



2024-2025

**PARENT
TEACHER
FELLOWSHIP
HANDBOOK**





DEAR VCA PARENTS

I'm excited to start another year at Valor. As your PTF Board President, I'm committed to providing the support and FUN that will enrich our school community. I want to focus on simplifying this year – doing less and doing it better, focusing on amplifying the experience of our kids, families, and staff rather than adding separate and additional events to the calendar.

The PTF is an important connector. The PTF Board recognizes that each Valor family is in a different season, and we know that support and service come in a variety of ways. We value the pool of talent that is in our community, and we look forward to serving our school alongside you.

We're looking forward to a fresh start, centered around enthusiasm, dedication, and a shared sense of purpose. God has stewarded us with such a wonderful opportunity to showcase His love while caring for each other. I'm thrilled to be able to help our school and our community serve the Lord.

Please, feel free to reach out with any comments or questions. I'm always up for a conversation about honoring God through our school, supporting our teachers, and creating experiences that enhance our kids' education.

Thank you for your support and partnership.

Mary Lowe

Valor Christian Academy PTF President, 2024-2025

valor.ptf@valorchristianacademy.org

PURPOSE OF PTF

Valor is a small community, and it takes all of us to make it the special place we all love. We all pay tuition, and that pays for our wonderful teachers and the curriculum. PTF is the piece of the puzzle that supplements our school experience with project-based initiatives to support school needs. We do this through Fundraising. The PTF Board follows the guidance of our School Administration and our School Board to ensure overall alignment and consistency.

“P” IS FOR PARENTS - YOUR ROLE IN THE VALOR COMMUNITY

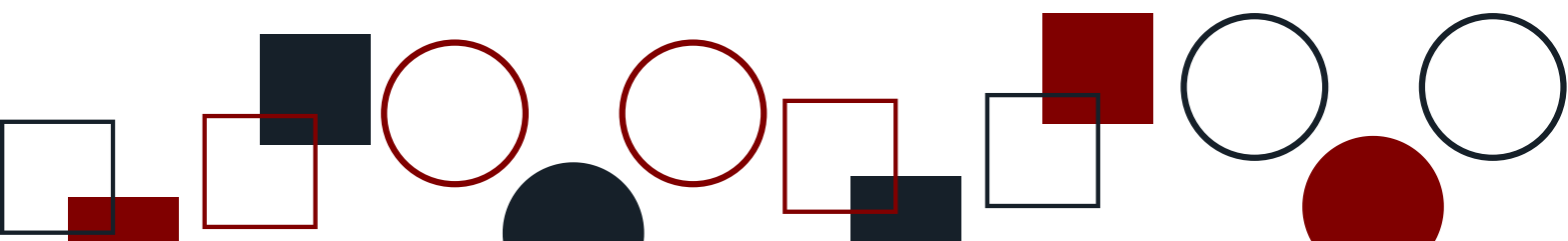
By having a child enrolled at VCA, you have a voice, and we want your input. Our parent community at Valor is filled with a variety of talents: musicians, business owners, athletes, church leaders, homemakers, and entertainment professionals to name a few. We all have something to give, and PTF wants to encourage families to engage in the school community by collaborating with our educators, contributing to the overall growth and success of the school, and finding support and camaraderie with other Valor parents.

Your kids love to see you at school, and so do we! Parents play an important role in building strong ties between home and school, and we need your involvement:

- **At PTF Meetings** - we have 3 General Assembly Meetings throughout the year. Attendance is mandatory by at least one parent from each family. Childcare is available for \$2 per child during the meeting, and you will receive a Free Dress Pass for each of your students for the following day.
 - **Thursday, September 26, 2024 @ 6:30-7:30 PM**
 - **Thursday, January 9, 2025 @ 6:30-7:30 PM**
 - **Thursday, May 8, 2025 @ 6:30-7:30 PM**
- **At School Events** - we'll have several events and fundraisers throughout the year. You can find a preliminary calendar of PTF initiatives at the end!
- **Through Volunteerism** - we are a small community, and in it we have a variety of time, talent, and treasure that is available. Each of our family situations is a little different, and this is where volunteerism can shine. Not only is it time – to sort used uniforms, to drive kids to their soccer game, to pass out lunch, or to help at a PTF event...but it's time that you can fellowship with other members of the Valor community, that your kids can see you serving, and that the school can feel served and supported.
- **By Providing Feedback** - You have a voice in our community. If there is something you'd like to share, please reach out to valor.ptf@valorchristianacademy.org.

