

Official BCHE, Inc. Articles of Incorporation

Articles of Incorporation of Brevard Christian Home Educators, Inc. P.O. Box 540067 Merritt Island, Florida 32954-0067

Articles of Incorporation of the undersigned, a majority of whom are citizens of the United States, desiring to form a Non-Profit Corporation under the Non-Profit Corporation Law of Florida, do hereby certify:

Article I – Name

The name of this Corporation shall be Brevard Christian Home Educators, Inc.

Article II – Principal Office

The principal place of business of this Corporation shall be: 3245 North Courtenay Pkwy., Merritt Island, Brevard County, FL 32953. The mailing address shall be: P.O. Box 540067, Merritt Island, FL 32954.

Article III – Purpose

This Corporation is organized exclusively for educational purposes, which include, but are not limited to, supporting of parents who choose to educate their children at home, the establishment of a private Christian school, including, for such purposes the making of distributions to organizations that qualify as exempt organizations under section 501 (c) (3) of the Internal Revenue Code, or the corresponding section of any future federal tax code. We are in association for encouragement and mutual edification of those who recognize the scriptural imperative and constitutional right to so educate their children. We place strong emphasis on spiritual maturity and development of Christian character along with other education disciplines. Our common goal is to see our children excel in every area of growth: academically, socially, physically, emotionally and spiritually.

Article IV – Manner of Election

The officers of the Corporation (**Initial Trustees**) shall be a Chairperson, a Vice Chairperson, a Secretary and a Treasurer and shall be elected for a two-year term as provided by the bylaws. All officers shall be members in good standing for a period of one year prior to taking office and shall meet such other qualifications specified in the bylaws.

The Board of Directors shall consist of not more than thirteen (13) individual members, to include the four (4) officers, the chairpersons of the standing committees, and at large directors as provided by the bylaws and shall be elected for a one year term as provided by the bylaws. All directors shall be members in good standing for a period of one year prior to taking office and shall meet such other qualifications specified in the bylaws.

Martita Stanton **Chairperson**
4000 Dundee Dr.
Merritt Island, FL 32953

Jael Sweigart **Vice Chairperson**
415 Bacardi Dr.
Merritt Island, FL 32953

Billy Barron **Secretary**
1195 Two Oaks Blvd.
Merritt Island, FL 32952

Janet Jackson **Treasurer**
1945 Temple Ave.
Merritt Island, FL 32953

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Initial Registered Agent

The name and Florida Street address of the registered agent is:

Martita Stanton **Chairperson**
4000 Dundee Dr.

Merritt Island, FL 32953

Article V – Net Earnings

No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article III hereof. No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under section 501 (c) (3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Article VI - Distribution of Assets Upon Dissolution

Upon the dissolution of the corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

Article VII – Membership

The membership of this Corporation shall constitute all persons hereinafter named as subscribers and such other persons as may become members in the manner provided in the bylaws.

Article VIII – Term of Existence

This Corporation is to exist perpetually, or until dissolved by a majority vote of the general membership in attendance at a membership business meeting called for such purpose.

Article XI – Amendments

Section 1 – Amendments to Articles of Incorporation may be proposed by any voting member of the corporation to the Board of Directors, and may be adopted by recommendation of the Board of Directors and majority vote by general membership provided notification requirements are met.

Section 2 – The bylaws will be established, and may be altered, amended, or repealed, by recommendation of the Board of Directors and majority vote by the general membership provided notification requirements are met.

Martita Stanton **Chairperson**

Date

Jael Sweigart **Vice Chair.**

Date

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BYLAWS

Brevard Christian Home Educators, Inc.

P.O. Box 540067

Merritt Island, Florida 32954-0067

Article I – Terms of Membership

Section – 1 Qualifications. Membership in the Corporation shall be available to homeschooling parents residing within the state. Members must agree with the Corporation's purpose as set forth in Article III of the Articles of Incorporation and the Statement of Faith in Article IX of these bylaws. Members must agree by signature to the statement of faith contained in the membership application. Members must pay the dues as set forth by the Board of Directors. The Corporation may elect to extend scholarships as determined necessary by the consensus of the officers.

