

**HANDBOOK**  
of the  
**CENTRAL KANSAS HOMESCHOOL ATHLETICS ASSOCIATION**

**1. NAME**

The name of the organization shall be Central Kansas Homeschool Athletics Association, doing business as “Newton Mustangs.”

**2. PURPOSE**

The purpose of this corporation is to organize, promote, and support athletic programs and sports teams for homeschooled students in middle school and high school. The organization is committed to providing opportunities for physical development, Christian fellowship, and the cultivation of Christ-like character through teamwork, discipline, and sportsmanship. All activities will be conducted in a manner consistent with Biblical principles and a Christian worldview. This corporation is operated exclusively for religious, charitable, and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

**3. MEMBERSHIP**

Family Unit definition

A family unit must be in accordance with the CKHAA Statement of Faith and shall be defined as a group of two or more individuals connected by blood, marriage, adoption, or guardianship, who live together.

## Eligibility

### Home-educating Member definition

A home-educating member shall be defined as a family unit, in accordance with the Statement of Faith, who is actively home-educating at least one child who:

- a. Is actively participating in CKHAA athletics,
- b. Who has paid dues for the current year, \*\*\*
- c. Who agrees to and abides by the Central Kansas Homeschool Athletics Association's Purpose Statement, Code of Conduct, and Statement of Faith, and
- d. Who will not promote anything which will counter these statements.
- e. The board reserves the right to approve membership by majority vote in special cases that may not meet the criteria of active home education, such as a private Christian school family that does not have sports offered at their school but participates in the same community with CKHAA members. These members will have full membership as defined by the bylaws

\*Students from private schools will only be eligible to participate on CKHAA teams if their school does not field a team.

\*\*CKHAA reserves the right to limit the number of private-school members, as this type of membership may affect the organization's eligibility for participation in games and tournaments.

\*\*\* The board reserves the right to provide scholarships on a case-by-case basis to members when funds allow.

### Special Member definition

A special member is an individual who has shown active support for home education and athletics, but does not have a child participating in athletics. Special members do not pay dues nor can they participate in voting. However, they do agree to abide by the Central Kansas

Homeschool Athletics Association's Purpose Statement, Code of Conduct ~~statement~~, and Statement of Faith, and will not promote anything which will counter these statements.

#### Membership Voting

Home-educating Members and Private-school Members qualify as "voting members." Each "family unit" receives one (1) vote in matters put to a membership vote.

### **4. BOARD OF DIRECTORS**

#### Eligibility

Members of the board shall have at least 1 child actively participating as an athlete in CKHAA athletics.

#### Powers and Responsibilities

The Board of Directors shall manage all affairs and business of the Central Kansas Homeschool Athletics Association.

#### Number and Terms

As of the creation of this association (2025), the current number of Directors is seven. This number may be decreased/increased in the future based on the size and needs of the organization.

#### Elections

In regards to term expirations for Board members, the Board of Directors can appoint a nominating committee each year. Nominations for new Board members must be accepted in a timely manner prior to the election. Any CKHAA member may nominate another CKHAA member for election to the Board of Directors. The nominating committee will be responsible for contacting the nominees to confirm willingness to serve on the Board. Nominated individuals willing to serve in this capacity will be required to submit a testimony to the Board of Directors for distribution to the CKHAA membership. The election of Directors shall be completed by June 30 and can be held in any format deemed adequate by the Board at the time, including, but not limited to electronic forms of communication.

#### Resignations

The acceptance of a resignation will not be necessary to make it effective.

#### Removal

*By the Board of Directors:* Directors may be removed with or without cause by a two-thirds vote of the Board of Directors.

*By membership:* The association membership may petition for a membership vote for the removal of a Director. Such a petition must include the cause for vote for removal of the listed Director(s) and must include the signatures of at least 1/3 of the voting members\* in order to bring the matter to a vote. Vote for removal of the Director(s) requires 2/3s of the voting members participating at either a special meeting or the next regular meeting called by the Board of Directors. A 2/3s vote in favor of removal by the participating voting members is required for removal. Such a vote may be held in any format deemed adequate by the Board of Directors at the time.

#### Definitions

*\*Voting Member:* See "Section 3. Membership" above.

*Cause:* "Cause" typically refers to serious misconduct, such as breaches of fiduciary duty, conflicts of interest, or criminal activity.

*Without Cause:* Removal "without cause" may include situations where a board member is simply unable to fulfill their duties due to unforeseen circumstances, or if they no longer have children participating in the activities of the association.

## 5. OFFICERS

### Treasurer:

The Treasurer may be a Board member, or may be a member of the CKHAA appointed by the Board of Directors for the task.

### Secretary:

The Secretary may be a Board member, or may be a member of the CKHAA appointed by the Board of Directors for the task.

### Oversight:

Board members, decided by the Board through a majority vote, will be over each sport. These Oversight Board Members will function as the main interface between coaches and parents.

They will also act as the mediators between coaches, players, and parents concerning conflict resolution and/or the implementation of disciplinary measures.

## **6. MEETINGS**

### Regular and Special Meetings:

All regular meetings and special meetings of the Board of Directors are open to the association membership. Regular meetings will be posted on the organization's calendar at least 30 days prior to the meeting date. Special meeting dates will be posted on the organization's calendar at least 48 hours in advance. Minutes from regular and special meetings will be recorded and available for access by association members.

