VALOR Network
Bylaws
for Parents of Valley Catholic
Middle School & High School Students

Article One

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

VALOR Network is a board of Valley Catholic parents/guardians that functions as a support to Valley Catholic High School and Middle School through our efforts of fundraising and volunteer coordination. We support Valley Catholic's mission, philosophy, and policies through volunteer efforts.

Article Two

Membership

Parents and guardians of students attending Valley Catholic School (grades 7 through 12) are members of this organization.

Article Three

VALOR Network

The Valor Network shall consist of the Chair, Vice Chair, Secretary and Treasurer, as well as:

Committee Chairs-

Auction Liaison
Volunteer Coordinator
Applause!
Scrip
Staff Appreciation
7th and 8th Grade Representatives
Community Connection Coordinator
Used Book Sale

VALOR Network Duties:

Chair: oversees the mission of building community, furthers communication to the parents through weekly email notes, coordinates committees, and facilitates monthly meetings.

Vice Chair: Supports the Chair in the above duties

Secretary: takes minutes of meetings and distributes to members.

Treasurer: prepares budget and maintains VALOR Network accounts, works with Valley Catholic Bookkeeper, prepares monthly report for meetings. All transactions of the Parent Association must go through the Treasurer.

Auction Liaison: assist auction volunteer chair with parent volunteers for the annual campus auction, attend auction planning meetings and work with auction coordinator to facilitate Valley Catholic School's parents' participation in the auction fundraising.

Volunteer Coordinator: coordinate parent volunteers to act as chaperones for school activities

Applause! Committee Chair: assist with drama, art and music department events as needed.

eSCRIP Committee Chair: develop on-going eSCRIP program and work as liaison with the Valley Catholic Elementary School's Scrip program.

Staff Appreciation Committee Chair: provides food, appreciative notes and gifts for administration, faculty and staff, recognizes staff for accomplishments and develops staff appreciation week in May.

Middle School Liaisons: coordinate parent volunteers for middle school activities and facilitate communication between middle school and high school parents.

Community Connection Coordinator: build community via social interactions, included but not limited to: Back to School BBQ in September, Wine/ beer gathering, Back-to-School Night, Teacher Appreciation and parent activities.

Used Book Sale Committee Chair: facilitate the annual used book sale. Coordinate parent volunteers, purchase of books, and subsequent sale

of books.

Article Four

Meetings

General Parent Association Meetings will be held monthly during the third week of the month. The specific day and time will be determined by the members.

Article Five

Serving on the VALOR Network

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

Participation is voluntary.

All eligible parents and legal guardians may serve.

Members will be solicited through the school newsletter or via blast email.

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 board members are encouraged to shadow the departing board member for continuity.

The length of the term for the President and Treasurer will be two years.

Article Six

Voting

Voting may occur during VALOR Network meetings or by email. Each member of the board 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 VALOR Network will be determined with a simple majority vote.

Quorum must be met in order for an issue to be passed.

If there is an even number of members, one member will not vote so as to not have the vote result in a tie. The member not voting will rotate through the positions. Beginning with the President 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.