

The Greenbriar Parent Teacher Organization offers numerous volunteer opportunities for you to work with both the Staff and Students at the school. Below is an overview of the various committees and events supported through the PTO. If you are interested in volunteering, please go to our SignUpGenius Page to sign up now or contact Presidents, Kim Yen and Marie Junkman at greenbriarptonorthbrook@gmail.com, for more information.

FUNDRAISING/FINANCE

| GB PTO Program Name | Work @ Home or School | Time Commitment | Time of Year | Volunteer Responsibilities |
|---|------------------------------|----------------------------------|--------------------------------------|--|
| Book Fair | School | 8-10 Hours | 2 events/Year (Fall/Spring) | Coordinate, set-up and help staff 2 school-wide book fairs with outside vendor. |
| Dairy Queen Blizzards/ Nothing Bundt Cakes | School | 2 hours/once a month. | Year Round | Coordinate and/or serve blizzard treats from Dairy Queen and Nothing Bundt Cakes. |
| Gift Card Plus | Home &/or School | Flexible based upon availability | 3X/Year (Fall, Holiday, End of Year) | Distribute order forms, collect and organize orders then deliver gift cards to participants. |
| Pizza Day | School | 2 hours/2X a month. | Year Round | Coordinate and/or serve pizza lunch from New York Slice. |
| Spirit Wear | Home &/or School | 4 - 6 Hours | Year Round | Collect, submit and distribute orders for Greenbriar spirit wear. |
| Teacher Raffle | Home & School | 10-15 Hours | SEPT (Greyhound Gathering) | Coordinate and organize teacher and staff experiences for students to bid on during the Greyhound Gathering. |

HOSPITALITY

| GB PTO Program Name | Work @ Home or School | Time Commitment | Time of Year | Volunteer Responsibilities |
|--|-----------------------|--|------------------------------|---|
| Hospitality Snacks and Beverages | Home | Flexible based upon availability | 4X/Year | Provide snacks, treats and beverages for various staff and teacher luncheons and PTO-sponsored events. |
| Birthday Signs | Home | Flexible based upon availability | Year Round | Help distribute and set up lawn signs for a child on their birthday. |
| Cookie Walk | School | 4 Hours | DEC | Obtain bakers, distribute boxes and run cookie walk sales during Winter Sing (1 st – 4 th Grade). |
| Staff Appreciation Week | School | 15-20 Hours (Must have daytime availability) | MAY | Plan, coordinate and execute week-long events and activities for Greenbriar teachers and staff during Staff Appreciation Week in May. |
| Back to School and Parent Teacher Luncheons | School | 10 Hours | 4X/Year (AUG, OCT, FEB, MAY) | Coordinate caterers/vendors and snacks for 4 PTO-Sponsored luncheons. |

COMMUNITY AFFAIRS

| GB PTO Program Name | Work @ Home or School | Time Commitment | Time of Year | Volunteer Responsibilities |
|---|-----------------------|----------------------------------|-----------------|---|
| Family Service Night | School | 8-10 Hours | FEB | Plan and coordinate an evening event that encourages volunteerism and community service. |
| HOH 5K | Home &/or School | Flexible based upon availability | MAY | Assist with HOH 5K planning and preparation and collaborate with other District 28 representatives. |
| Photo Historian Chair | Home | Flexible based upon availability | Year Round | Oversees and supports grade level reps to ensure photos are uploaded to database. |
| Photo Historians (K-5th Reps) | Home &/or School | 4 - 6 Hours | Year Round | Collect photos from your grade and ensure photos are uploaded to the database. Rolling commitment--follow your grade level through 5th grade. |
| Planters | School | Flexible based upon availability | 3X/Year | Maintain and fill the school planters in front of the building. |
| School Supplies | Home &/or School | Flexible based upon availability | APR/MAY and AUG | Obtain supply requests from teachers and distribute orders before the start of school. |

ENRICHMENT AND EVENT

| GB PTO Program Name | Work @ Home or School | Time Commitment | Time of Year | Volunteer Responsibilities |
|---|-----------------------|--------------------------------|-----------------------------|---|
| Art Adventure | School | 15-20 Hours | 2 events/Year (Fall/Spring) | Coordinate volunteers for both classroom lessons and cultural events, check inventory for kit boxes, set-up cultural events. |
| Artist in Residence Selection Committee | Home &/or School | 10 Hours | Year Round | Collaborate with Mr. Blair and Mr. Bartunek to select candidates for an immersive Artist in Residence experience. |
| Art Show | School | 15-20 Hours | MAY | Work with Mr. Blair to display student artwork for viewing at the Open House. |
| Cheers to 28 Social Event | Home &/or School | 15-20 Hours | SEPT - JAN | Assist with planning and preparation for the District-wide Cheers to 28 event and collaborate with other school representatives. |
| County Fair | School | 15-20 Hours | MAY | Plan and Coordinate games, food and activities for this End of the Year celebration. Secure volunteers to help set-up, manage and clean-up various stations. |
| Cultural Fair | School | 10 Hours | NOV | Coordinate participants and help plan an evening celebrating diversity in our Greenbriar community. The evening is an opportunity for families to share their heritage, traditions and culture. |
| Greyhound Gathering | School | 15-20 Hours | SEPT | Plan and Coordinate games, food and activities for this Fall Festival. Secure volunteers to help set-up, manage and clean-up various stations. |
| Science Night | School | 10 Hours | MAR | Coordinate participants for this popular evening featuring projects and ideas based in STEM. |
| 5th Grade Year End (Celebration, Yearbook, Video) | Home &/or School | Flexible based on availability | JAN-MAY | Plan/run graduation events (celebration, t-shirts, décor and handprint banner). Work with photo historian to prepare files for yearbook and video montage. |

