



Families Instructing Students at Home
11705 Boyette Road, Suite 254
Riverview, FL 33569

27 September 2024

Subject: FISH By-Laws Addendum

The following Addendum to the FISH By-Laws was proposed on 19 August 2024 and approved and put into effect by the FISH Board of Directors on 15 September 2024. The language in this Addendum replaces Articles 5 and 6 of the June 2022 FISH By-Laws. Changes have been made to the organizational structure of the FISH Board and to the process governing the selection and maintenance of leaders within FISH. The remainder of the By-Laws are unchanged.

Jeremy Parker
Chairman, FISH Board of Directors

5. FISH Board of Directors

5.1. The FISH Board of Directors will be comprised of Officers and Directors. Both Officers and Directors are full members of the Board with equal voting powers and the latitude to assist other Board members as needed. Directors and Officers may work as leaders and volunteers within any FISH activity; however, when serving in those roles they are subject to the authority of the overseeing Director. In addition to Officers and Directors, Board members may also be “at-large”; that is, without an assigned role. Finally, at times it may be prudent to have multiple selectees for the same position serving concurrently for the purpose of training.

5.1.1. Officers fulfill required roles that ensure proper functioning of the Board with responsibility that spans various FISH activities. Although Officers typically do not have staff, volunteers, or other leaders working under them they may if deemed appropriate by the FISH Board.

5.1.2. Directors are responsible for the overall success of their areas of responsibility. Basic common functions performed by Directors include:

5.1.2.1. Building annual plans and presenting these for approval to the FISH Board at the beginning of each school year. These plans include specific activities planned within their scope and organizational structure. Any significant deviations from those plans require approval by the FISH Board.

5.1.2.2. Selecting leaders and volunteers to run the activities within their scope. Although Directors may lead specific activities (e.g. the Athletic Director may also serve as a coach) it is generally expected that they will have a number of leaders working under them, managing each role. Directors do not need to submit each leader for Board approval; however, they must ensure that FISH standards for leader selection and behavior are enforced, and any leaders about whom they have questions should be discussed with the Board.

5.1.2.3. Enforcing FISH standards (e.g. the Code of Conduct) within their areas of responsibility. This applies to students, parents, leaders, and volunteers.

5.1.2.4. Ensuring their activities remain fiscally healthy. Directors determine budgetary needs (affirmed by the Board at the time of approval of the annual plan) and obtain approval from the Board for any significant deviations from their defined budget. Directors are entrusted with making purchases using FISH funds. Directors may engage in fund-raising if additional funding is needed. They also set the pricing for involvement in their activities.

5.1.2.5. Representing the interests of their activities to the FISH board, requesting assistance and/or advice as needed. They update the Board on their success and challenges. They also represent the FISH Board to their students, parents, leaders, and volunteers acting as a key communication conduit.

5.1.2.6. Building and publishing (as necessary) their own policies and procedures without Board input. These policies must be in line with those of FISH. Directors may ask for assistance in developing policies from the Board on an as-needed basis.

5.1.3. FISH Board Officer and Director positions are as follows:

5.1.3.1. Officers:

5.1.3.1.1. Chair (Chairman, Chairperson): The FISH Chair has responsibility for the overall success and direction of FISH. The Chair directs the Board, ensuring that positions are delegated and filled with required functions completed so that FISH meets its stated purpose. The Chair presides at Board meetings and is responsible for developing the policies and by-laws of FISH. In addition, the Chair leads interaction with outside agencies including the securing of venues for FISH activities. It is advisable to identify another Board member as the Vice-Chair (as an additional duty, rather than a separate position) to assist and serve in the Chair's stead in the event of absence.

5.1.3.1.2. Treasurer: The FISH Treasurer shall monitor all monetary transactions and prepare all financial reports for FISH. The Treasurer ensures that FISH's finances meet Internal Revenue Service requirements for a 501c(3) nonprofit organization. The Treasurer coordinates with Directors to determine budgets and ensure financial solvency.

