



Welcome Back to School from the Greenbriar PTO!

Dear Parents,

I hope that you and your children have had a fun-filled summer and are ready for the 2018-19 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 2018-19 School Year:

- We will continue to use our PTO website www.GreenbriarPTO.com. This is your one stop shop for information, items for sale (INCLUDING PIZZA DAY and SPIRIT WEAR) and much more.
- 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
- Marla's Brown Bag will be our sole school lunch program and available 5 days a week (except for PTO Pizza Days)
- Spirit Wear will be available for purchase online. Stop by the PTO Headquarters to see item samples and for sizing.

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.

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

Maureen Ferrick
PTO President

PTO HEADQUARTERS Back to School Check List

August 21, 2018 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.

NOTE: Returning families should use their log in information from last year. New families should have received an email with instructions on how to log in for the first time from Paperless PTO. There will be computers & help available at PTO Headquarters if you have questions about Paperless PTO.

PTO Headquarters items:

- PTO membership (\$10/family)
- Class Party Fees (\$6/student)
- Free Will Fundraiser Contribution (Recommended: \$30/student) (*optional*)

Also available for purchase through our site:

PTO Pizza Day lunches

- Birthday Signs – presale pricing ends 8/21
- Spirit Wear – available for purchase - samples sizes will be available for viewing at PTO Headquarters on 8/21 between 2:00-3:00 (items will be available for purchase on the website beginning 8/21)

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/GreenbriarVolunteers>**

The Classroom Volunteer Form is an ONLINE ONLY form this year.

3. Complete the BLOCK PARENT FORM

<https://tinyurl.com/greenbriarblockparent2018>

Block Parent Day is Friday, September 8th. The Block Parent Form is an ONLINE ONLY form this year. Follow the link for more information and to become a Block Parent.

4. Volunteer for PTO COMMITTEES **[2018-19 Committee SignUpGenius](#)**

Without volunteers, many activities and events cannot take place. 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**

Deadline to order for the first week of school is Tuesday, August 14 at 12 noon.
Below are the instructions:

<https://tinyurl.com/marlaslunch2018>

Lunches are available for purchase 5 days a week (except for PTO Pizza Days) through NEW! Lunch ordering deadline has been extended to Tuesday at **12 Noon** for the following week.

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

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

6. Volunteer to help serve Pizza Lunch (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. There are many ways to volunteer at Greenbriar - please ask about volunteer opportunities!

<https://m.signupgenius.com/#!/showSignUp/20F0D4DAEAD2EA5FB6-greenbriar>

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 21st, 2:00-3:00** in the Greenbriar Gym to learn about:

Spirit Wear- See our new Spirit Wear items -Get info on how to order online. (Online orders only this year).

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 21st.**

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 day time and night time activities and events.

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?

*All School Artist in Residence – Every few years the students participate in an Artist in Residence program.

*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 Parties – The PTO provides a \$2 supplement per child which is combined with the Class Party Fee contributed by parents.

*PTO Pizza & Spirit Lunch Days – We will be providing pizza lunch approximately twice a month on Thursdays. Ordering Pizza lunch will be done through Paperless PTO. See calendar for pizza lunch 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 **\$10.00 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 \$10 dues. PTO also helps Greenbriar families in need, donates to district-wide scholarships, provides gifts to retiring faculty, pays for Science Night, Family Evenings, 5th Grade Celebrations, Field Trips, and many other valued programs and needed activities.

*Free Will Fundraiser: The PTO uses Free Will Fundraising. The PTO asks families to donate a suggested amount of **\$30 per child**, rather than engaging in many large fundraisers. This direct donation program provided almost 40% of our fundraising budget last year. By adding your contribution during the Online Checkout, 100% of your donation goes directly to funding PTO programs. Company matches are also welcome. While the suggested donation of \$30 per child is greatly appreciated, any amount is welcome and valued!

*Book Fairs, Box Tops, 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.

*District 28 Winter Bash – A Parents Night Out Fundraiser ****New this year!!****
Come join your friends from Greenbriar, Meadowbrook, Westmoor and Northbrook Junior High. There will be an open bar, nibbles and dessert. The money raised will go towards teacher grants in all of our district 28 schools. Come and support the Teachers! Stay tuned for more details on this highly anticipated event!

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! ****New this year**** two evening PTO meetings to accommodate our working parents.

*VOLUNTEER FOR COMMITTEES: The PTO is only as strong as it's 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/10c0848abad23aaf49-20182019>

If you have any questions about any roles, please contact us via the contact us form found on www.GreenbriarPTO.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

2018-19 PTO Meeting Dates

PTO MEETINGS

Meetings are held in the Greenbriar Staff Lounge

Please note – October and March meetings will be in the evening

September 11, 2018 @ 8:45 am

October 9th, 2018 @ 6:30-7:30 pm

November 13, 2018 @8:45 am

December 2018 – No PTO Meeting

January 15, 2019 @ 8:45 am

February 12, 2019 @ 8:45 am

March 5, 2019 @ 6:30-7:30 pm

April 10, 2019 @ 8:45 am

May 8, 2019 @ 8:45 am