Section 2 – Duties and Responsibilities. By submitting an application for membership in the Corporation, members agree to abide to all standards and policies of the Corporation as established by the Board of Directors. Members shall refrain from engaging in any activity, which may bring reproach on the Corporation or home education.

Section 3 – Length of Membership. Membership is granted upon meeting the qualifications listed in Section 1 above and Article VIII of the Corporation, beginning August 1 and will continue through July 31 of each year. Membership may be terminated when the member no longer meets the qualifications and/or gives notice of termination of membership.

Section 4 – Voting Rights. Each family shall be entitled to no more than two (2) votes, one per parent or guardian.

Section 5 – Membership Application and Dues. Membership applications and dues will be received primarily in the months of August and January.

Article II – Membership Meetings

Section 1 – Annual Business Meeting. An annual meeting of the members shall be held in the month of April or May at the discretion of the Board of Directors for the purpose of approving the incoming Board of Directors and for the transaction of such other business as may come before the meeting.

Section 2 – At the discretion of the board and reflecting the needs of the membership, support meetings for the general membership will be held once a month or however often the board deems necessary to meet the memberships needs.

Section 3 – Notice of Business Meetings. A notice of meeting stating the place, day and hour of any business meeting of members shall be posted on the corporations website and emailed to the membership, not less than seven (7) days before the date of such meeting. If this requirement cannot be met, notification will be made through the telephone network or notification by mail.

Section 4 – Quorum. The representatives of one-third of the member families, which may vote at any meeting, shall constitute a quorum at such meeting. Or, in the event that an insufficient

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number of families are present to constitute a quorum, and 80% of the Board of Directors is represented at the meeting, any motion passed by two thirds vote of the total families represented shall be deemed as to have met all of the requirements for a quorum.

Section 5 – Proxies. Members may not vote by proxy.

Section 6 – Manners of Acting. A majority vote consisting of one over half by members present shall be needed to pass a motion.

Article III – Officers

Section 1 – Tenure and Qualifications. Each officer shall hold office from August 1 through July 31 for two consecutive years. Each officer must meet membership requirements and must have been a member in good standing for a period of one year prior to taking office. Two members of the same family may not serve on the Board at the same time.

Section 2 – Duties of Chairperson. The duties of the Chairperson will be to conduct board and business meetings and maintain a database of the members.

Section 3 – Duties of the Vice – Chairperson. The Vice – Chairperson will perform the duties of the Chairperson in his/her absence. The Vice – Chairperson will conduct the general support meetings.

Section 4 – Duties of the Secretary. The Secretary will take minutes of the business and board meetings and will maintain the corporation's records.

Section 5 – Duties of the Treasurer. The Treasurer will collect and dispense monies, maintain financial records, and submit quarterly financial reports to the secretary.

Article IV – Board of Directors

Section 1 – Tenure and Qualifications for Elected Members. Each member of the elected Board of Directors shall hold office August 1 through July 31. Each member of the elected Board of Directors must meet membership requirements and must have been a member in good standing for a period of one year prior to taking office.

Section 1 A – Tenure and Qualifications for Appointed Members. The position of Christian Heritage Academy Administrator is a paid position, appointed by the Board, not subject to membership qualifications. The Christian Heritage Academy Administrator serves at the discretion of the Board, and will be evaluated annually.

Section 2 – Selection of the Board of Directors. Nominees for the Board of Directors elected positions shall be submitted by the nominating committee, which shall consist of the present Board of Directors and be made public on the corporation's website and distributed via email to be voted on and approved by the general membership in the Annual Business Meeting. (See Article II, Section I.) Any member may submit a name to the nominating committee for consideration. If two or more members volunteer for the same position, the members

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will take a vote. Candidates for office must also be interviewed by a select committee of the Board for the purpose of ascertaining the qualifications in accordance with the bylaws, before the selection process at the May meeting.