5.1.3.1.3. Secretary: The Secretary is responsible for the completion and publishing of board meeting minutes. In addition, the Secretary is responsible for assisting the Treasurer with any activities that require second person verification.

5.1.3.1.4. Membership Coordinator: The Membership Coordinator keeps membership forms up to date, ensures members are in good standing, ensures background check completion, and approves access to the website for approved members.

5.1.3.1.5. Information Technology (IT) Coordinator: The IT Coordinator is the subject matter expert for the use of technology within FISH. The IT Coordinator maintains the website, coordinates the calendar, and maintains the social media presence online. Additionally, the IT Coordinator advises on any issues affecting FISH that involve the use of information technology.

5.1.3.1.6. Spiritual Life Coordinator: The Spiritual Life Coordinator works with the other Board Officers and Directors to ensure FISH functions are in line with the FISH purpose and Statement of Faith. The Spiritual Life Coordinator is a consultant for all FISH activities and may also lead independent spiritual growth activities for the Board and for FISH membership.

5.1.3.2. Directors: The general duties for Directors are outlined in section 5.1.2. above with specifics below.

5.1.3.2.1. Athletic Director (AD): The AD has overall responsibility for the athletic program for FISH. This includes determination of numbers and types of sports and teams as well as league and tournament involvement. The AD will generally appoint coordinators to manage individual sports or age groups, as needed.

5.1.3.2.2. Creative Arts Director (CAD): The CAD has overall responsibility for all Creative Arts programs in FISH. This includes drama, music, and other arts.

5.1.3.2.3. Education Director (ED): The ED has overall responsibility for the educational programs of FISH. This includes educational co-operatives, field trip coordination, and academic clubs.

5.1.3.2.4. Community Life Director (CLD): The CLD has responsibility for building the community life of FISH membership. This includes activities considered social in nature and includes management of graduation, class parents, school-aged fellowships, and FISH-wide events such as formals, the Back to School Bash, etc.

5.2. Requirements and procedures for Board membership are as follows:

5.2.1. Any member of FISH can nominate someone to join the Board of Directors. The Board will review all nominated members and decide (by a majority vote) who to invite for consideration.

5.2.2. Each candidate member of the Board will complete the Leadership Agreement. In addition they must submit a letter of reference from a pastor or other local church leader. The Board is responsible for reviewing these forms and letters and contacting references. The Board will vote (via a majority vote) who to invite for an interview.

5.2.3. Each member selected by the Board for interview will have that interview conducted in person by a quorum of Board members. The content of that interview is at the discretion of the Board.

5.2.4. Criteria for Board composition include the following:

5.2.4.1. As far as is practical, both the husband and wife will serve together on the Board, and both Officer and Director positions will be filled by both the husband and wife. However, a single person (either unmarried or with the spouse uninvolved) may also fill a Board position but this to be by exception only and never comprising more than one third of Board positions.

5.2.4.2. A couple or individual may hold more than one position (either Officer or Director) if needed, but this is not considered to be optimal and generally no more than two should be held at a time.

5.4.2.3. The number of members of the Board is variable but should be at least seven members (either couples or individuals).

5.4.2.4. FISH Board members are expected to be examples of Christian leadership and character to all of FISH, always embodying the values of FISH in their behavior and interactions. They must be active members of local churches in the Tampa Bay area and will complete all requirements of FISH Leaders, including active FISH membership. Board members should generally have homeschooled for at least two years before joining the Board and should have been members of FISH for at least a year.

5.2.5. New Board members shall be selected by the existing Board members and shall serve until the Board selects new members to succeed them. Votes for new Board members must be unanimous. Board members shall have their Board positions determined before they join, although Board positions may be adjusted or changed after they join the Board.

5.2.6. All Board members are expected to serve for at least one year. Departing Board members should give at least three months notice before leaving the Board. As much as is practical the Board will endeavor to have new Board members' terms start and the annual meeting, but this may be flexible to meet the staffing needs of the Board. The Chair position must be filled by someone who has previously been on the FISH Board. Board members must be reaffirmed in their positions by unanimous Board vote every three years.

