



2019-2020 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 2019/2020 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 events for our students. We are excited to share our school year's calendar of events with you and review a few recent changes.

This year, we will continue to utilize Sign-Up-Genius for coordination of volunteer efforts. All events will be "live" and available for volunteer sign-up starting on September 3rd, Meet your Teacher Day. A link to all Genius events will be forwarded to each email address provided on the Family Information Form (enclosed.) Like last year, a volunteer may adjust their sign-up, as they see fit, as often as they like up to 7 days prior to the event. Once within this 7-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 should be contacted and advised. 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 three days of the event. To this end, all volunteers will be required to provide a phone number when signing up.

The same as last school year, our PTO general assembly meetings will be held every other month starting in September. 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 16 @ 7:00PM, Thursday, November 14 @ 3:30PM, Wednesday, January 15 @ 3:30PM, Monday, March 23 @ 3:30PM and Tuesday, May 19 @ 7:00PM. 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 be credited with two hours towards our school's mandatory 25 volunteer hour obligation regardless of the actual length of the trip. This change was implemented due to the length of many of the trips offered here at Pen Ryn and in the interest of keeping the volunteer 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 front office.



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PTO Membership Dues

And finally, in support of our efforts to continually enrich the lives of all Pen Ryn students, **PLEASE** send in your 2019/20 PTO dues (\$25.00 per family) to the school office at your earliest convenience. 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 paid their PTO dues by **SEPTEMBER 13th**, will be entered into a drawing to win a \$100 lunch credit. The winner will be drawn at the Ice Cream Social on Friday, September 20th!

Thank you in advance for your support.

Sincerely,

David and Bernadette Leidich

David and Bernadette Leidich
Pen Ryn PTO Co-Presidents

PTO MEMBERSHIP DUES 2019-2020

Family Name: _____

Child's Name/Grade: _____

Child's Name/Grade: _____

Child's Name/Grade: _____

Enclosed is my payment for \$25 to support the Pen Ryn PTO.

Check -- Please make checks payable to Pen Ryn PTO



 -- Payment submitted via PayPal: ptotreasurer@penryn.org

Cash

Thank you!