

greenbriar.

Welcome Back to School from the Greenbriar PTO

Dear Greenbriar Parents,

Hello and welcome to the 2023-2024 school year! We are excited and committed to our goal of creating a supportive and caring community for all of our Greenbriar Greyhounds!!

Key Information for the 2023-2024 School Year:

- Your one stop shop for all things PTO is our Greenbriar Paperless PTO Website: www.GreenbriarPTO.com.
- **NEW!!** PTO Pizza Days and Greenbriar Spirit Days will be EVERY week on Tuesdays this year starting on September 5th!
- Marla's Brown Bag Lunch is our school lunch program. The link to order Marla's Brown Bag Lunch: marlaslunch.boonli.com
- **NEW!!** Get excited to show your Greenbriar spirit!!! New Spirit Wear available for purchase. Please see the QR code below!
- **NEW!!** A PTO Newsletter will be sent every Monday to your email this year!

The Following PTO Information is included in this Welcome Packet:

- | | |
|---|---|
| → PTO Back to School Checklist | → PTO Calendar |
| → PTO Meeting Dates and Times | → Marla's Brown Bag Lunch Weekly Menu and Ordering Instructions |
| → PTO Treat Day Dates | → Frequently Asked Questions about the PTO |
| → PTO Pizza and Greenbriar Spirit Day Dates | |

The Greenbriar PTO truly appreciates the efforts, support, and participation of all Greenbriar families and staff. We look forward to meeting all our new families and seeing everyone soon! Come visit us at the PTO Headquarters in the front atrium during Meet the Teacher on August 22nd from 1:00pm-3:00pm.

We thank you in advance for your support,

Lori Green & Ellen Perez
Greenbriar PTO Co-Presidents
greenbriarptonorthbrook@gmail.com

Back to School Checklist

Step 1: Login and Purchase your PTO Membership

Thank you!!!

- Greenbriar PTO Family Membership is \$30/family
- Grants you access to the Paperless PTO App which shows class lists and has the school directory!
- Suggested Donation: Please pay the Student Activity Fund, (\$25 per student) which helps pay for PTO sponsored field trips, Art Adventure cultural events, and special school events for students.

How to Login and Purchase your PTO Membership:

Visit www.GreenbriarPTO.com and click "LOGIN"

RETURNING FAMILIES: Your login will be the same as last year. Please manually update your child's teacher in Paperless PTO 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! Your account has been set up for you by our PTO team handling Paperless PTO.

Your login should be your primary email account that was used while registering your child. *There is one Paperless PTO account per family.*



*When you go to Paperless PTO for the first time, click on Forgot my Password, and you can reset your account.

For any questions on your account, please e-mail:
greenbriarptonorthbrook@gmail.com

Step 2: Purchase Back to School Items

- Click on the “FOR SALE” Tab to purchase on www.GreenbriarPTO.com

For SALE!!

PTO Pizza Days	EVERY Tuesday starting September 5th
Take Home Treat Days	See calendar for treat schedule on page 5
Birthday Signs	This fantastic fundraiser surprises your student with Greenbriar Birthday Signs in their front yard the day of their Birthday! New process this year!!
<p>NEW!! Greenbriar Spirit Wear</p> <p>WE ARE GREENBRIAR</p>	<p>Scan here to order:</p>  
Marla's Brown Bag Lunch Program	Weekly menu and directions for ordering school lunches are on pages 12-13

Step 3: Volunteer for PTO Committees

Volunteer!!!

To Volunteer, look for the PTO Sign-Up Genius on **Monday, August 14th at 5pm** in your Email!!!!

Check out the committees before the Sign-Up Genius comes out!

A complete description of committees and volunteer responsibilities can be found here:

https://docs.google.com/spreadsheets/d/1NPoH_eGTNMQK9Gr2E99yBocT4zhlw3WmSgcyOUqX_68/edit#gid=0

- Parent Volunteers are essential to the success of numerous activities and events hosted by the PTO and we want your help!
- Please consider signing up for a committee to make Greenbriar great!

Thanks for completing the PTO Back to School Checklist!

2023-2024 PTO Meeting Dates

PTO Meetings are the second Tuesday of the Month
in the Greenbriar Staff Lounge. Please join us in person or via Zoom!