Section 3 – Vacancies. Any vacancy resulting from the death or resignation of a member of the Board of Directors should be filled by election of a qualified person to serve the un-expired term of the member who has resigned or died.

Section 4 – Removal. A Board member may be removed if he/she no longer meets the qualifications for membership as determined by the Officers. Failure to attend two meetings may be cause for removal, as determined by the Officers.

Section 5 – Compensation. Members of the Board of Directors may be reimbursed for actual expenses incurred in the maintenance of their duties. Persons who serve as members and render service to the corporation in some capacity other than as an elected member of the Board of Directors may be compensated for their services when approved by the Board of Directors.

Section 6 – Director and Officer Indemnification. The Corporation shall indemnify any and all of its Officers, members of the Board of Directors, or former Officers or Members, or any person who may have served at its request or by its election or appointment as a member or officer of the Corporation, against expenses actually and necessarily incurred by them in connection with the defense or settlement of any action, suit or proceeding in which they, or any of them, are made parties, or a party, by reason of being or having been members or officers of the Corporation, except in relation to matters as to which any such member or officer or former director or officer or person shall be adjudged an such action, suit or proceeding to be liable for willful misconduct in the performance of duty and to such matters as shall be settled by agreement predicted on the existence of such liability. The indemnification provided hereby shall not be deemed exclusive of any other right to which anyone seeking indemnification hereunder may be entitled under any by-law agreement, or otherwise, both as to action in his/her official capacity and as to action in another capacity while holding office. The Corporation may purchase and maintain insurance on the behalf of any member, officer, agent, employee or former member or officer or other person, against any liability asserted against them and incurred by him/her to the extent that the Corporation would have the power to indemnify him/her against such liability under the provisions of this Article and the law of the state of incorporation.

Article V – Board Meetings

Section 1 – Regular Meetings. There will be a minimum of four (quarterly) board meetings per year.

Section 2 – Special Meetings. Special meetings of the Board of Directors may be called by the Chairperson or Vice-Chairperson.

Section 3 – Notification. Notification of regular board meetings will be publicized on the corporation's website and/or via email, if time permits. Notification for special meetings may also be made by telephone or in person. Notification requirements will be met if the date, time and place was announced at the previous board meeting provided the next meeting is no more than one month away.

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Section 4 – Quorum. The board members holding two-thirds of the votes, which may be cast at any meeting, shall constitute a quorum at such meeting.

Section 5 – Absentee Vote. At any board meeting, a board member entitled to vote, but unable to attend may send his/her vote in writing to the Chairperson prior to the vote.

Section 6 – Manner of Acting. A majority of votes are required to pass a motion.

Section 7 – Procedures. Procedures will generally conform to Robert’s Rules of Order.

Article VI – Members of The Board of Directors

Section 1 – The Board of Directors shall consist of the officers (See Article III of the bylaws), and the Communications Director, Christian Heritage Academy Administrator, Chapter Representatives and Member at Large.

Section 2 – Duties of the Board of Directors shall be as follows:

- 1) Communications Director. The duty of the Communications Director is to distribute email correspondence and announcements using the corporation’s email account.
- 2) Christian Heritage Academy Administrator. The duties of the Christian Heritage Academy Administrator are to maintain student records, to insure compliance with the bylaws and rules pertaining to school enrollment stated in Article VII of the bylaws, and to set forth the policies and procedures necessary to operate the private school and direct a school board.
- 3) Member at Large. The duty of the Member at large is to represent the membership.
- 4) Chapter Representatives. At the discretion of the Board, Chapter Representatives may be elected to serve on the board. The duty of the Chapter Representative shall be to maintain communication with and represent the needs of chapter support groups as assigned by the Board of Directors. If no support groups are deemed necessary by the board, the chapter representative’s positions may remain vacant.

Article VII – Private School

Section 1 – Name. The name of the private school shall be Christian Heritage Academy.