“T” IS FOR TEACHERS - PARTNERSHIP WITH OUR TEACHERS

This refers to more than Teacher Appreciation Week. PTF supports Teachers and Classrooms by sending out weekly communication via each class's Room Parent. PTF also supports Valor Teachers and Staff through things like classroom setup, professional development, partnership (we have a Teacher Liaison on the PTF Board), and enrichment for the experiences they want to provide our students (like Chromebooks to allow for Computer class, Field Trip Buses, enhancing campus facilities, and more!).



“F” IS FOR FELLOWSHIP (AND ALSO FUNDRAISING)

There is so much good to be done, and by coming together, we can pool our time, talents, and treasure to support Valor in raising God-fearing kids while ministering to our local South Bay community. Valor is more than a school, and we hope that we as a PTF provide opportunities for families to connect more deeply through fellowship and service.

FAMILY FUNDRAISING COMMITMENT

At VCA, each family has a fundraising commitment of \$500 per year. This is managed by writing a post-dated check to Valor PTF at the beginning of the school year. **There are only six ways that money will be counted towards this commitment.** Any remaining portion of the fundraising commitment that hasn't been met by the end of the school year will need to be fulfilled (or the check written at the beginning of the year will be cashed).

Families can reduce the amount of their commitment through volunteerism. For every 10 hours parents volunteer, the commitment will be reduced by \$100 (up to a maximum of \$300). All families will be expected to fundraise and bring in at least \$200. There will be a wide variety of opportunities to volunteer throughout the year (Weekend Work/Cleanup Days, Lunch, Valet Line, STEAM Help, PTF Events, PTF Committees, Chaperoning Field Trips, Driving Athletes to Sporting Events, and more!). Parents will need to sign in and sign out when volunteering. All hours will be tracked and visible in FACTS. Keep an eye on Room Parent Emails and Eagle News to ensure you are up-to-date with the latest opportunities.



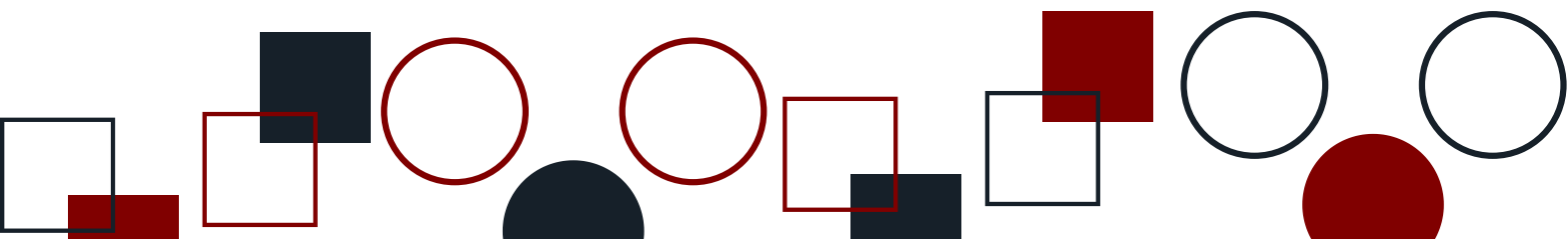
The only ways you can meet your Fundraising Commitment are listed below.

These are available at any time:

- 1. Commitment Buyout** – simply write the check at the beginning of the year and say that you'd like to simply pay the full \$500 rather than fundraising for it. If you'd like to do this, reach out to fundraising@valorca.org.
- 2. PTF Catalog** – This is something new this year. These are things that the PTF already supports the school with and are already accounted for in our PTF budget, but if you'd like to write a check for one of these items specifically, then great! Your money will be allocated to that instead of from the general PTF budget. Items in our catalog include things like classroom setup, field trip buses, or even Adopt-an-Admin. They are broken down into units to make them more manageable, but feel free to purchase multiple units! You can view the catalog in the QR code
- 3. RaiseRight** – This is something that is always available – instead of buying gift cards at Target, Vons, or from retailers directly, consider buying them through RaiseRight. With no additional cost to you, RaiseRight will give a percentage back to Valor. The portion that Valor gets because of your purchase(s) will go to count towards your Fundraising Commitment. (Details below)

These are tied to events:

- 1. Golf Tournament Sponsorship** – If you have a business that can sponsor our Golf Tournament, that money brought in will go towards your Fundraising Commitment. (Note: If you sign up just to participate in the tournament, that is not considered a sponsorship.)
- 2. Jog-A-Thon Sponsorship** – Similar to the Golf Tournament, if you have a business that can sponsor our annual Jog-A-Thon, that will count towards your Fundraising Commitment.
- 3. Jog-A-Thon Pledges** – Closer to the Jog-A-Thon, emails will be sent home with personalized links you can send to family and friends. Any money brought in via these pledges for individual students will go towards your Fundraising Commitment.



