



H.I.S.

**Home Is School
Private Educators
Handbook**

H.I.S. Private Educators

Statement of Faith

1. We believe the Bible to be the inerrant and infallible Word of God, the supreme and final authority for all faith and life.
2. We believe that there is one God, eternally existent in three persons: Father, Son, and Holy Spirit
3. We believe in the deity of our Lord Jesus Christ, His virgin birth, His sinless life, His miracles, His vicarious and atoning death through His shed blood, His bodily resurrection, His ascension and His imminent bodily return in power and glory.
4. We believe that man was created in the image of God but fell into sin and is therefore lost, and only those who put their faith in Jesus Christ alone can be saved.
5. We believe that salvation is the gift of God brought to man by grace and received by personal faith in the Lord Jesus Christ, whose substitutionary death on the cross paid the penalty for man's sin.
6. We believe that the ministry of the Holy Spirit is to convict men, indwell, guide, instruct, and empower believers for godly living and service.
7. We believe the spiritual unity of believers through our common faith in Jesus Christ and that individual doctrinal differences, which may exist, should not hinder the unity of Christians who educate their children at home.
8. We believe that the family is the basic governing, social, and spiritual unit created by God whereby the child learns self-government, social relationships, and develops a relationship to the Creator and Savior, made up of a male and female parent scripturally married, denying transitory cohabitation and homosexual relationships as being valid in the eyes of God for the purpose of defining a family.

H.I.S. Private Educators

Constitution

Article 1 – Name

The name of the organization shall be H.I.S. (Home Is School) Private Educators, a not for profit organization.

Article 2 – Membership

H.I.S. Private Educators shall be comprised of families who are or will be homeschooling and desire to affiliate.

Full membership (i.e. – voting members) shall be restricted to those individuals who concur with H.I.S.'s Statement of Faith and who agree to abide by the Constitution of the organization.

As attested by the Statement of Faith, H.I.S. Private Educators is a Christian based organization. However it is not desired to exclude wholesale those who do not agree to the Statement of Faith but would otherwise agree with H.I.S. principles. Associate membership (i.e. non-voting, ineligible for office) may be extended to such persons provided:

1. The individual is recommended by a voting member
2. The individual is endorsed by the Executive Board
3. That associate members will not exceed 20% of the total H.I.S. Private Educators membership

Membership dues (voting members and associate members) will be exacted per family and will be determined each year by the officers with the approval of the membership in regular business meeting. Special provision may be made for those desiring membership but are unable to pay.

Those who cease to agree with the Statement of Faith (except as stated above regarding associate membership) to abide by the Constitution, or in some way, bring disrepute on the organization shall be Biblically confronted by at least three board members for restoration; but if unsuccessfully restored, they will be excluded from membership. (Mt. 18:15-20; 1Cor. 5:1-5; 2Jn. 9-11)

Article 3 – Purpose

The purpose of H.I.S. Private Educators is to provide support to parents who are or will educate their children at home. Support will include services such as field trips, meetings for closer fellowship and mutual education, for information on curriculum, for special speakers, workshops, a newsletter, establishing a network for communication, and coordinated efforts of political and legal concern.

Article 4 – Officers

The officers of H.I.S. Private Educators shall consist of President, Vice-President, Secretary, and Treasurer elected by a majority of the membership and to serve for a period of one year with the dates set by the current board.

Qualification

1. Officers shall be married couples. The couple is the integral unit established by God as the family in which men are to provide the leadership according to the Scriptures. H.I.S. Private Educators is an extension of the home and should mirror the home.
2. Officers shall have home educated or have been committed (based on Biblical command) to homeschooling for at least one year. This allows the inclusion of those who are not formally or structurally educating their children in the cognitive skills, but are committed to homeschooling. The organization recognizes homeschooling of children to include pre-birth to the time the children leave the control of the parents or are sent to another form of schooling, whichever comes first.
3. The above qualifications requirement is not meant to exclude those who believe it best to place older children into another form of schooling.
4. Officers must be members of H.I.S. Private Educators and sign the Statement of Faith.

The President shall provide organizational oversight for H.I.S. Private Educators through the other officers and persons appointed by them. The married couple shall constitute one office and will serve in that office. They shall preside over all meetings of the organization, work with the Treasurer in the disbursement of funds, and speak for the organization.

The Vice-President, as a couple, shall assist the president in the performance of his duties and chair special committees set up by the president.

