

FUNDRAISING

| GB PTO Program Name | LOCATION | TIME COMMITMENT | TIME OF YEAR | RESPONSIBILITIES | *NOTES |
|---------------------|--------------------|--------------------------|----------------------------------|---|------------------------------|
| Pizza Day | School | 2 hours / 1 x a month | Year Round | Coordinate and / or serve pizza lunch from New York Slices | |
| Treat Days | School | 2 hours / 6 times a year | Year Round | Coordinate and / or deliver treats to students to be sent home | Treats alternate every month |
| Spirit Wear | Home and/or School | 6 - 8 Hours | Fall | Calling all creatives, graphic designers, design software, and budget savvy parents/teachers for Greenbriar's spirit wear committee. We'd love to have you! | |
| Birthday Signs | Home | 2 Hours | Year Round | Comittee members will help organize signs for parent-pickup. | |
| Book Fair | School | 8-10 Hours | Fall/ Spring | Coordinate with book vendor, set-up display and staff (with additional volunteers) a school-wide book fair in fall and spring | |
| Teacher Raffle | Home and School | 8-10 Hours | September (Greyhound Gathering) | Coordinate and organize teacher experiences for students to bid on during the Greyhound Gathering event | |
| Fundraising | home and school | 8-10 hours | Year Round- BINGO 1/30 6-7: 30PM | Work with VP of fundraising on various events...Help plan and work various fund raising events throughout the year. BINGO, Dine-In-Shares, etc. | |

ENRICHMENT AND EVENTS

| GB PTO Program Name | LOCATION | TIME COMMITMENT | TIME OF YEAR | RESPONSIBILITIES | *NOTES |
|------------------------|----------|--|---------------------|---|--|
| Cultural Art Adventure | School | 15-20 Hours (Must have daytime availability) | 1 Events/Year per c | Coordinate and plan an entire cultural event which includes a classroom lesson, performance and/or speaker and activities | This committee requires 2 chairs and Grade Level representatives. Events include a celebration of Mexican culture, Lunar New Year, A trip to Australia, Diwali, Native American heritage |
| Art Show | Home | 10-15 Hours | APR/MAY | Work with Mr. Blair to frame and display student artwork for the Art Show | |
| County Fair | School | 10-15 Hours | MAY | Plan and coordinate games, food and activities as an end of the year celebration. Secure volunteers to help set up, manage and clean up various stations | The Cake Walk will need a chair and 5th Grade Parents only for Dunk Tank |
| Cultural Fair | School | 10 Hours | NOV | Coordinate participants and help plan an evening celebrating diversity in our GB community. The eveing is an opportunity for families to share and learn about various heritages, traditions and cultures | Food is allowed at this event |
| Greyhound Gathering | School | 15-20 Hours | SEPT | Plan and coordinate games, food and activities for this Fall celebration. Secure volunteers to help set up, manage and clean up various stations | This is the first major event of the school year |

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| Science Night | School | 10 Hours | MAR 15th 6-7PM | Coordinate participants for this popular evening featuring projects and ideas based in STEM | The chair works closely with Ms. Manness, our Science Lab teacher |
| 5th Grade Year End Celebration | Home and/or School | 15-20 Hours | JAN - MAY | Plan/run graduation events and coordinate activities (handprint banner, celebration breakfast, decor, t-shirts/sweatshirts) | PTO does NOT sponsor after school event (i.e. pool parties, parties in the park, etc.) |
| 5th Grade Yearbook and Video | Home and/or School | 20 Hours | Year Round (starting in 5th Grade) | Work with photo historians to prepare files for the yearbook and video montage | |

HOSPITALITY

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| GB PTO Program Name | LOCATION | TIME COMMITMENT | TIME OF YEAR | RESPONSIBILITIES | *NOTES |
| Staff Hospitality | School | 10 Hours | 3x/year (AUG, OCT, FEB) | Coordinate catering, snacks and beverages for 3 PTO-sponsored luncheons set up and clean up | Committee also provides Snacks and Beverages volunteers |
| Teacher Appreciation Week | School | 15-20 Hours (Must have daytime availability) | MAY | Plan, coordinate and execute week-long events and activities for teachers and staff during Teacher Appreciation Week in May | Committee requires 2 chairs |
| Teacher Appreciation Luncheon | School | 4-6 Hours | MAY | Host a luncheon for teachers and staff during Teacher Appreciation Week. | Works with the Teacher Appreciation Week committee |

COMMUNITY OUTREACH

| GB PTO Program Name | LOCATION | TIME COMMITMENT | TIME OF YEAR | RESPONSIBILITIES | *NOTES |
|---------------------------------|--------------------|-----------------|--------------------------------|---|---|
| Family Service Initiative | Home and School | 10-12 Hours | Ongoing and daytime | GREENBRIAR GIVES... Help to coordinate a school-wide service project scheduled for the week of 2/5 during the school day, and coordinate and plan service opportunities throughout the year. | |
| HOH 5K | Home and/or School | Flexible | | Work with other D28 representatives in the planning and preparation of the HOH 5K. | Volunteers host fun run "practices" at school to encourage kids to participate |
| School Planters | School | Flexible | 3x/Year (Fall, Winter, Spring) | Plant flowers and greenery to fill the school planters in the front and back of the building | |
| Photo Historian Chair | Home | Flexible | Year Round | Oversees and supports grade level reps to ensure photos are uploaded to database | |
| Photo Historians (K - 5th Reps) | Home and/or School | 6 - 8 Hours | Year Round | Collect photos from grade level school communication, party/field trip volunteers and ensure they are uploaded to grade level gmail account. | This role is important in ensuring photos are collected for the 5th grade year book |
| School Supplies | Home and/or School | Flexible | April 2023 August 2023 | Obtain supply requests from teachers and distribute school kit orders to classrooms before the start of school | |

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| Cheers to 28 Social Event | Home and/or School | 15-20 Hours | SEPT - JAN | Assist with planning and preparation for the District-wide Cheers to 28 event. Collaborate with other D28 representatives | This event is every other year planned for January 2024 |
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