September 12, 2023 @ 8:45 am

October 10, 2023 @ 8:45 am

November 14, 2023 @ 8:45 am

December 2023 – No PTO Meeting

January 16, 2024 @ 8:45 am

February 13, 2024 @ 8:45 am

March 12, 2024 @ 8:45 am

April 9, 2024 @ 8:45 am

May 14, 2024 @ 8:45 am

2023-2024 Take Home Treat Days

September 29, 2023	Greenbriar Greyhound Cupcakes (Punky Cakes)
October 27, 2023	Caramel Apples (Sunset Foods)
December 1, 2023	Cookies (Crumb! Cookies)
January 26, 2024	Bundt Cakes (Nothing Bundt Cakes)
February 23, 2024	Greyhound Cookies or Cupcakes (Deerfield Bakery)
April 5, 2024	Donuts (Joe Donuts)
May 3, 2023	Cookies and Brownies (Shookies Cookies)

2023-2024 Pizza and Greenbriar Spirit Day Dates

PTO Pizza and Greenbriar Spirit Days are **every Tuesday** of the calendar school year starting on September 5th!

2023

September 5, 2023
September 12, 2023
September 19, 2023
September 26, 2023
October 3, 2023
October 10, 2023
October 17, 2023
October 24, 2023
October 31, 2023
November 7, 2023
November 14, 2023
November 28, 2023
December 5, 2023
December 12, 2023
December 19, 2023

2024

January 9, 2024
January 16, 2024
January 23, 2024
January 30, 2024
February 6, 2024
February 13, 2024
February 20, 2024
February 27, 2024
March 5, 2024
March 12, 2024
April 2, 2024
April 9, 2024
April 16, 2024
April 23, 2024
April 30, 2024
May 7, 2024
May 14, 2024
May 21, 2024
May 28, 2024
Thursday, May 30, 2024 (Greenbriar
Packs Pizza Day and Picnics)

2023-2024 Greenbriar PTO Calendar

August

8/19	Kindergarten Playdate	10:00 - 11:00 AM
8/22	Staff Back to School Lunch Sponsored by PTO	11:30 AM -12:30 PM
8/22	Kindergarten Meet the Teacher	By teacher appointment
8/22	PTO Headquarters	1:00 - 3:00 PM
8/22	Grades 1-5 Meet the Teacher	1:30 - 2:30 PM
8/23	First Day of School (Full Day)	

September

9/1	Half Day of School (School Improvement)	Noon Dismissal
9/4	NO SCHOOL (Labor Day)	
9/5	First Pizza and Greenbriar Spirit Day!	
9/6	New Family Welcome Meeting	6:00-6:30 PM
9/6	Curriculum Night & PTO Headquarters	6:30-7:30 PM
9/8	Picture Day	
9/12	Pizza and Greenbriar Spirit Day	
9/12	PTO Meeting	8:45 AM
9/19	Pizza and Greenbriar Spirit Day	
9/20	Greyhound Gathering	5:00 - 6:30 PM
9/21	Greyhound Gathering Rain Date	
9/25	NO SCHOOL (Non Attendance Day)	
9/26	Pizza and Greenbriar Spirit Day	
9/29	Treat Day–Punky Cakes Greyhound Cupcakes	

October

10/3	Pizza and Greenbriar Spirit Day	
10/6	4th & 5th Grade Art Adventure	

10/10	PTO Meeting	8:45 AM
10/10	Pizza and Greenbriar Spirit Day	
10/11	Book Fair	4:30 - 7:30 PM
10/11	Parent Teacher Conferences	4:30 - 7:30 PM
10/11	Staff Conferences Meal Sponsored by PTO	
10/12	Half Day of School	Noon Dismissal
10/12	Parent Teacher Conferences	1:00 - 8:00 PM
10/12	Book Fair	1:00 - 7:30 PM
10/12	Staff Conferences Meal Sponsored by PTO	
10/13	NO SCHOOL	
10/17	Pizza and Greenbriar Spirit Day	
10/24	Pizza and Greenbriar Spirit Day	
10/27	Treat Day–Sunset Foods Caramel Apples	
10/31	Pizza and Greenbriar Spirit Day	
10/31	Halloween Parade & Classroom Parties	Parade Begins at 2:30 PM

November

11/3	2nd & 3rd Grade Art Adventure	
11/7	Pizza and Greenbriar Spirit Day	
11/14	Pizza and Greenbriar Spirit Day	
11/14	PTO Meeting	8:45 AM
11/20-11/24	NO SCHOOL (Thanksgiving Break)	
11/28	Pizza and Greenbriar Spirit Day	
11/30	Cultural Fair	6:00 - 7:30 PM

December

12/1	Treat Day–Crumb Cookies	
12/5	Pizza and Greenbriar Spirit Day	
12/12	Pizza and Greenbriar Spirit Day	