5.2.7. If a Board member (or couple) is ineffective in their position or is thought guilty of misconduct the other Board members are responsible to address this in accordance with the Matthew 18 guidelines for correcting a Christian brother or sister.

5.2.7.1. Step 1 is a one-on-one conversation; if this leads to resolution then no further action may be needed.

5.2.7.2. Step 2 is a small group discussion with two to three Board members or couples. Conversations in this stage must be documented in Board minutes; if there is resolution of the issue at hand then nothing further is needed.

5.2.7.3. Step 3 is a conversation amongst the entire board with the Board member or couple in question and must also be documented in the minutes. The Board member or couple in question must be present for this conversation initially but then must leave to allow continued discussion and vote. The Board must vote on a plan for resolution for any step 3 intervention. If there is need to remove the Board member or couple from the Board then this may pass only with the affirmation at least two thirds of Board membership (voting individually).

5.2.7.4. For any egregious violations of the FISH Code of Conduct it may be necessary to proceed directly to a step 2 or 3 intervention. The decision to do so is at the discretion of Board membership but should be reserved for issues involving safety, obvious moral lapses, or issues that markedly and clearly affect the integrity and Christian witness of FISH.

5.3. FISH Board procedures:

5.3.1. The FISH Board will generally meet monthly or bimonthly with frequency to be determined by the Chair so that the requirements of FISH can be successfully met. A quorum of members (defined as a majority) must be present in order to conduct a Board meeting. Meetings should generally be face to face but may, on occasion, occur remotely (e.g. via Zoom or Teams).

5.3.2. All Board members will vote as individuals. A motion may pass if a majority of votes are in favor (except when voting for new Board members in which case a unanimous vote is required). In the event of a tie a motion does not pass; therefore, discussion will continue until resolved. All Board members present at meetings must cast a vote (no abstaining). The Board may also conduct votes electronically (e.g. via email or a similar means) between meetings. In these instances the results of the vote must be recorded in the minutes of the subsequent Board meeting.

5.3.3. Board meetings are generally closed to non-Board members in order to allow for good order and the discussion of sensitive topics. However, any FISH member with business to present to the Board may do so with prior approval from the Chair. In these cases they will be present for a limited portion of the meeting only as determined by the Chair.

5.3.4. All Board members will perform the duties in these By-Laws as well as other duties as needed. They are responsible for training their successors and delivering to them all official materials no later than 10 days after their term has ended.

5.3.5. All Board minutes are sensitive and to be shared only with Board members. Similarly, Board members will not share the particulars of Board discussions and votes with non-Board members.

5.3.6. The Board is responsible for ensuring that, as much as practical and applicable, the decisions of the Board are publicized to FISH. So although FISH members are not allowed unfettered access to Board meetings, minutes, and discussions the Board must strive to share as much information with FISH as possible.

5.3.7. The Board will review, edit as needed, and approve the By-Laws annually. The Board may not operate in contradiction to the By-Laws, but they may make decisions about policy that augment and expound upon what is in the By-Laws. Any decision affecting policy which is enduring should be worked into the By-Laws at the time of the annual review.

6. FISH Leaders

6.1. The FISH Board of Directors holds responsibility for the selection of all FISH leaders. This includes coaches, teachers, volunteers, and anyone in a leadership role in FISH. The following language outlines the general guidelines for Board selection of leaders; however, the Board retains latitude to select leaders as it sees fit. Generally this will be accomplished by Directors, although on occasion Officers may appoint Leaders as well. For the remainder of this section both will be included in the phrase, “sponsoring Board member.”

6.2. It is expected that most FISH leaders will be chosen directly by FISH sponsoring Board members (see section 5 above). These Board members are responsible for their selection and may appoint levels of organization within their areas of responsibility (e.g. the Athletic Director may appoint a sport coordinator who chooses coaches, etc.). However, ultimate responsibility for the selection, success, and behavior of those leaders rests with the sponsoring Board member. The process for nomination, vetting, and selection of Leaders is the purview of each sponsoring Board member.

