



Welcome Back to School from the Greenbriar PTO!

Dear Parents,

We hope that you and your children have had a wonderful summer and are ready for the 2019-20 school year!

In this packet you will find information about the Greenbriar Parent Teacher Organization ("PTO"), the programs/activities we sponsor for the benefit of Greenbriar students and their families, fundraising information, and ways in which you can become involved. You will also find instructions for our online registration website, ***Paperless PTO***; information regarding PTO Headquarters; and various other back to school information.

Key Information for the 2019-20 School Year:

- Check out the PTO website www.GreenbriarPTO.com
This is your one stop shop for information, volunteer opportunities, items for sale and much more.
- There are NO paper forms to turn in for PTO Membership, Spirit Wear, Classroom Volunteer Forms, Block Parent, etc! Everything can be accessed electronically.
- PTO Pizza & Spirit Wear Days will be approximately 2 times per month on Thursdays. Dairy Queen Blizzard Treats will be offered once a month.
- Marla's Brown Bag is our sole school lunch program and is available 5 days a week (except for PTO Pizza Days). You can find the link to Marla's below.
- Spirit Wear will be available for purchase online. Stop by the PTO Headquarters to see item samples.

The Greenbriar PTO is looking forward to a great school year and truly appreciates the efforts, support, and participation of all Greenbriar families and staff. We thank you in advance for your support!

Please see all the pages in this packet for important information.

We look forward to meeting all our new families and seeing everyone soon!!

Marie Junkmann
PTO President

Kimberly Yen
PTO Co-President

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PTO HEADQUARTERS Back to School Check List

August 20, 2019 2:00-3:00pm • Greenbriar Gym

1. Log on to your PAPERLESS PTO ACCOUNT at www.GreenbriarPTO.com and pay for back to school items.

Our site will go live AUGUST 15th with items available for purchase such as your PTO membership, pizza days, blizzard days, birthday signs and spirit wear.

RETURNING FAMILIES: Your log in will be the same as last year. Feel free to update your child's teacher once classroom assignments have been sent (MY ACCOUNT > MY STUDENTS). If you have an incoming kindergartener, you can also add them on this page.

NEW FAMILIES: Welcome! Please be patient as your accounts will be set-up once District 28 has uploaded your data to our site. We anticipate they will be ready by August 15th.

There will be computers & help available at PTO Headquarters if you have questions about Paperless PTO.

PTO Headquarters items:

- PTO family membership (\$25/family – includes the Paperless PTO App and Class Party Fees)
- Student Activity Fund (Suggested amount: \$30/student) Your tax-deductible donation supports PTO sponsored field trips, Author Visits, Art Adventure and special all school events like Greyhound Gathering and County Fair.

Also available for purchase through our site:

- PTO Pizza Day lunches
- Dairy Queen Blizzard Treats
- Birthday Signs – presale pricing ends 8/20
- Spirit Wear – available for purchase - samples sizes will be available for viewing at PTO Headquarters on 8/20 between 2:00-3:00 (items will be available for purchase on the website beginning 8/15)

ALL ITEMS LISTED ABOVE CAN BE FOUND UNDER THE **"FOR SALE"** TAB ONCE YOU ARE LOGGED IN.

2. Complete the **CLASSROOM VOLUNTEER FORM** (one per child)

<https://tinyurl.com/2019ParentVolunteerForm>

Use this form to indicate your availability to help with class parties, field trips and taking photos. Room parents will be in touch with assignments in September after receiving the completed forms.

3. Complete the **BLOCK PARENT FORM**

https://docs.google.com/forms/d/e/1FAIpQLSdSGAWA_KJBDx1OQDoQX5QMsQZ0btqNalrPSMjoDjkS0v7P-Q/viewform

Block Parent Day is Friday, September 6th. Follow the link for more information and to become a Block Parent.

4. Volunteer for PTO COMMITTEES

<https://www.signupgenius.com/go/409094ca4ab2fa57-20192020>

Volunteers are essential to the success of numerous activities and events hosted by the PTO. Please consider signing up for a committee (or multiple committees) to make Greenbriar great!