Section 2 – Enrollment. Enrollment in the private school is elective and in addition to membership in the Corporation. The Corporation’s Private School will enroll students who’s parents are members of the Corporation and meet the requirements of Sections 3 through 7 of this article and pay the tuition set forth by the Board of Directors.

Section 3 - Yearly Evaluation. The teacher, parent, or guardian of students enrolled in the school shall submit copies of a yearly evaluation which could be either a nationally normed test, such as the California Achievement Test, or an evaluation by a certified teacher, other than the student’s parent, unless that parent is certified, that will state that the child is progressing commensurate with his/her abilities.

Section 4 – Monthly Attendance and Grade Report. An attendance and grade report will be submitted to the School Administration Committee each month for each student. The grades will be reported as excellent,

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satisfactory, or unsatisfactory through the sixth grade level unless the parent opts to use letter grades (A-F), with their numerical equivalents. Thereafter, letter grades with their numerical equivalents will be required.

Section 5 – Portfolio. A portfolio of samples of the student’s work will be maintained by the parent (or guardian) in the student’s home. Presentation of this portfolio to the School

Administration Committee may be required if the student attendance and grade reporting are unsatisfactory per section 4 of this article.

Section 6 – Curriculum Plan. A curriculum plan, not to be approved or disapproved by the school, except to require some form of Bible study, shall be submitted to the School Administrator.

Section 7 – Record Maintenance. The School Administrator shall maintain individual student records insuring that all the required information is on the forms submitted.

Section 8 – Optional Record Keeping. The School Administrator will maintain via the monthly attendance reports, records of other academic activities submitted by the student’s teacher such as books read, Field Trips attended, awards, organizations, church activities, Fine Arts activities, community service, and extra-curricular activities.

Section 9 – High School Credits. High school credits required for the diploma tracks offered by Christian Heritage Academy shall be formulated by the School Administration Committee and approved by the Board of Directors. The two diploma tracks offered by the Private School shall be College Ready and Standard. A description of these diploma tracks shall be found in the Christian Heritage Academy Student Handbook.

Section 10 – Other Graduation Requirements. Requirements for high school graduation other than the credits mentioned in Section 9 shall be approved by the Board of Directors and listed in the Christian Heritage Academy Student Handbook.

Section 11 – Board of the Private School. The School Administrator shall direct a School Committee consisting of (1-5) interested members of the Corporation who are members in good standing of the Private School. These members of the School Committee shall have a heart to serve in a variety of capacities as needed to effectively carry out the duties of the School Administration. The Christian Heritage Academy Administrator will nominate potential Christian Heritage Academy School Committee members and they will be presented to the Board of Directors for approval before serving.

Article VIII – General Practices

Section 1 – Fiscal year. The fiscal year shall begin on the 1st of January and end on the 31st of December.

Section 2 – Dues. The amount of the annual dues will be determined by the Board of Directors. The dues will be paid at the time of registration.

Section 3 – Records. All of the Corporation’s records, excluding individual student’s records, are open to inspection by the general membership upon request.

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Article IX – Statement of Faith

We believe that the only true living God, creator of all the universe and all in it (living and nonliving), is a personal God. We believe that God the Father sent God the Son, the Messiah, to earth and that He lived a perfect (sinless) life of obedience to the Father. We believe that He was crucified for our sins, that He was buried, and the third day He physically rose from the grave never to suffer or to die again. We believe the Son of God ascended to the Father and is seated at the Father's right hand as Lord of Lords and King of Kings. We believe Jesus Christ to be the Messiah as promised in the Old Testament. We believe in the Holy Spirit, the third person of the Godhead. We believe that the Holy Spirit is given to God's children. We believe that the Holy Spirit is active in and upon the lives of those who are born again, and who submit to His workings. We believe the Holy Bible as contained in the Old and New Testaments has given the parents of children the final authority and responsibility for the training and education of their children. To God the Father, the Son, and the Holy Spirit we and our children owe absolute allegiance and obedience.