6.2.1. Board members may decide who to consider a “leader” with their areas of responsibility. In general, leaders are considered to be those with enduring responsibility in a role or managing or overseeing any event or activity with significant impact on and interaction with FISH students. For example, for the purposes of this document a parent who helps set up chairs before an event may not be considered a “leader” but the adult managing that event would be.

6.2.2. All FISH leaders shall complete Leadership Agreements, Child Safety Training, and background checks. The first requirement is once; the latter two are required every two years. It is the responsibility of the sponsoring FISH Board member to ensure completion, vet answers, contact references as needed, and store Agreements in the Board shared drive for common access. All requirements shall be completed before those Leaders may start to serve in their leadership capacities. Board members are expected to know their Leaders and be able to vouch for their character and suitability to their position.

6.2.3. All FISH leaders shall be held to the FISH Code of Conduct and will be expected to uphold and enforce this with the families in their activities. Although the Code of Conduct is the same for Leaders as for FISH members, Leaders will be held to a higher level of

compliance. Sponsoring Board members are responsible to ensure this occurs and will be the first line of supervision for any required disciplinary action.

6.2.4. Any FISH leader not meeting the requirements of their position (either in terms of competence or character) may be terminated from that position by the sponsoring Board member without the approval of the Board. However, they must consult with the Board on all such actions and these must be documented in Board minutes. As much as is possible the sponsoring Board member should try and adhere to Matthew 18 principles before resorting to removal.

6.2.5. FISH Leaders may receive disciplinary action within their role as FISH leader or more broadly as a FISH member, as applicable. In some cases a Leader may be removed from their role without any impact on their FISH membership. However, if the issue at hand requires violates the Code of Conduct this may be done concurrently, up to and including expulsion from FISH.

6.3. Although the Board has delegated authority for supervision of Leaders to supervising Board members, any Board member may reach out to the larger Board as a whole as needed for advice and assistance. In particular, the Spiritual Life Coordinator may assist with calling references as needed and providing guidance on selection of Leaders. However, final decision rests with that sponsoring Board member unless a full Board vote has been requested.



**FAMILIES INSTRUCTING STUDENTS at HOME
F.I.S.H.**

BY-LAWS

Effective September 2024

**NOTE: THESE BY-LAWS SUPERSEDE ALL PREVIOUSLY APPROVED BY-LAWS AND
AMENDMENTS**

ARTICLE I: NAME

The name of the group will be Families Instructing Students at Home abbreviated as F.I.S.H.

ARTICLE II: STATEMENT OF PURPOSE

The purpose of F.I.S.H. is to provide support, encouragement, resources, and information to homeschool families. We are Christian families educating our children in our homes. We place strong emphasis on spiritual maturity and development of Christian character. We purpose that all of our activities and approved materials will be consistent with the Holy Bible in order to honor and glorify the LORD Jesus Christ.

ARTICLE III: STATEMENT OF FAITH

The Families Instructing Students at Home (F.I.S.H.) Statement of Faith is a broad declaration that we consider vital for the furthering of this ministry. It is required that all persons seeking membership be able to agree with this statement. This is not an attempt to overrule denominational distinctions. Rather, it is a means for those of varying denominational persuasions to unite in the simple truths and precepts of God's Holy Word. All membership approval is at the discretion of the Board of F.I.S.H. (known subsequently in this document as "The Board").