5. Order MARLAS LUNCHES – You can order for the first day of school!

www.MarlasLunchOrdering.com

Registration and Ordering will begin on August 9th, 2019

Deadline to order for the first week of school is Tuesday, August 13 at 12pm NOON.

Lunches are available for purchase 5 days a week (except for PTO Pizza Days)

Marlas Brown Bag Lunch Instructions on how to set up your account can be found here:

<https://www.greenbriarpto.com/Grt/custompage.cfm?cpid=3309>

6. Volunteer to help serve Pizza Lunch and Blizzard Treats (only sign up for ONE slot – your name will be removed if you sign up for additional slots). Please note: This sign up is first come first serve and unfortunately there are not enough slots for everyone.

Pizza Lunch Sign Up

<https://www.signupgenius.com/go/20F0D4DAEAD2EA5FB6-greenbriar1>

Blizzard Treat Sign Up

<https://www.signupgenius.com/go/20F0D4DAEAD2EA5FB6-blizzard>

FREQUENTLY ASKED QUESTIONS:

What is the PTO and how does it benefit Greenbriar?

All families and staff in the Greenbriar community are invited to join the PTO. The goal of the PTO is to provide programs, activities and materials to support and enhance the academic curriculum and to enrich the grade school experience for Greenbriar students and their families. We truly appreciate and depend on all the parents and teachers who volunteer their time and talents to make our endeavors a success.

What/when is PTO Headquarters?

Please stop by PTO Headquarters on **Tuesday, August 20st, 2:00-3:00pm** in the Greenbriar Gym to learn about:

Spirit Wear- See our new Spirit Wear items -Get info on how to order online.

Birthday Signs -The PTO will put Birthday signs in your yard for your child's birthday! Available for purchase through the PTO website. **Pre-Sale ends August 20th.**

PTO Committees - Would you like to get involved but aren't sure where or how to get started? Stop by and we can help you find something that fits your time constraints and schedule! There really is something for everyone with both daytime and nighttime activities and events.

A complete description of committees and volunteer responsibilities can be found here: <https://paperlesspto.keritech.net/pto/members/documents/GBPTOCommitteeDescriptions.pdf>

Marla's Lunch - See the new fall menus and get help with registering on the website to order lunch.

Paperless PTO - learn about our Paperless PTO system and how to get the Directory on your phone! This will be your one stop website for all things PTO!

What does the PTO sponsor or organize?

*Art Adventure - Grade specific programs that allow the students to learn about various artists throughout the year and once a year grade level cultural events that take the student on a journey through history to learn about art. You can also participate in the adventures with your child!

*Book Fair - Fall and Spring opportunities to expand your child's home library.

*Cookie Walk - A family favorite offered during Winter Sing.

*Family Evenings

- Greyhound Gathering - Our Fall Festival in late September!
- Science Night
- Cultural Fair
- Family Service Nights
- County Fair - our end of year event

*Fifth Grade Yearbook and Year End activities

*Field Trips - the PTO sponsors & pays for one field trip per grade every year.

*Marla's Brown Bag lunch – Marla's, our school lunch program, will be offered all days except PTO pizza days. Look for ordering information in this packet.

*Halloween, Holiday and Valentine's Day Class Parties

*PTO Pizza, Blizzard Treats & Spirit Lunch Days – We will be providing pizza lunch approximately twice a month on Thursdays. Dairy Queen Blizzard treats will be provided once a month. Ordering Pizza lunch and DQ Treats will be done through Paperless PTO. See calendar for dates.

*Spirit Wear – The PTO makes Greenbriar wear easy to purchase. See available spirit wear at PTO Headquarters and order online this year!

How does the PTO raise money?

*PTO Membership dues: A portion of the **\$25.00 fee per family** covers the cost of our Paperless PTO website, directory and App. The Directory will be accessible only through the Paperless PTO website or an app on your smartphone or tablet. (No printed directory). In order to receive the App you must be a PTO member and pay the \$25 dues. Membership dues also cover the costs of all Halloween, Holiday and Valentine's Day Class Parties.

