

How to Start & Manage a Homeschool Organization

Boards, Bylaws & Budgets

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Need for Structure

Manage Growth

More members, money, activities

Avoid Taxes

Collect \$ = a business

Form a non profit & become tax exempt

Limit Personal Liability



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Need for a Board

Share the load

"Bring me seventy of Israel's elders who are known to you as leaders and officials among the people.... They will help you carry the burden of the people so that you will not have to carry it alone." Numbers 11:16

Avoid founder syndrome

Avoid leader burnout



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A Board

Minimum of three people

Director, Treasurer, Secretary

Qualifications: organized, decision maker,
follow through, commitment

Well defined & limited tasks

Committees to handle specific projects

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A Board meeting

Meet regularly

Not just when there is an issue or crisis

Have an agenda

Assign "action items"

Keep minutes

Not too detailed. Avoid names

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Bylaws

Rules of how an organization will operate

Who are members?

What are the membership requirements?

Do members vote?

What do members vote on?

How often are meetings held?

How are board members chosen?

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Tips in writing Bylaws

Copy another organization's bylaws

Avoid too much detail

Put details in a Policy Manual

Give to new board members

Sample bylaws at

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Need for a Budget

Planning ahead

"Suppose one of you wants to build a tower. Will he not first sit down and estimate the cost to see if he has enough money to complete it? Luke 14:28

Fiduciary Responsibility

Review financial statements

Create a budget

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Create a Budget

Sources of Income

Not too optimistic

Expenses

Imagine everything

Extra for uncertainties

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Resources



The site for homeschool leaders

E-book: *Money Management for Homeschool Organizations*

E-book: *Tax Exempt 501(c)(3) Status for Homeschool Organizations*

Blog and monthly newsletter

Articles, links and resources

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