OTHER WAYS TO CONTRIBUTE

There are several ways to help support Valor outside of your Family Fundraising Commitment. If you have questions about any of the below processes or fundraising initiatives, please contact fundraising@valorca.org.

SILENT AUCTION ITEMS

Donating for a silent auction is an easy way to impact our school. By contributing items, experiences, or services to our auction, you're not only showcasing your generosity but also providing attendees with the chance to bid on something special and unique. Your donation enhances the quality of the event and directly supports our school's initiatives.

This year, we plan to have at least two silent auctions/raffles – one at our Golf Tournament in October and one at our Grandparents' Day in February – please, consider donating something for us to include in one of these.

Here are some ideas:

- **Are you a business owner?** Consider donating from your business. Some ideas include restaurant gift cards, massage, personal training, and photography, the list could go on forever!
- **Do you have access to a one-of-a-kind experience?** Are you a member of a country club? Do you have season tickets for the Dodgers, Rams, or Kings?
- **Do you own a vacation home?** Would you consider donating a weekend or even a week at your vacation home?
- **Are you Crafty and Creative?** Would you like to put together a beautiful themed gift basket that everyone will fight for?

AMAZON WISHLIST

The PTF has an Amazon Wishlist! This is a very easy way to help supply us with the things we use during the year so we don't have to spend other money on them. Scan the QR code to see what we need!



RAISERIGHT (FORMERLY SCRIP)

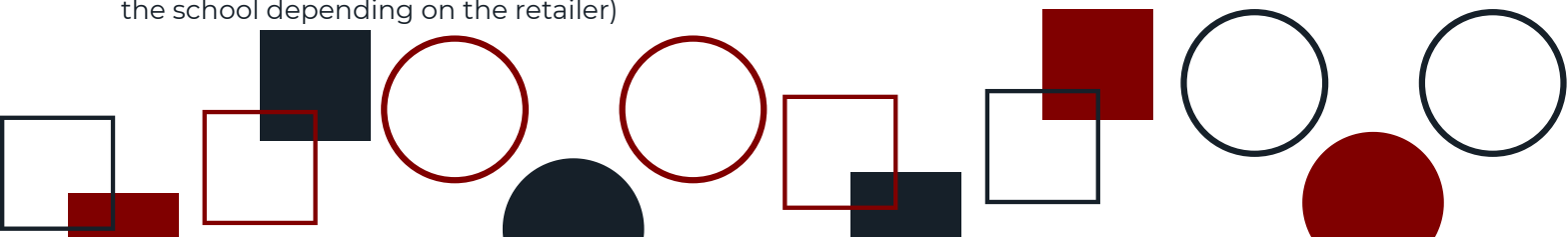
RaiseRight is a fundraising program commonly utilized by schools and nonprofit organizations, including the PTF. By purchasing gift cards from RaiseRight's website (rather than directly from retailers), Valor can benefit by receiving a percentage of each gift card purchased. **Note: The money that Valor gets from gift cards purchased through RaiseRight will count towards your Family Fundraising Commitment.**

How to Buy Gift Cards:

1. Enroll via the RaiseRight mobile app or shop online at <https://www.raiseright.com/shop> (Simply scan the QR code to pull it up on your phone!)

Enter our Valor PTF Enrollment Code (visible if you scan the code)

2. Purchase gift cards (they are reloadable). (Physical or eGift Cards!)
3. Pay for your gift cards (Bank account - \$0.15 fee, Credit Card - 2.6% fee, Check or Cash to Valor - no fee)
4. Gift cards are sent to you and Rebates are sent to school (2% - 16% rebate to the school depending on the retailer)



RALPH'S COMMUNITY CONTRIBUTION

Help support Valor Christian Academy PTF when you shop at Ralph's. When you enroll in Ralph's Community Program, all you have to do is shop and enter your phone number as you usually do! Valor will get a percentage back whenever you shop just by being enrolled.

How to start earning money through Ralph's:

1. Create an account at:
<https://www.ralphs.com/i/community/community-contribution-program>
2. Make sure your Ralph's card (Phone number) is linked
3. Search for Valor and Click Enroll
4. DONE! Between 1 and 4% of all your purchases will go to support Valor PTF!



BOX TOPS FOR EDUCATION

Great news! If you shop for groceries online or have a digital version of a receipt, you can submit them to earn Box Tops for our school. Simply download the Box Tops app and scan your receipts. Don't forget to give credit to your grade or classroom!