*Student Activity Fund: The PTO asks families to donate a suggested amount of **\$30 per child**. 100% of your donation goes directly to helping Greenbriar families in need and funding valued programs like Art Adventure, Science Night, Family Evenings, 5th Grade Celebrations, Field Trips, and many much more. Company matches are also welcome. While the suggested donation of \$30 per child is greatly appreciated, any amount is welcome and valued!

*Book Fairs, Spirit Wear, Hot lunch program, Pizza lunch, Birthday Signs and Dine & Shares, etc.: These activities provide additional fundraising dollars in addition to being enjoyed by many families.

How do I get involved?

*PTO MEETINGS: In this packet, you will find a yearlong Calendar summarizing all of the PTO events, including dates for each PTO Meeting. Everyone is welcome to come to any and all PTO meetings! *Note: There will be one evening PTO meeting to accommodate our working parents.

*VOLUNTEER FOR COMMITTEES: The PTO is only as strong as its volunteers! Whether you are new or a veteran, please consider volunteering for a committee. It is a great way to get to know the families and staff in the Greenbriar community! Use the Sign-Up Genius link below:

<https://www.signupgenius.com/go/409094ca4ab2fa57-20192020>

If you have any questions about any roles, please feel free to email Kimberly Yen: kimberly.yen@gmail.com or Jane Carlton: brightseas@yahoo.com

*VOLUNTEER FOR ACTIVITIES/EVENTS: Watch for information in the Greenbriar Gazette or in email blasts from our website throughout the year about how to sign-up for many PTO sponsored activities (i.e. Story Reader, Family Evenings, Book Fair, Art Adventure, etc.).

What else do I need to know?

*School Supplies: If you preordered last Spring, supplies will be delivered to your child's classroom. If you did not pre-order school supplies, the complete list of school supplies can also be found on the Greenbriar website.

*Communications: The Greenbriar PTO will continue to communicate primarily by email, as well as through our Facebook page and the Paperless PTO website.

Paperless PTO: www.GreenbriarPTO.com

Facebook: Be sure to "Like" our page:
www.facebook.com/greenbriarptonorthbrook



You can purchase online beginning August 15th! Log on to Greenbriar PTO's website for details of items and ordering information. Sample sizes available at PTO Headquarters on August 20th.



Be sure to check out the discount table at PTO Headquarters on August 20th. Spirit wear items from prior years will be available for purchase for \$5 each.

Sizes and quantities are limited. Cash only.

2019-20 PTO Meeting Dates

PTO MEETINGS

Meetings are held in the Greenbriar Staff Lounge

Please note – Our November meeting will be in the evening

September 10, 2019 @ 8:45 am

October 8th, 2019 @ 8:45 am

November 12, 2019 @ 6:30 pm

December 2019 – No PTO Meeting

January 14, 2020 @ 8:45 am

February 11, 2020 @ 8:45 am

March 10, 2020 @ 8:45 am

April 14, 2020 @ 8:45 am

May 12, 2020 @ 8:45 am

Greenbriar PTO Calendar At-A-Glance 2019 - 2020

August

8/10	Kindergarten Meet and Play	10:00-11:00 am
8/20	Kindergarten Meet the Teacher Staff Back to School Lunch Meet the Teacher (1 st - 5 th) PTO Headquarters	10:45 - 11:55 am 12:00 pm 1:30-2:30 pm 2:00-3:00 pm
8/21	First Day of School	
8/22	Pizza Lunch & Spirit Day	

September

9/3	Curriculum Night New Parent Meeting Classroom Presentations #1 Classroom Presentations #2	6:00 - 6:25 pm 6:30 - 6:55 pm 7:00 - 7:25 pm
9/5	Pizza Lunch & Spirit Day	
9/10	PTO Meeting	8:45 am
9/12	Picture Day	
9/19	Pizza Lunch & Spirit Day	
9/25	Greyhound Gathering (Wednesday)	5:00 - 6:30 pm
9/26	Greyhound Gathering Rain Date	
9/27	Blizzard Treats @ Lunch	
9/30	NO SCHOOL - Rosh Hashanah	

