 **QVE PTO Overview**

The Quail Valley Elementary (QVE) Parent Teacher Organization (PTO) is dedicated to providing support and enhancement of the education, the educational experience, and growth, development and welfare of the children at Quail Valley Elementary School, as well as family engagement. The PTO is committed to positive, respectful and open communication among the administration, teachers, parents and community and to creating a welcoming environment. We strive to achieve a closer working relationship between teachers, parents and community so that parents, administrators and teachers may cooperate effectively in the education of students.

**2015—2016 PTO Board Positions:**

Board nominations are solicited during the spring semester. The PTO committee discusses and decides by majority vote which candidates to elect to the Board. The election takes place during the last General Membership Meeting each school year, usually in May.

We currently have several open board positions for the 2015—2016 school year. If you are interested in any of the vacant positions listed below, please contact Hillary Hunter at hunter\_hillary@yahoo.com.

President, Hillary Hunter

Vice President, VACANT

VP, Treasurer, Kristy Beins

VP, Fundraising, Laura Goodley

VP, Public Relations, Dominique Hernandez-Wrightsil

VP, VIPS Coordinator, Ashleigh Witt

Director-at-Large, Iona Pollard

Director-at-Large, VACANT

Recording Secretary, Retanda Wilson

Hospitality, Mia Crochet

Homeroom Parents, Carla Baron

Dad’s Club, Karl Baron

Yearbook, Regina Taylor

Directory, VACANT

Membership, Amber Sewell

Shared Dreams, VACANT

Newsletter, VACANT

Box Tops, Deborah Dornes

**Vice President**

The Vice President acts as an aide to the President and performs duties of the President in his/her absence. This position is also responsible for coordinating budget funds, and acts as coordinator/liaison between teachers and PTO for yearly field trips.

**Director-at-Large**

The Directors-at-Large serve as School Board representatives. They should attend School Board meetings and keep the PTO apprised of District activities. These individuals are responsible for other duties as requested by the Executive Board.

**Directory**

This position is responsible for compiling student information for the purpose of preparing a school directory.

**Shared Dreams**

This position is responsible for deciding upon and organizing the major Shared Dreams drive(s) during the school year.

**Newsletter**

This position is responsible for developing, creating and distributing a PTO newsletter.

**“Treasurer in Training”**

The PTO is currently looking for an individual to serve as “Treasurer in Training” in order to assume the role of Treasurer in the 2016—2017 school year. The Treasurer is responsible for receiving all monies on behalf of the PTO, maintaining accurate record of receipts and expenditures, and administering payments for approved expenditures. Additionally, he/she is responsible for overseeing the PTO budget and filing all Federal and State tax receipts in a timely manner.

**PTO Membership:**

Join and make a difference! As a PTO member, you will have the opportunity to voice your opinion on the needs of the children and the school. Membership dues are used to fund educational materials and programs, field trips, student parties, equipment, and other projects. Membership dues are $10.00 per family, which includes voting rights for every adult in the immediate family. To join, please submit the QVE PTO Registration form with your payment through your child’s teacher, or contact Amber Sewell at skylersewell@gmail.com.

**PTO Meetings:**

PTO meetings take place once per month on the first Thursday. Meetings are held in the QVE Library and start at 6:30 pm. All active PTO members are invited to attend these meetings.

**How to Get Involved:**

The first step to becoming a QVE volunteer is completing your FBISD Criminal History Check online. This must be completed each school year. Criminal History Checks are conducted in order to ensure the safety of all FBISD students. Criminal History Check information is confidential and only used for the purpose of ensuring student safety. Criminal History Checks can be completed online at the FBISD website at: <http://www.fortbendisd.com/Page/830>.

**Room Parent:**

A parent from each class is asked to help coordinate assistance for the teacher with work assignments, special projects, volunteer needs, and class events and parties. If you are interested in becoming a Room Parent, please contact Carla Baron at carla\_baron2002@yahoo.com.

**VIPS (Volunteers in Public Schools):**

Volunteering at QVE makes a real difference for your child, your school and you! Volunteer opportunities include classroom help, laminating, library assistance, Spring Fling, fundraising, hospitality, and cafeteria assistance, among many other areas. Please complete and return your Volunteer Form or contact Ashleigh Witt.

**VIPS Workroom:**

Working in the VIPS Workroom involves helping to prepare materials for the classrooms (i.e. helping with bulletin boards, preparing Wednesday folders, die cutting, binding booklets, coloring, gluing, tracing, laminating, and cutting out laminated items). Volunteers must attend an informal training session in order to learn how to operate the various pieces of equipment in the VIPS Workroom. Please contact or contact Ashleigh Witt for more information or to volunteer to help in the VIPS Room.

**Hospitality:**

We have a very active Hospitality committee. Hospitality is in charge of providing goodies and treats for Teacher Appreciation Week, as well as providing meals for teachers at various times during the year. Hospitality also decorates the teachers’ lounge to celebrate different times of the year. If you are interested in helping out, please contact Mia Crochet at miacrochet@yahoo.com.