The Treasurer, as a couple, will be responsible for collecting, recording, and depositing membership funds. Further they are responsible for disbursing funds for expenses incurred for the H.I.S. sponsored activities. A current financial report shall be posted in the monthly newsletter, the H.I.S. Sentinel. Records shall be reviewed or audited at the discretion of the Executive Board.

The offices of President, Vice-President, Secretary, and Treasurer shall compose the Executive Board. The Board is responsible for conducting the business of the organization. A Nominating Committee, comprised of three couples, will be appointed by the Executive Board prior to the annual elections meeting for the purpose of nominating candidates for officers. Additionally, the Executive Board will be responsible for all other positions necessary for conducting the business of the organization.

Officers shall be subject to censorship or dismissal from office by a 2/3 vote by the membership in a regularly called business meeting providing a ten-day written notice of such a meeting has been given to all members.

Article 5 – Meetings

The time, date place, and frequency of general meetings shall be decided by a majority vote of H.I.S. Private Educators voting members at regularly conducted business meetings if there is a need for a change. One general meeting will be designated annually for the election of officers.

Article 6 – Execution and Amendment

This constitution shall become effective upon approval by 2/3 vote of the voting members present at a general meeting called for the purpose. This Constitution may be amended by 3/4 vote of the voting members present and voting at a general meeting for the organization provided written notice of the proposed amendment is mailed to all voting members at least one week in advance of the meeting.

H.I.S. Code of Conduct and Dress Code

Purpose of these codes:

To provide students with a safe environment in which to learn

To train students to walk blameless in the sight of the Lord and not cause a brother to stumble
(*Ps. 119:80*)

To learn to be a delight unto the Lord (*Prov. 11:20*)

Conduct Codes:

1. All things are to be done to honor and glory our Lord and Savior Jesus Christ. All parental and student behavior and activity shall comply with this policy.
2. Foul Language shall not be tolerated. Insulting others, gossip, and distracting whispering will not be allowed.
3. Dating during H.I.S. youth sponsored activities is prohibited. Hand holding, affectionate hugs, and withdrawal from the group as a couple will not be allowed.

Dress Codes:

- Hair must be clean.
- No body piercing other than earrings.
- No undergarments may be visible. Jeans must be worn at the waistline.
- T-Shirts must be in good taste with no alcohol or tobacco advertisements, pictures or logos of rock groups, or symbols or comments of a derogatory nature.
- T-Shirts will be worn over swimsuits for swimming activities.
- Girls may not wear spaghetti straps, dresses with low necklines, or shorts shorter than fingertips when hands are outstretched at sides. Dresses should be no shorter than 5 inches from the floor when kneeling. In sports activities, bicycle shorts may be worn layered with another pair of shorts or covered with a long shirt. Bras are mandatory for girls in Jr. High and above.

Event or activities leaders reserve the right to enforce and make appropriate decisions regarding conduct and dress codes and may restrict involvement of anyone violating them.

These codes are not designed to take over the responsibility of the parent as designated by God (*Eph. 6:4*), but to give general guidelines to prevent any offense among the group.

We ask you, the parents, to please help us maintain an atmosphere of excellence among our homeschoolers.

H.I.S. Thursday School Guidelines

Mission and Purpose:

The purpose of the HIS Thursday School is to provide a learning environment with fellow homeschoolers in order to enhance (not to take the place of) the regular daily education of our children in the home environment.

Thursday School Committee:

This committee will consist of H.I.S. members as appointed by the Board.

Roles, Responsibilities and Guidelines

HIS Executive Board:

- To provide the oversight and final authority for the Thursday School Committee.
- To direct the Thursday School Committee and assist in decision-making.

Thursday School Committee Chair:

- Liaison between the Executive Board and the Thursday School Committee.
- Coordinate and schedule all committee meetings.
- Chair all the meetings.
- Ensure that communication is distributed to parties that need to know.

Thursday School Committee:

- Responsible for the weekly activities of the Thursday School.
- Be the liaison between the teacher and the parent when circumstances require such.
- Approve the classes to be given and the teachers that teach them.
- Submit to the H.I.S. Executive Board.

Teachers:

- Responsible to prepare the classroom, both before and after class.
- Start classes on time.
- Be prepared to teach the lesson for the day.
- Has complete authority and control of the behavior in the classroom.
- Responsible for copies and materials needed for the classes.
- Responsible to arrange for a substitute teacher when needed.
- Communicate progress of students to the parents, where applicable.
- Must inform the Thursday School Committee if you are going to be absent.

