shall, in the absence of the President, perform all the duties of the President and perform all the duties assigned by the President.
3. The SECRETARY shall maintain a written record of all acts of RCHAL, conduct, receive and dispose of all correspondence as directed, preserve all reports and documents committed to his care, and notify members of the date, time and location of the meetings as directed by the President.
4. The TREASURER shall maintain financial books and accounts that accurately reflect the assets of RCHAL, maintain a checking account showing all deposits and disbursements, perform a monthly reconciliation of the RCHAL checking account and present a balance sheet of revenue and expenses at each Executive Committee meeting. He has a financial duty to adhere to IRS rules and regulations regarding non-profit 501(c)(3) organizations. All necessary IRS forms must be timely filed.

5. The EX-OFFICIO OFFICERS shall participate in the planning of the calendar of events and functions for the year. They will serve on the board specifically to aid in maintaining a consistency by sharing their experience and knowledge gained from serving on the board in prior years.
6. Each officer, as a husband and wife team, represents one-sixth of the vote of the Executive Committee.

Article VI MEETINGS

1. MEETINGS shall be called by the Executive Committee.
2. MEETINGS shall be held from time to time as directed in the by-laws. However, at least two general meetings (times unspecified) must be held annually.
3. NOTICE for a meeting shall contain the date, place, time and purpose of the meeting. It shall be sent in writing by mail or e-mail, at least three weeks prior to the date of the meeting.

Article VII QUORUM

The quorum for a membership meeting shall consist of the presence of twenty-five percent (25%) of the dues paying members who are eligible to vote (a family membership = 1 vote).

Article VIII VACANCY

If an OFFICER vacates his position by death, resignation or removal by the general membership, a special membership meeting will be called to elect an officer to complete the vacating OFFICER'S term.

Article IX REMOVAL FROM OFFICE

An OFFICER may be REMOVED from office by a special meeting called for the limited purpose of removing the officer. Notice requirements for the meeting are the same as in Article V. A majority of the voting members must attend the meeting and vote in favor of the removal of the officer.

Article X DUES

Dues for the year will be determined by the relationship of the total amount of the budget to the number of members. Dues are due on September 1st.

Article XI FISCAL YEAR AND MEMBERSHIP YEAR

The FISCAL YEAR and the MEMBERSHIP YEAR shall begin on September 1st, and, therefore, end on August 31st.

Article XII AMENDMENTS

This constitution may be amended by a majority vote of the members present during a properly noticed meeting, as written in Article VI, and requires that a quorum be present to vote.

Article XIII DISSOLUTION

Upon the majority vote of a properly noticed meeting, as written in Article VI, where a quorum is present, this association will be dissolved and its activities as an association ceased.

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By-Laws

Section 1 Meetings

1.1 All meetings shall begin with the Statement of Faith.

“We believe in God, the Father Almighty, Creator of Heaven and Earth, and in Jesus Christ, His only Son, Our Lord, Who was conceived by the Holy Spirit, born of the Virgin Mary, suffered under Pontius Pilate, was crucified, died and was buried. He descended into hell; on the third day He arose again. He ascended into Heaven and sits at the right hand of God, the Father Almighty. From there, He shall come to judge the living and the dead. We believe in the Holy Spirit, the Holy Catholic Church, the communion of Saints, the forgiveness of sins, the resurrection of the body and life everlasting. Amen.”

1.2 The Format for a meeting shall be:

- a. Call to order
- b. Recitation of the Statement of Faith
- c. Invocation
- d. Approval of previous meeting’s minutes
- e. Officers’ Reports
President – report on the general status of daily operations, problems and solutions.
Vice-President - report on his assigned duties and current membership status, contacts, and communications.
Secretary/Treasurer – relationship of budget to actual finances, communications and inquiries since the last meeting.
- f. Committees’ Reports
- g. Old Business
- h. New Business
- i. Adjournment
- j. Closing Prayer

1.3 Notice for meetings shall require that the time, place, and purpose of the meeting be sent in writing by mail or e-mail to each member family according to the RCHAL Constitution, Article VI.

1.4 A Quorum as set forth in the Constitution is necessary for a valid voting meeting to take place.

Section 2 Officers

2.1 Officers shall serve with no salary. They may be reimbursed for any expenses advanced by them on behalf of RCHAL.

2.2 The Duly elected Officers of RCHAL shall comprise the Executive Committee.

2.3 The business of RCHAL shall be managed by the Executive Committee of duly elected officers (natural persons) of RCHAL.

2.4 Checks. All Checks or demands for money and notes of RCHAL, shall be signed by two officers as deemed by the Executive Committee.

2.5 The Executive Committee may exercise all such powers of RCHAL and do all such lawful acts and things which are not by law or by the Constitution of this association or by these by-laws directed or required to be done by the members.

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Section 3 Meetings of the Executive Committee

- 3.1 The meetings of the Executive Committee may be held at such place and time as a majority of the Executive Committee may from time to time appoint, but no less than three times in a fiscal year.
- 3.2 The Executive Committee shall meet at least once within thirty (30) days of assuming office.
- 3.3 The meetings of the Executive Committee may be held without notice at such time and place determined by the Executive Committee.
- 3.4 The President or the Secretary may call special meetings of the Executive Committee on two days notice given to each member of the Executive Committee, either personally, by telephone, mail or e-mail.
- 3.5 If the President or Secretary refuses or is unable to call a special meeting when requested in accord with section 3.4 (above), then a majority of the Executive Committee members may call the meeting on like notice.
- 3.6 A majority of the Executive Committee shall be necessary to constitute a quorum for the transaction of business, and except as otherwise provided by law or the RCHAL constitution, the acts of the majority of the Executive Committee present at a meeting at which a quorum is present shall be the acts of the Executive Committee.
- 3.7 Any RCHAL member may submit, in writing, an agenda item for discussion or action to the Secretary. The Secretary will forward agenda items to the Executive Committee for review. The Committee will review and approve agenda items for resolution at the next Executive Committee meeting.

Section 4 Amendments

- 4.1 These by-laws may be amended or repealed by a majority vote of the members at any properly noticed general membership meeting, provided that the exact wording of the amendment or of the intent to repeal is provided to each of the members of RCHAL as written in Article VI of the RCHAL Constitution.