**Dad’s Club:**

Dad’s Club helps build sets for programs, clean the playground, and conducts various projects around the school to help keep it beautiful. If you are interested in joining Dad’s Club, please contact Karl Baron at KDBaron2000@yahoo.com.

**Fundraising:**

Parents are encouraged to participate in various fundraisers that help to raise money for the many programs sponsored by the PTO. These funds pay for educational enrichment, classroom supplies and materials, class field trips, teacher appreciation activities, field day, playground equipment, teacher training, classroom technology and many other things that would not be possible without your support. This year, the PTO will hold two main fundraisers in the Fall and Spring semesters. Ongoing fundraisers include Spirit Wear, Spirit Nights, PTO Membership, Directory Ads, School Store, and Box Tops for Education. Planning is already underway for our second annual Spring Carnival, and we are eager for help! For more information regarding fundraiser or to volunteer to help, please contact Laura Goodley at vangood06@yahoo.com.

**Spirit Nights:**

One to two times per month, select area restaurants donate a percentage of their sales to our school. Support our school and plan to dine in or take out with these establishments on those evenings! Ongoing Spirit Nights will be held monthly at Chick-fil-A. Days and times will be announced soon. Spirit Nights last year included Bahama Buck’s and Skeeter’s. For information on Spirit Nights or to suggest a local venue, please contact Laura Goodley at vangood06@yahoo.com.

**Spirit Wear:**

Spirit Wear is worn for classroom field trips and school performances, and is a great way to show your support of QVE! We currently offer child and adult QVE t-shirts and hoodies. T-shirts are $12.00/each and hoodies are $24.00/each. Items can be purchased through your child’s teacher or the front office. Spirit Wear is also sold at most school events. For more information, please contact Hillary Hunter at hunter\_hillary@yahoo.com.

**School Store:**

The school store is run by the PTO as a convenience to our students, as a way for students to practice their math skills, and as a fundraiser for the PTO. Items available at the school store may include pencils, pens, erasers, notepads, and other various school supplies. Some items are only available for a limited time and we may be receiving new items throughout the school year. Hours for the school store are in the process of being determined. The school store works on a cash only basis. THE SCHOOL STORE IS IN NEED OF VOLUNTEERS! Please contact Laura Goodley at vangood06@yahoo.com if you are interested in helping.

**Box Tops:**

Our school earns 10¢ for every Box Top collected with a valid date. Students can bring in Box Tops throughout the year to raise money for the school and to compete for prizes. Information regarding semi-annual collection dates and contests is sent home throughout the year. For more information or to volunteer to help, please contact Deborah Dornes at deborah.dornes@sbcglobal.net.

**Shared Dreams:**

Shared Dreams provides district-wide collection of clothing, toiletries, and school supplies for less fortunate FBISD families. Donations will be accepted at any time, and there are one or two major drives scheduled throughout the school year. Volunteers are always needed to help with donations. For more information or to volunteer to head Shared Dreams, please contact Hillary Hunter at hunter\_hillary@yahoo.com.

**Get Connected:**

There are a number of ways to stay in the know about what is going on at QVE. Please check out the below resources.

QVE PTO Facebook Page: <https://www.facebook.com/qvelementary>

QVE Campus Website: <http://quailvalleyeagles.weebly.com/>

QVE District Website: <http://campuses.fortbendisd.com/campuses/qve/about.cfm>

QVE Facebook Page: https://www.facebook.com/quailvalleyelementaryeagles?fref=ts

Edmodo: Email Mrs. Spears at shenique.spears@fortbend.k12.tx.us for registration access

For more information regarding Public Relations, please contact Dominique Hernandez-Wrightsil at hernad4@yahoo.com.

Additionally, each Wednesday your child will bring home his/her “Wednesday Folder,” containing school related updates, information and resources

\* This information has been provided to help you in the course of your journey in your child’s education. Please remember that our teachers, parents and staff are striving to help your child get the most out of their experience at QVE. Please take the time to meet your child’s teacher and various administrators, including Mrs. Spears, our Principal, on campus BEFORE there is a problem. It is never a great situation when your first interaction with someone is because of a conflict.

You should have open communication with your child’s teacher at all times. Whether your child is struggling or loving school, you should let your teacher know this. Is your child dealing with something hard at home? Have they lost a loved one, or are they going through their parents’ divorce? You should feel comfortable to talk to your child’s teacher about these things and let them know that your child may be distracted because of a particular situation. When your child’s teacher is made aware of these situations they are able to better teach and interact with your child.

Just as you appreciate a co-worker speaking to you directly about a problem he may have rather than going straight to your boss, the same applies for your child’s teacher. Try to speak to them first rather than going directly to the Principal. The Principal’s first question for you will be, “Did you address this with the teacher?” The teacher will appreciate your open communication and should address the problem.

If you have questions about any of the events at school or are confused about anything, please feel free to contact Hillary Hunter at hunter\_hillary@yahoo.com. You can also talk to any of our PTO members. Please remember that we have ALL been overwhelmed, confused, frightened, and/or frustrated at one time or another. We are here to listen and help you. Communication is Key!!!