* NO PTO Meeting in December *

12/19	Pizza and Greenbriar Spirit Day	
12/20	Winter Festival of the Arts & PTO Cookie Walk	
12/22	Winter Classroom Parties and All School PJ Day	2:30 PM
12/25-1/5	NO SCHOOL (Winter Break)	

January

1/8	SCHOOL RESUMES	
1/9	Pizza and Greenbriar Spirit Day	
1/15	NO SCHOOL (Martin Luther King Jr. Day)	
1/16	Pizza and Greenbriar Spirit Day	
1/16	PTO Meeting	8:45 AM
1/23	Pizza and Greenbriar Spirit Day	
1/26	Kindergarten & 1st Grade Art Adventure	
1/26	Treat Day—Nothing Bundt Cakes	
1/30	Pizza and Greenbriar Spirit Day	
1/30	BINGO Night	6:00 - 7:30 PM

February

2/5-2/9	Greenbriar Gives Service Week	
2/6	Pizza and Greenbriar Spirit Day	
2/13	Pizza and Greenbriar Spirit Day	
2/13	PTO Meeting	8:45 AM
2/13	Parent Teacher Conferences	4:30 - 7:30 PM
2/13	Book Fair	4:30 - 7:30 PM
2/13	Staff Conferences Meal Sponsored by PTO	
2/14	Valentine's Day Classroom Parties	2:30 PM
2/14	Book Fair OPEN	3:30 - 4:30 PM
2/15	Half Day of School	Noon Dismissal
2/15	Parent Teacher Conferences	1:00 - 8:00 PM

2/15	Staff Conferences Meal Sponsored by PTO	
2/15	Book Fair	1:00 - 7:30 PM
2/16	NO SCHOOL (Teacher Institute Day)	
2/19	NO SCHOOL (President's Day)	
2/20	Pizza and Greenbriar Spirit Day	
2/23	Treat Day–Deerfield Bakery Greyhound Cookies and Cupcakes	
2/27	Pizza and Greenbriar Spirit Day	

March

3/5	Pizza and Greenbriar Spirit Day	
3/12	Pizza and Greenbriar Spirit Day	
3/12	PTO Meeting	8:45 AM
3/14	Science Night	6:00 - 7:00 PM
3/19	NO SCHOOL (School Improvement Day)	
3/25-3/29	NO SCHOOL (Spring Break)	

April

4/1	SCHOOL RESUMES	
4/2	Pizza and Greenbriar Spirit Day	
4/5	Treat Day–Joe Donuts	
4/9	Pizza and Greenbriar Spirit Day	
4/9	PTO Meeting	8:45 AM
4/16	Pizza and Greenbriar Spirit Day	
4/23	Pizza and Greenbriar Spirit Day	
4/25-4/26	5th Grade Musicals	
4/30	Pizza and Greenbriar Spirit Day	

May

5/3	Treat Day–Shookies Cookies	
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5/6-5/10	Staff Appreciation Week	
5/7	Pizza and Greenbriar Spirit Day	
5/9	Staff Appreciation Luncheon sponsored by PTO	
5/14	Pizza and Greenbriar Spirit Day	
5/14	Last PTO Meeting	8:45 AM
5/21	Pizza and Greenbriar Spirit Day	
5/22	County Fair	5:30 - 7:30 PM
5/23	Country Fair Rain Date	
5/27	NO SCHOOL (Memorial Day)	
5/28	Pizza and Greenbriar Spirit Day	
5/28	Field Day	
5/29	Field Day Rain Date	
5/30	Greenbriar Packs Pizza Day and Picnics	
5/31	Half Day / Last Day of School	Noon Dismissal
5/31	5th Grade Golden Folder Ceremony	10:30 AM



Welcome Back

Greenbriar's 2023-2024 Hot Lunch Program

**Online Ordering Begins 8/11/23
First Day of Lunch is Monday 8/23/23**

Vendors Rotate Weekly

<u>Monday</u> Brunch For Lunch	<u>Tuesday</u> Pizza Day	<u>Wednesday</u> Grill Day	<u>Thursday</u> Sandwich Day	<u>Friday</u> Pizza & Pasta Day
<p style="text-align: center;">Corner Bakery Cafe <i>Brunch</i></p> <p style="text-align: center;">Panera Bread <i>Brunch</i></p> <p style="text-align: center;">Smoothie Treats</p>	<p>PTO PIZZA EVERY TUESDAY with New York Slices</p>	<p style="text-align: center;">Once Upon A Grill</p> <p style="text-align: center;">Culver's <i>w/ala carte frozen Custard</i></p>	<p style="text-align: center;">Max & Bennys</p> <p style="text-align: center;">Potbelly</p>	<p style="text-align: center;">Viccino's Pizza & Pasta & Salads</p> <p style="text-align: center;">Pierro's Pizza & Pasta</p>



