

# 2011-12 PHSA Subscription/ Membership Form

Please mail completed form to :PHSA c/o Marjorie Orwig  
313 SW 17<sup>th</sup> St. Pendleton, OR 97801  
OR give to any Board Member

**\*\*\*PLEASE fill this form out completely. All information is needed for returning members as well as new members.\*\*\***

Parents' Names: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email : \_\_\_\_\_ Phone: \_\_\_\_\_ Alt. or Cell: \_\_\_\_\_

Child's Name	Date of Birth	Sports

Mark one Subscription Type plus Sports if participating:	Amount	Newsletter
<b>Yearly Subscription (July 1- June 30)</b>	<b>\$20.00</b>	Mailed or emailed?
<b>Early Bird Subscription (mailed before Aug. 31)</b>	<b>\$15.00</b>	Mailed or emailed?
<b>Newsletter Only (non-participating)</b>	<b>\$10.00</b>	Mailed or emailed?
<b>Sports Fee per family if participating</b>	<b>\$10.00</b>	
<b>Total:</b>		

**\*\*\*Checks or Money Orders made out to PHSA only please\*\*\***

**I (we), the undersigned, have read and agree to uphold the bylaws of the Pendleton Home School**

**Association (on back).** \_\_\_\_\_

**Name** \_\_\_\_\_ **Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

The Bylaws require every family to assist/organize at least one activity per year (unless Newsletter only).

Organize/Assist/Host	Activity	Ideas/Suggestions
	Field Trip	
	Event i.e. Geography Share, workshop. Presentation night	
	Moms/Dads Meeting	
	Sports	

You may mark more than one day.	Monday	Tuesday	Wednesday	Thursday	Friday
Best Days and times for Daytime Activities	AM/PM	AM/PM	AM/PM	AM/PM	AM/PM
Best Days for Nighttime Activities					

# Pendleton Home School Association Bylaws

## Mission Statement

The Pendleton Home School Association (PHSA) is a non-sectarian support group for homeschooling families. Our mission is to expand educational opportunities, facilitate interaction, communicate information, promote a positive image of homeschooling, and encourage parents in the education of their children. PHSA membership is not based on any one homeschooling approach, political platform, religious outlook, philosophical ideal, or race.

## Activities

PHSA requires adult (age 21 and older) supervision at all activities. There shall be a 1:5 supervision ratio of non-immediate family. High standards of conduct are expected such as: good manners and respect for one another's property, beliefs, and person.

## Members

In order to participate in PHSA activities, each family must sign up to organize or assist in some capacity with at least one activity or event during the school year (July 1-June 30). Children participating in activities must be members of the home school association or have permission from the association to attend. If dues are not received by the Association by Sept. 1<sup>st</sup> of the current school year then the emails and newsletters will stop being sent.

## Board

Regular planning meetings will be held quarterly. Those expected to attend are the president, vice president, secretary, treasurer, activities coordinator, newsletter editor, and communications coordinator. Each board position has one vote. All members are welcome and encouraged to attend planning meetings, give input, and assist with the decision making of PHSA.

Responsibilities of the board members are as follows:

**President:** oversees functioning of the group, schedules planning meetings, and forms the nominating committee.

**Vice-President:** assists the president and oversees the science share and contests

**Secretary:** responsible for taking minutes at the planning meetings and getting them to the newsletter editor for printing in the newsletter. If unable to attend the meeting, the secretary needs to arrange for someone to take minutes. The secretary also oversees thank you notes, invitations and publicity.

**Treasurer:** responsible for maintaining the bank account records, reimbursing members for authorized expenses, providing a quarterly update at board meetings, and providing a year-end financial report to be published in the September newsletter. Reimbursement is done quarterly.

**Activities Coordinator:** oversees educational activities and field trips and other PHSA activities. Assists organizers as needed.

**Communications Coordinator:** oversees informational and reminder emails to members as needed. Oversees the sending of information packets and subscription forms to people interested in joining PHSA, receiving subscriptions and maintaining the membership roster. Oversees the Newsletter Editor who is responsible for sending out a monthly newsletter, September through June, and other mailings as necessary. The newsletters will consist of a minimum of a calendar or information sheet of the month's activities.

Newsletter deadline is the 20<sup>th</sup> of the month and will be mailed by the last day of the month.

Elections will be held annually. A nominating committee will present a slate of officers at the spring planning meeting and a mail-in ballot will be sent in the May newsletter. Those ballots received before the deadline will be counted.

Updated June 6, 2011