

# VCES VALOR Network Bylaws

## For the Parent & Teacher Group Supporting Valley Catholic Elementary School

### Article One

#### Definition

Volunteers  
Ambassadors of information  
Liaisons promoting communication  
Organization committed to success  
Respectful of all constituents

The VCES VALOR Network is a board of Valley Catholic parents/guardians that functions as support to Valley Catholic Elementary School through our efforts of community-building, volunteer coordination, and fundraising. We support Valley Catholic Elementary School's mission, philosophy, and policies through our service.

### Article Two

#### Membership

Parents and guardians of students attending Valley Catholic Elementary School (grades K through 5) are members of this organization.

### Article Three

#### VCES VALOR Network

The VCES VALOR Network shall consist of the **School Principal, Chair, Co-Chair, Secretary, and Treasurer** as well as teacher representatives, room parents and VCES VALOR Network representatives. VCES VALOR Network representatives support:

- **Parent/Child Events**
  - Father-Daughter Dance
  - Mother-Son Event
  - Parent Information Nights
  
- **Volunteer Coordination**
  - HelpCounter website
  - Volunteer Recruitment
  - Called to Protect Verification
  - Recess Supervision

- **School Events & School Support**
  - Teacher Luncheon
  - Teacher Appreciation Week
  - Hospitality
  - Campbell's Soup Labels and Box Tops
  - Parent-Teacher Conference Dinners
  
- **Art Literacy & Parent Volunteer Room**
  - Art Literacy
  - Parent Volunteer Room Upkeep
  
- **Parent & Family Socials**
  - Back to School Ice Cream Social
  - Family Dine-out
  - All-Campus Morning Gatherings
  - Family Bingo Night
  
- **Religion and Outreach**
  - First Communion Reception
  - Parent Prayer Services

The Executive Committee of the VCES VALOR Network consists of the **School Principal, Teacher Representative, Chair, Co-Chair, Secretary, and Treasurer.**

#### **Article Four** Meetings

General VCES VALOR Network Meetings will be held monthly usually on the third Tuesday of each month. The following is a suggested order of business:

1. Call to order by the presiding officer
2. Prayer
3. Principal/Teacher Report
4. President Report
5. Treasurer's Report
6. Update on Upcoming Events
7. Post Mortem Concluded Events
8. Unfinished Business/Open Forum
9. Adjournment by Presiding Officer

**Article Five**  
Serving on the VCES VALOR Network

Members are required to have their Called to Protect certification up to date and a current background check on file with Valley Catholic.

Participation is voluntary.

All eligible parents and legal guardians may serve.

Members will be solicited through the weekly school newsletter, school email, or word of mouth.

Notice for the subsequent school year will be sent in **March**. If more than one person volunteers for a position, the outgoing board will hold an informal election.

Prospective officers are encouraged to shadow departing officers for continuity.

The length of the term for the President and Treasurer will be a two-year minimum commitment.

**Article Six**  
Objectives of the VALOR Network

Support the mission of Valley Catholic School;

Enhance communication and interaction among parents, faculty, administration and students;

To promote volunteerism and increase parent participation;

Plan and implement activities and events that promote a sense of community for the entire school;

To plan and support limited fundraising activities that support building school community.

**Article Seven**  
Voting

Voting may occur during VCES VALOR Network meetings or by email. Each member of the board (officer, room parent, or VALOR representative) who is present shall be entitled to one vote. The only person who does not hold a vote is

the faculty/staff liaison. All matters brought before the VCES VALOR Network will be determined with a simple majority vote.

Quorum must be met in order for an issue to be passed. Quorum consists of 50 percent of the Executive Committee.

If there is an even number of members, one member will not vote so as not to have the vote result in a tie. The member not voting will rotate through the positions. Beginning with the chair or co-chair and working through the list. The rotating vote will be tracked in the minutes.

If a matter requiring a vote presents itself prior to the next meeting, votes from the board may be solicited via email.