Welcome Back Greenbriar School

REGISTRATION WILL BEGIN ON 8/11/23

LUNCH SERVICE WILL BEGIN ON MONDAY 8/23/23

Ordering Deadline is every **TUESDAY at 12pm NOON** for the following week

NEW TO MARLAS LUNCH GET STARTED HERE:

Go to: marlaslunch.boonli.com (bookmark this page)

1. Click on Create an Account
2. Click on New to Boonli and enter One-Time School Password: **ge311** (case sensitive)
 - **IMPORTANT NOTE:** *Please enter YOUR information for the account registration and enter the STUDENT information for the profile(s)*

RETURNING FAMILIES:

Go to: marlaslunch.boonli.com (bookmark this page)

1. Sign In with your existing username & password
2. Update your Student(s) Profile
 - Click on their name, select their teacher and grade from drop down & click "update profile"
 - If a student has graduated, click on their name & click "remove profile"
3. Once all profiles are updated you can begin placing orders

PAYMENT INFORMATION: The program accepts payment by Debit Card or Credit Card: Visa, MasterCard & Discover and ACH/ECheck Program

- QUESTIONS: email marlaslunchinfo@gmail.com or call **224.269.0068**
- TECHNICAL SUPPORT (help navigating the site): email support@boonli.com or call **800.381.6511**

Thank you for participating in our school lunch program!

PTO 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 also look to support our staff and teachers throughout the year to give thanks for their amazing work. We truly appreciate and depend on all the parents and staff who volunteer their time and talents to make our PTO endeavors a success.

What is the Paperless PTO?

Paperless PTO is www.GreenbriarPTO.com!

Paperless PTO is our online application system which contains the Directory and items for sale. Most importantly, there is an App you can download to your phone! This will be your main site for all things PTO! The PTO system is where one purchases spirit wear, pizza days, treat days, birthday signs, and any PTO sponsored items. 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 access to the App you must be a PTO member and pay the \$30 dues.*

What does the PTO sponsor or organize?

- Tuesday PTO Pizza and Greenbriar Spirit Days
- Treat Days where students can pre-order special treats to take home
- Art Adventure – Grade specific programs that allow the students to learn about various artists and cultural events that take place throughout the year.
- Book Fair – Fall and Spring opportunities to expand your child's home library and add new titles to classrooms.
- Fifth Grade Yearbook and Year End activities
- Marla's Brown Bag lunch – Marla's is the lunch provider that Greenbriar uses
- Class Parties for Halloween, Winter and Valentine's Day
- Staff Appreciation–The PTO spends a large amount of time and efforts on teacher and staff recognition and support. Back to school lunches, conference lunches, grants, and so many other programs which happen throughout the year.
- Greyhound Gathering in the Fall and County Fair in the Spring are family friendly events which strengthen our school community.
- BINGO Night! Family night of fun and fundraising.
- Greenbriar Gives Service Week
- Greenbriar Spirit Wear
- And so much more!!!

How does the PTO raise money?

- PTO Family Membership dues: A portion of the **\$30.00 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 \$30 dues.
- Student Activity Fund: The PTO asks families to donate a suggested amount of **\$25 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.

- Fundraisers! Book Fairs, Spirit Wear, Marla's Lunch program, PTO Pizza lunch days, Treat Days, Birthday Signs, BINGO Night, etc.: These activities provide additional fundraising dollars in addition to being enjoyed by many families.

How do I get involved?

- Come to a PTO Meeting!! 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 join in any and all PTO meetings! ***Note:** Meetings for the 2023-2024 school year will be held in person with a zoom option for those interested.
- 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!
 - A complete description of committees and volunteer responsibilities can be found here:
 - https://docs.google.com/spreadsheets/d/1NPoH_eGTNMQK9Gr2E99yBocT4zhlw3WmSgcyOUqX_68/edit#gid=0
 - If you have any questions about any roles, please feel free to email Lori Green or Ellen Perez at the PTO email account: greenbriarptonorthbrook@gmail.com
- Volunteer for PTO sponsored activities and events: Watch for information in the Weekly PTO Newsletters sent out each Monday during the school year! We also send email blasts and post opportunities on our website: www.GreenbriarPTO.com

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 school website.
- Communications: The Greenbriar PTO will communicate primarily through the weekly PTO Newsletter, 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