1. The Holy Scriptures are the inerrant, infallible, and totally trustworthy Word of God and our supreme authority on all matters of truth. We affirm that the Gospel of Jesus Christ is the great theme of all Scripture and that the Bible is sufficient to reveal all we need to know concerning God's purpose to save sinners.
2. There is only one God, eternally existent in three Persons: Father, Son, and Holy Spirit.
3. Our Lord Jesus Christ is God and Man in one Person. He was born of a virgin, lived a sinless life, performed miracles, and vicariously atoned for sin through His shed blood and death. He was bodily resurrected from the dead. He ascended to the right hand of God the Father, and He will personally return in power and glory.
4. Regeneration by the Holy Spirit is absolutely essential for the salvation of the lost and sinful man.
5. Eternal life is received by faith, that is, trusting in Jesus Christ alone for salvation.
6. The Holy Spirit indwells all true believers and enables them to live a godly life.
7. Both the saved and the lost will be resurrected from the dead, they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation.
8. There is spiritual unity of all true believers in our Lord Jesus Christ.
9. The local church is the primary God-established institution for furthering His work including, among other things, worship, edification, and evangelism.
10. Marriage is the uniting of one man and one woman in covenant commitment. The family is the primary God-established institution for training children in righteousness and in preparation for their life purpose.
11. The gift of gender is part of the goodness of God's creation; gender identity is determined by biological sex and not by one's self-perception—a perception which is often influenced by fallen human nature in ways contrary to God's good design.
12. Christians should oppose racism, every form of greed, selfishness, and vice, and all forms of sexual immorality, including adultery, homosexuality, and pornography.

ARTICLE IV: MEMBERSHIP AND DUES

Section 1: The membership year runs from annual membership meeting to annual membership meeting. Membership may be enjoyed by any family who subscribes to the purposes and policies of F.I.S.H. and subject only to compliance with the provisions of the By-Laws.

Section 2: Membership in F.I.S.H. shall be available without regard to race, color, or national origin.

Section 3: Anyone wanting to join or renew a membership to F.I.S.H. is encouraged to register at the annual meeting. Anyone wanting to join must follow the proper registration process and payment as defined in our membership procedures.

Section 4: Membership dues shall be established by The Board, who has the option to set additional enrollment periods.

Section 5: Only members in good standing of F.I.S.H. shall be eligible to participate/serve in any of its leadership positions, meetings, activities, classes, or events.

Section 6: For any group-sponsored activity where fees are due, these fees must be paid in advance. If fees are not paid in full, as required, then any portion of the amount paid will be forfeited and your place in the activity forfeited.

Section 7: Failure to adhere to any provision of the Statement of Faith, Code of Conduct, Policies and Procedures, and Child Training Covenant (see addendum) may be grounds for termination of membership in F.I.S.H.

Section 8: All F.I.S.H. teachers, coaches, helpers, and assistants must be F.I.S.H. members, having agreed to our Statement of Faith, and current on waivers and background checks. The Board will establish a “volunteer only” membership option at no cost for those who serve, but do not have homeschooled children.

ARTICLE V: BOARD OF F.I.S.H.

~~Section 1: The Board will be comprised of the following Officer Positions: Chairman, Vice-Chairman, Secretary, Treasurer, and will also include the Athletic Director, Membership Director, and others as determined by the current Board. As far as is practical, both the husband and wife will serve together on the Board, and officer positions will be held jointly with husband and wife. There will be a maximum of ten (10) couples and a minimum of seven (7) couples on the Board. If the Board falls below the minimum required, as long as Officers are in position, the Board can continue to function while striving to replace vacant positions.~~

~~Section 2: All Board members must be members of F.I.S.H. in good standing. All Board members must be members in good standing of a local Christian church in the Tampa Bay area. Church membership and standing may be verified by a letter from the officer's Pastor. The Board members must sign, with a clear conscience, and without edit, the Statement of Faith.~~

~~Section 3: It is recommended that any member will have homeschooled school age children for at least two years before serving on the board.~~

~~Section 4: All Board members shall be selected by the existing members of the board and shall serve until the Board selects new members to succeed them.~~

~~Section 5: All Board members are expected to serve a one-year minimum term, with terms expiring at the end of annual meeting. New Board member's term begins at the annual meeting.~~

~~Section 6: The Chairman position must be currently serving on the FISH Board, and can only serve a maximum of three consecutive years.~~

ARTICLE VI: DUTIES OF BOARD OFFICERS AND DIRECTORS

~~Section 1: The Chairman (Chair couple) shall preside at F.I.S.H. Board meetings and F.I.S.H. membership meetings and will delegate jobs and form committees as needed.~~