October

10/3	Pizza Lunch & Spirit Day	
10/8	PTO Meeting	8:45 am
10/9	NO SCHOOL – Yom Kippur	
10/10	Sibling Picture Day & Retake Day	
10/16	Book Fair: During Conferences	3:30 – 7:30 pm
10/17	Book Fair: During Conferences	12:00 - 7:30 pm
10/18	NO SCHOOL – Teacher Institute Day	
10/24	Pizza Lunch & Spirit Day	
10/25	Art Adventure Cultural Event 4th/5th Grade (A Celebration of Mexico)	8:30 am
	Blizzard Treats @ Lunch	
10/31	Halloween Parade Halloween Class Parties	2:15 – 2:45 pm 2:45 pm

November

11/1	All School Pajama Day	
11/6	Cultural Fair	6:00 - 7:30 pm
11/7	Pizza Lunch & Spirit Day	
11/12	PTO Meeting	6:30 pm
11/21	Pizza Lunch & Spirit Day	
11/22	Blizzard Treats @ Lunch	
11/25 – 11/29	NO SCHOOL – Thanksgiving Break	

December

NO PTO Meeting

12/5	Pizza Lunch & Spirit Day	
12/13	Cookie Walk Winter Sing (1 st -4 th Grade)	
12/19	Pizza Lunch & Spirit Day	
12/20	Blizzard Treats @ Lunch Pajama Day Holiday Class Parties	2:45 pm
12/23	NO SCHOOL – Winter Break	

January

1/6	SCHOOL RESUMES	
1/9	Pizza Lunch & Spirit Day	
1/14	PTO Meeting	8:45 am
1/20	NO SCHOOL Sister School Fundraiser (Rockin' Jump)	1:00 – 3:00 pm
1/23	Pizza Lunch & Spirit Day	
1/31	Blizzard Treats @ Lunch	

February

2/6	Pizza Lunch & Spirit Day Family Service Night	6:00 - 7:30 pm
2/11	PTO Meeting	8:45 am
2/13	Valentine Parties (Half Day of School)	11:10 -11:55 am
2/14	NO SCHOOL – Teacher Institute Day	
2/17	NO SCHOOL – Presidents’ Day	
2/20	Pizza Lunch & Spirit Day	
2/21	Art Adventure Cultural Event 2nd/3rd Grade (Native American Pow Wow)	8:30 am
2/28	Blizzard Treats @ Lunch	

March

3/2	NO SCHOOL – Casmir Pulaski Day	
3/5	Pizza Lunch & Spirit Day	
3/10	PTO Meeting	8:45 am
3/12	Science Night	6:00 pm
3/19	Pizza Lunch & Spirit Day	
3/20	Blizzard Treats @ Lunch	
3/23 – 3/27	NO SCHOOL – Spring Break	

April

4/2	Pizza Lunch & Spirit Day	
4/10	NO SCHOOL – Good Friday	
4/14	PTO Meeting	8:45 am
4/16	Pizza Lunch & Spirit Day	
4/17	Art Adventure Cultural Event Kindergarten/1st Grade (Australia)	8:30 am
4/24	Blizzard Treats @ Lunch	
4/30	Pizza Lunch & Spirit Day	

May

5/4-5/8	Teacher Appreciation Week	
5/7	Staff Lunch	11:40-12:30 pm
5/12	PTO Meeting	8:45 am
5/14	Pizza Lunch & Spirit Day	
5/20	Book Fair	
5/21	Book Fair	
5/21	Art Show	6:00 – 7:00 pm
5/22	Blizzard Treats @ Lunch	
5/25	NO SCHOOL – Memorial Day	
5/27	County Fair (Wednesday)	5:30 – 7:30 pm
5/28	County Fair Rain date	
5/28	Pizza Lunch & Spirit Day	

June

6/2	Field Day Pizza Lunch & Spirit Day Blizzard Treats @ Lunch	9:00 am
6/3	Last Day of School (Half Day) 5th Grade Breakfast Golden Folder Ceremony 5th Grade Video	12:00 pm Dismissal 8:00 am 10:00 am 11:15 am