



2018-2019 PTO

Welcome Letter

Dear Pen Ryn Families,

On behalf of the Pen Ryn PTO, we would like to welcome all new and returning families to the 2018/2019 school year. We hope everyone is enjoying what's left of their summer and looking forward to returning to school in September. Over the past two months, school administrators and the PTO Executive Board have been busy organizing and planning many fun and exciting opportunities for our students. We are excited to be able to share our school year's calendar of events with you and to review a few logistical changes from previous years.

This year, we will continue to utilize Sign-Up-Genius for coordination of volunteer efforts. However, as opposed to previous years, all events will be "live" and available for volunteer sign-up right from the beginning of the school year. Also, a volunteer may adjust their sign-up, as they see fit, as often as they like up to 10 days prior to the event. Once within this 10-day window, the volunteer becomes "locked" into their assignment. At which time, if unable to fulfill their obligation, it is the volunteer's responsibility to find their replacement. However, in the case of an absolute emergency, the PTO President or Head of School can be contacted for relief. In years past, one of the primary complaints surrounding Sign-Up-Genius has been that it's not "personal" enough. In hopes of remedying this criticism, this year, we are requiring each of our committee chairpersons to touch base via telephone with each of the volunteers listed on Genius within seven days of the event. To this end, all volunteers will be required to provide a phone number when signing up.

PTO general assembly meetings will be held every other month starting in September as opposed to monthly as in previous years. Also, the 5:30PM time slot has been eliminated due to a history of poor attendance. Those months where there is no meeting scheduled, a PTO Newsletter will be distributed. The scheduled date and time of each meeting for the coming school year is as follows: Monday, September 17 @ 3:30PM, Thursday, November 15 @ 7:00PM, Wednesday, January 16 @ 3:30PM, Tuesday, March 19 @ 7:00PM and Wednesday, May 22 @ 3:30PM. And as always, attendance at all PTO meetings counts towards a family's 25 hour volunteer requirement.

As noted on the Family Information Form (enclosed), chaperones on all class/field trips will now be credited with two hours towards our school's mandatory 25 volunteer hour obligation regardless of the actual length of the trip. This change has been implemented due to the length of many of the trips offered here at Pen Ryn and in the interest of keeping the requirement fair for all families. Please remember, that in order to be eligible to chaperone a field trip, each volunteer must have a copy of both security clearances on file in the school's office.



2018-2019 PTO

PTO Membership Dues

And finally, in support of our efforts to continually enrichen the lives of all Pen Ryn students; **PLEASE** consider sending in your PTO dues (\$20.00 per family) to the school office. When doing so, please enclose a check, made payable to the Pen Ryn PTO, or cash along with the completed form below. For convenience, payments can also be submitted via PayPal. If using PayPal, please use the following email address, ptotreasurer@penryn.org. All families who have payed their PTO dues by **SEPTEMBER 10th**, will be entered into a drawing to win one (1) free slice of pizza each Friday for the entire school year starting September 28th!!! The winner will be drawn at the Ice Cream Social on Friday, September 21st!

Thank you in advance for your support.

Sincerely,

David and Bernadette Leidich

David and Bernadette Leidich
Pen Ryn PTO Co-Presidents

~~~~~

### PTO MEMBERSHIP DUES 2018-2019

**Family Name:** \_\_\_\_\_  
**Child's Name/Grade:** \_\_\_\_\_  
**Child's Name/Grade:** \_\_\_\_\_  
**Child's Name/Grade:** \_\_\_\_\_

**Enclosed is my payment for \$20 to support the Pen Ryn PTO.**

- Check -- Please make checks payable to Pen Ryn PTO



-  -- Payment submitted via PayPal: [ptotreasurer@penryn.org](mailto:ptotreasurer@penryn.org)

- Cash

Thank you!