BUSINESS SPONSOR DIRECTORY

Support the businesses that support Valor! We've been so blessed to have a wide variety of South Bay businesses donate to Valor. Have a need? Check our Business Sponsor Directory via the QR code!



2024-2025 EVENTS (DATES SUBJECT TO CHANGE)

We're dedicated to focusing our efforts to host fewer events with higher impact. As PTF, we want to support everything that our school administration, programs, and teachers put on for our kids. Here's what we have planned for this year.

Fellowship & Community Building

- Dodgers vs. Rockies @ Dodger Stadium - Sunday, September 22, 2024 @ 1:10 PM
- Father/Daughter Dance - Saturday, January 25, 2025
- End of Year Field Day - Thursday, June 5, 2025

Fundraising

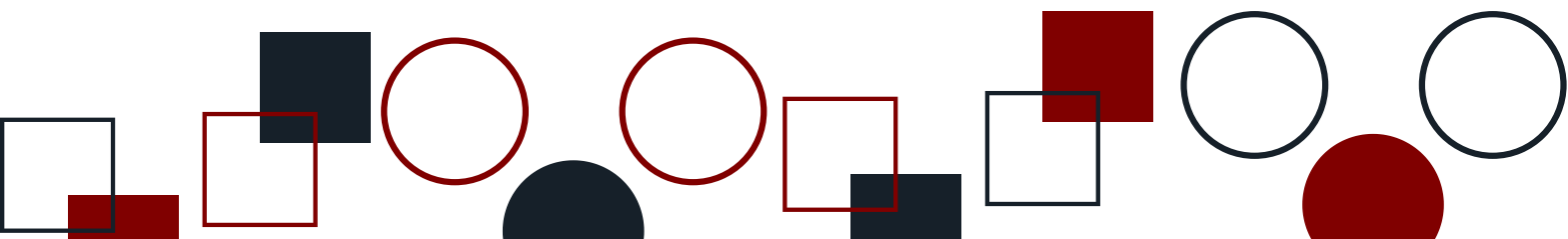
- Valor Christian Academy Golf Tournament and Raffle/Silent Auction - Friday, October 11, 2024
- Grandparents' Day Raffle and Silent Auction - Friday, February 14, 2025
- Jog-A-Thon - Friday, March 21, 2025

Service Project

- Loving our Parents and Staff - First Day Refreshments - August 21, 2024
- Loving our Families and Staff - Christmas Program Refreshments - December 20, 2024
- Loving our Families and Staff - Grandparents' Day Refreshments - February 14, 2025
- Loving our Families and Staff - Easter Celebration Refreshments - April 17, 2025
- Loving our Volunteers - Volunteer Appreciation Dinner - May 8, 2025
- Loving our Teachers & Staff - Teacher & Staff Appreciation Week - May 19-23, 2025

Day-to-Day Support

PTF is behind-the-scenes, and we actively prepare our budget to support the school in a variety of ways, such as: Classroom Setup Fees, Professional Development for Teachers/Staff, Adopt-an-Admin (Teacher/Staff Love on Birthdays and Holidays), Campus Beautification/Facilities Upgrades (Painting, Gutters, etc.), Enrichment Support (Chromebooks for Computers, etc.), Field Trip Subsidies, and more!





MEET THE PTF BOARD

- President — **Mary Lowe**, TK5 & 1st grade parent
- Vice President — **JoAnn Hwang**, 8th grade parent
- Treasurer — **Ana Ramos**, 5th grade parent
- Secretary — **Daniela Velasco**, 5th grade parent
- Volunteer Coordinator — duties shared
- Room Parent Coordinator — **Diana Tanious**, 1st grade & 3rd grade parent
- Fundraising Coordinators —
 - **Angela Sheldon**, 4th & 7th grade parent
 - **Laurie Raymond**, Infant room, 2nd, & 7th grade parent
 - **Thais Eliasen**, 2nd, 5th, & 6th grade parent
- Events Coordinator — **Aline Posner**, 5th grade parent
- Communications & Technology Coordinator — duties shared
- Preschool Liaison — [to be determined]
- 2024-2025 Teacher/Staff Representative — [to be determined]
- School Board Liaison — **Mrs. Echevarria**, Head of School

COMMUNICATING WITH THE BOARD

- General PTF Questions and Comments: valor.ptf@valorchristianacademy.org
- For Donations and Money-Related Questions: treasurer@valorca.org
- For Fundraising Questions: fundraising@valorca.org