~~Section 2: The Vice Chair shall assist the Chairman as needed, including presiding over board meetings in the absence of the Chairman. If the position of Chairman becomes vacant, the Vice Chair will serve as Chairman until the Board elects a new Chairman. The Vice Chair will serve as the Web Administrator.~~

~~Section 3: The Secretary shall keep minutes at all Board and membership meetings and distribute to the Board.~~

~~Section 4: The Treasurer shall coordinate all monetary transactions and prepare all financial reports.~~

~~Section 5: The Membership Director will keep membership forms up to date, ensure members are in good standing with paperwork/process, request background checks and ensure they are completed, and approve access to the website for members in good standing.~~

~~Section 6: The Athletic Director shall represent the equities of the athletic program to the Leadership Board~~

~~Section 7: Other Board members shall: attend board meetings, provide assistance in organizing and facilitating activities necessary for the smooth and orderly functioning of F.I.S.H.~~

~~Section 8: Other Board positions may include: Events Director, Social Director, and Education Director, but can go unfilled if Chair delegates those responsibilities amongst other board members.~~

~~Section 9: Voting. All Board members will vote as individuals. In the event of a tie, discussions will continue until resolved. All Board members present at meetings must cast a vote.~~

~~Section 10: All Board members shall perform the duties outlined in these By-Laws and those assigned from time to time. They will deliver to their successor all official material no later than 10 days following the appointment of their successors.~~

~~Section 11: The Board shall meet at least bi-monthly or by times to be fixed by the Leadership Board. A quorum must be present in order to conduct a Board meeting. The majority of the Board shall constitute a quorum. Board meetings may be open to all members of F.I.S.H., however the Board reserves the right to close meetings to discuss matters of a sensitive nature. During all Board meetings, the floor shall not be open for any discussion by non-Board members unless specifically requested by a Board member.~~

~~Section 12: Regularly scheduled Board meetings will be announced to the group. Anyone with business to present to the Board must contact the Chairperson to request a specific time to appear before the Board.~~

~~Section 13: F.I.S.H. was founded on Christian principles and all activities are expected to be consistent with and not contradict Scripture. The Board, which is the governing body of F.I.S.H., reserves the right to approve or disapprove any activities that may be in question.~~

~~Section 14: Board Position descriptions are found in the addendum and may be altered by current Board via vote, as job needs are fluid.~~

ARTICLE VII: POLICIES

Section 1: F.I.S.H. shall be noncommercial, nonsectarian, and nonpartisan though founded in Biblical principles and will be governed by such principles.

Section 2: The name of F.I.S.H. or the names of any members in their official capacities shall not be used in any connection with a commercial concern or with any partisan interest or for any purpose not appropriately related to promotion of the objectives of F.I.S.H.

Section 3: F.I.S.H. may cooperate with other organizations and agencies, but persons representing F.I.S.H. in such matters shall make no commitments that bind F.I.S.H.

Section 4: Facility Usage - Any member deciding to schedule an event for F.I.S.H. must submit a request to the Vice-Chair of the Board with specific information. Vice-Chair will notify board members of requests outside of previously discussed, calendared and recurring events. The Board reserves the right to deny any request.

Section 5: Any F.I.S.H. group-sponsored activity where fees are collected or expensed will require a budget to be submitted and preapproved by the Board. If monies are collected, they must be accounted for with receipts, and any overage reported and submitted to the treasurer. Any other financial agreements for F.I.S.H. events must be cleared with the Treasurer.

Section 6: Any member of F.I.S.H. may have their membership revoked for cause as determined by a two-thirds majority vote of the Board. A member of the Board can also be removed from Board for cause as determined by a two-thirds majority vote by the other Board members.

ARTICLE VIII: CONFLICT RESOLUTION

Section 1: In the event that a conflict arises between two (2) or more F.I.S.H. members, or between a member or members with a F.I.S.H. sponsored group, activity and/or event, concerning any matter that pertains to a F.I.S.H. member, sponsored group, activity and/or event, the parties involved in the conflict shall, if they are unable to resolve the conflict amongst themselves, first bring the matter to the attention of the Board for resolution. A matter may be brought to the attention of the Board by notifying any Board member in writing.