Parents:

- Ultimately responsible for the behavior of their own children. Take any necessary disciplinary action that may be required. Parent to sit in classroom if a student's behavior continues to be disruptive.
- Assist in classroom activities where appropriate.

- Provide help in the classes as scheduled through the help coordinator.
- Need to stay on campus with their children except in an emergency.

Students:

- Responsible to maintain appropriate behavior for the duration of the class time.
- Responsible to conform to the rules of Retta Baptist Church.
- Respond to any parent or authority figure in a respectful manner.
- Dress according to the dress code.

Thursday School Rules:

- Children will be supervised at all times while on Retta Baptist Church property.
- Classes will start on time and end on time.
- Students that are not in class are to bring a quiet activity, such as homework, a book, or games and work in study hall or Mom's room.
- No outside play (due to day care and safety).
- If you, the parent, must leave while your children are in class, you must sign out in Mom's room and leave a phone number where you may be reached. (This should not be a weekly occurrence.)
- If it becomes necessary that your child needs behavior discipline during a class, we will come and get you and let you handle the situation.
- There will be no eating or drinking in the classroom (unless a class activity).
Eating and drinking to be done in front hallway only. No food allowed on carpeted areas.
- You are responsible to clean up what you have helped mess up. (Trash, etc.)
- You must pick up your child immediately when they are finished with classes. There will be no supervision as soon as they leave the classroom.
- Remind your child that bathroom breaks are during 5-min. between classes.
- Help take down tables and chairs after all the classes are over. It won't take long if more than one does it.
- No running in the Church building.

Classroom Rules:

- Love the Lord thy God with all of thy heart, with all of thy soul, with all of thy mind, and with all of thy strength.
- Honor your parents and your teachers, and humbly submit to their authority.
- Do unto others as you would have them do unto you. (The Golden Rule)
- Progressive discipline will be used for disruptive behavior. One warning will be given. After that, the parent will be called to intervene.
- Thursday School is for H.I.S. members only.
- Matthew 18 Principle – go to the one whom has offended you. This includes:
 - Teacher to student
 - Teacher to parent
 - Teacher/Parent to School Committee
 - Parent to HIS Executive Board
 - Retta Baptist Church to anyone in Thursday School
- Anything that goes on at Thursday School is an extension of HIS. We shall conduct ourselves properly. In whatsoever you do, do it in the name of the Lord.

H.I.S. Youth Group Guidelines

The purpose of the H.I.S. Youth Group is to provide for social and spiritual activities with members in this group in order to strengthen both the character and social skills of our youth. This is not a church related youth group, nor is it considered an evangelistic outreach type of youth group, but a group of young people who desire to have Christian fellowship among their peers within the H.I.S. support group.

Rules of Membership

- Only home schooled youth who are members of the H.I.S. organization and who between the ages of 12 and 18 are eligible for membership. A youth becomes eligible on his/her 12th birthday.
- All things are to be done to honor and glorify our Lord and Savior Jesus Christ. Youth behavior and activities shall comply with this policy.
- There shall be adult chaperones present at all H.I.S. Youth sponsored activities.
- Each member is allowed to bring one guest to an activity per school semester of appropriate age and of reputable character.
- When a monthly fellowship or field trip requires an RSVP the youth member must notify the appropriate person. (Host or Youth Leader) Failure to comply will forfeit your opportunity to participate in the given activity. If a member fails to RSVP, he or she may choose to pay a \$5.00 fine in addition to the funds originally required for attending the activity.
- The youth leaders shall be recognized as the final authority regarding any youth sanctioned activity and any disciplinary measures that must be taken. If for any reason the youth leaders and parents cannot resolve a problem, the H.I.S. Executive Board will be consulted for a final ruling.
- Youth must follow H.I.S. conduct and dress codes.
- Each youth and parent must agree to the above rules and sign the attached agreement form before group membership will be approved.

And these words, which I am commanding you today, shall be on your heart; and you shall teach them diligently to your sons and shall talk of them when you sit in your house and when you walk by the way and when you lie down and when you rise up.

Deuteronomy 6:6-7 [NASS]

Assisting you in obedience to God's Word ...

H.I.S. Executive Board, 2007 – 2008

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