### Executive Meetings:

The Board of Directors reserves the right to call executive meetings. These meetings may or may not include additional non-board members. While minutes may be recorded, circulation may be restricted.

## **7. RECORDS**

Records will be stored by any means deemed appropriate by the board. Access to these records must be accessible by at least 2 members of the board at any time.

## **8. COMMITTEES**

The Board may establish standing or ad hoc committees as needed.

## **9. ATHLETE PARTICIPATION**

### Eligibility

Athletes must meet the requirements of the organization and be members in good standing.

### Age:

For participation on the junior high teams, players cannot be 15 before September 1st of the athletic year in which they are participating.

For participation on the senior high teams, players cannot be 19 before September 1st of the athletic year in which they are participating.

### Fees:

The CKHAA Board will determine team fees for each sport and organizational membership fees based on an estimate of costs to be incurred throughout the year. Factors to be used in the cost-estimate include: fees for gatherings, practice and game facilities, uniforms, equipment, first-aid supplies, postage, tournament fees, referee fees, etc.

All fees and payments must be paid in full by the assigned deadline. Nonpayment may result in loss of playing time and practice time. Team fees are not refundable.

All equipment provided by the organization, including uniforms, will remain the property of CKHAA.

## **10. ATHLETIC DIRECTOR(S), COACHES, AND VOLUNTEERS**

### Requirements:

All coaches and assistants must have demonstrated interest in homeschooling athletics and agree to a comprehensive background check.

### Selection and Approval:

Approval of head coaches is to be completed by the end of May, if possible, for the following year.

Coaches and assistants may be recommended by parents, other coaches, or themselves, and are subject to the approval of the Board. However, assistant coach applicants must be approved by the head coach and confirmed by the Board. Head coaches should be at least 21 years of age, and assistants should be at least 18 years of age. Dating or courting between coaches and players is strictly forbidden. Coaches must be willing to submit to, and be accountable to, the authority of the Board in all matters related to the CKHAA. All head coaches will be required to attend a yearly rules meeting. A Board Member will also be required to attend a rules meeting. Any reasonable expenses incurred by coaches will be reimbursed by CKHAA. All teams will have a head coach and an assistant coach on the bench at all games.

### Oversight:

The Oversight Board Member(s) for each sport will provide the Board with a yearly review for

the corresponding Coaches and Assistant Coaches. It is suggested that these reviews be completed within thirty days of the end of the season, or as soon as possible thereafter.

## **11. GRIEVANCES, APPEALS, AND CONFLICT RESOLUTION**

Conflict may arise between any participant of any age (Coach/Player; Coach/Parent, Parent/Parent, etc.). With this in mind, the following framework should be abided by:

1. Address an individual immediately, clearly, and gently. If a consequence is appropriate, such consequence(s) for any individual should be commensurate with the offense.
2. If needed changes are not made, address the offending party and the authority in charge. In the case of an issue with a player, their parents are the authority over them. In the case of an issue with a parent(s), the Board member(s) exercising oversight should be viewed as the authority. If any party is not happy with the solution, they reserve the right to appeal to the Board of Directors.
3. A formal signed appeal/grievance to the Board of Directors should be submitted by parents in writing, stating the exact nature and concern, including dates, times, and names of individuals involved, if appropriate. Grievances/appeals should also state what the desired solution should be. The Board of Directors will address complaints at their next meeting following receipt of such a letter unless it is requested to be dealt with sooner.

Examples of grievances/appeals that are appropriate include, but are not limited to:

- disciplinary actions
- suspected unfair or biased treatment
- poor conduct of a coach, parent, player, or board member

The following circumstances are not grievable:

- playing time
- game situation decisions
- selection of coaches
- team fees
- practice times or locations

While the above are not formally grievable, this does not preclude parents or players from initiating conversations with the Oversight Board Member about a player's lack of playing time, practice times, etc.

4. If peace is not found, the Board of Directors will facilitate a meeting involving a pastor or elder from the church of each party involved. If one party does not have a local pastor, the Board will select a representative pastor for them.
5. If needed changes are still not made, a Board approved written document reflecting the Pastor(s)/Elder(s) recommendations will disclose the next steps to resolve the conflict and will be presented to all parties with multiple board members present.
6. If needed changes are not executed, the Board shall have the right to remove athletic opportunities or membership from the party or parties in discussion.

Scriptural precedence for this process can be found in Ephesians 4:17-32 and Matthew 18:15-

## **12. FUNDRAISING AND SPONSORSHIP**

The association shall allow voluntary contributions from any Board-approved source.

## **13. MEDIA POLICY**

All representations of the organization made by members shall support the statement of faith. If parents or students do not want pictures of athletes to be used in some form of engagement, or promotion of the organization online, the option will exist to opt out of this usage on registration documents for each sport and each season.

## **14. AMENDMENTS**

Amendments to the Handbook, Code of Conduct, or other similar documents, may be approved by two-thirds (2/3) of the Directors then in office.

## **15. DISSOLUTION**

Upon dissolution, the Association's assets shall be distributed to one or more organizations exempt under Section 501(c)(3) of the IRS Code, or to a government entity for a public purpose.

Approved by the Board of Directors on 2025.7.21