All conflicts so brought to the F.I.S.H. Board for resolution shall be addressed as follows:

Updated 09/2024

1. Unless earlier action is warranted, the conflict shall be placed on the agenda for the next regularly scheduled Board meeting.
2. At the meeting, each party shall be given an opportunity to be heard, after which the Board shall meet privately to discuss an appropriate resolution.
3. Upon reaching a conclusion, the Board will notify the parties of its suggested resolution in writing, which the parties may either accept or reject in writing to the Board. Should the parties choose to accept the Board's suggested resolution, the matter shall be so resolved. If they choose to reject the suggested resolution, membership may be terminated at the board's discretion.
4. Any F.I.S.H. member who agrees to accept a resolution suggested by the Board, but then continues to pursue a different resolution, or otherwise perpetuates the conflict, may have their F.I.S.H. membership terminated by the Board.
5. No F.I.S.H. member shall discuss any pending or resolved conflict with other F.I.S.H. members or other individuals outside of the F.I.S.H. homeschool community. The membership of any F.I.S.H. member who violates this provision may be terminated by the Board without refund of membership dues.

ARTICLE IX: AMENDMENT

The by-laws may be amended by an affirmative vote of two-thirds of Board members present at any Board meeting. Proposed amendments must be presented to the Board in writing at least two weeks prior to the meeting. Date, time and place of the meeting must be announced in the same communication.

DEFINITIONS

Annual Membership Meeting – This meeting is the start of the F.I.S.H. year. New and previous members are encouraged to attend in order to complete membership documentation and pay applicable dues.

By-Laws – A by-law is a regulation passed by a non-sovereign body, which derives its authority from another governing body. The by-laws specify what things may be regulated by the Board.

Dues – Fees required for Membership in F.I.S.H.

F.I.S.H. – Families Instructing Students at Home.

Good Standing – A member whose membership dues and activity fees are paid; all forms are current, complete, and submitted; membership has been approved by the board; and they are not under any disciplinary action from the Board.

Board of F.I.S.H. – The governing body for F.I.S.H. This volunteer Board meets regularly to discuss issues relating to F.I.S.H. It holds the right to approve or disapprove any activities that may be in question. The Board is comprised of four officer couples (Chair, Vice-Chair, Secretary and Treasurer) and directors which must include Athletic and Membership Directors and may also include Events Director, Social Director and Education Director.

Majority Vote – A vote by the Board in which more than half of the members vote in one manner on an issue. A vote may only be held if there is a Quorum.

Non-commercial – A non-commercial enterprise is one that values other considerations above and beyond that of making a profit.

Nonsectarian – An organization not affiliated with or restricted to a particular religious denomination.

Nonpartisan – An organization that does not have a formal alignment with a political party.

Quorum – A Quorum is the minimum number of members of the board necessary to conduct the business and vote on issues brought before the group. The minimum number of members necessary is a majority of all current Board Members.

Statement of Faith – A document that unites varying denominational persuasions in the simple truths and precepts of God's Holy Word.

ADDENDUMS: PROCEDURES

CODE OF CONDUCT/POLICIES

CHILD TRAINING COVENANT (CAN BE FOUND ON F.I.S.H. WEBSITE)

MEMBERSHIP PROCEDURES (CAN BE FOUND ON THE F.I.S.H. WEBSITE)

ATHLETIC PROGRAM POLICIES AND PROCEDURES

PATH/CO-OP POLICIES AND PROCEDURES

GRADUATION POLICIES AND PROCEDURES

PAC POLICIES AND PROCEDURES

FINANCIAL POLICIES AND PROCEDURES

Updated 09/2024

LEADER/COORDINATOR GUIDELINES - ROLES &

RESPONSIBILITIES/JOB DESCRIPTIONS

DUTIES OF OFFICERS and DIRECTORS

LEADERSHIP RESPONSIBILITIES