

Arts In Education	Responsible for previewing and planning enrichments program for our students.
Back to School BBQ	Organize a 1-day event which takes place at Birch Lane after school house in September. This event includes fun outdoor activities for the students as well as food (hamburgers/hotdogs)..
Boys Birch Bowling	Coordinating a bowling event at our local bowling alley in March.
Birch Log	This is an informational newsletter that comes out twice a year giving the parents a look at what's been going on at Birch Lane. Includes brief descriptions of an event with photos alongside. It is distributed electronically.
Birch Twig	This is an informational newsletter with the monthly calendar on the back. It is distributed on a monthly basis and gives committee news to the parents at Birch Lane. Newsletter distributed electronically.
BIRCHO Night	Responsible for coordination our annual Bingo Night.
Blood Drive	Responsible for organizing a one-day drive which includes coordinating schedule of donors with the help of class parents.
Board of Education Rep	Attend School Board meetings typically the 1 st and 4 rd Thursday of each month held at Massapequa High School. Bring back information to share at the Birch Lane PTA meetings
Book Fair	Set up and run 2 Scholastic Book Fair. The Mini Book Fair held in January (one night) and the Main Book Fair held in March (4 days).
Box Top	Collect, sort and submit Box Top for Rebate.
Bulletin Board	Decorates and sets up PTA bulletin board in the lobby of upcoming events.
Council Delegate	Attend Council Meetings held the Monday of each month and bring back information to share at the Birch Lane PTA meetings.
Curriculum	Responsible for keeping abreast of issues such as curriculum, textbooks, grading, other student related activities. Attend meetings where curriculum is discussed.

Fall Fundraiser	Arrange and organize a night of fun, maybe comedy club, paint night, etc. with raffle baskets as well as 50/50. This is a fundraising event for the PTA and is held in October/November.
Family Fun	Organize and arrange 1 or 2 family fun events at Birch Lane.
Family Life	Works in conjunction with the health, safety and juvenile protections committees to help plan effective programs for PTA meetings.
Field Day	Organize a 1-day event which takes place at Birch Lane during school house in June. This event includes fun outdoor activities for the students as well as lunch and ices.
Holiday Fair	Set up and run a week-long holiday fair. Shop for items at our vendor in July and Holiday Fair takes place in December.
Hospitality	Coordinates refreshments for PTA meetings and other events as well as assists with a few breakfast and luncheon given to the Birch Lane staff.
JR/Sr Rep	Preferable someone who is serving on Jr/Sr PTA. Attends monthly meetings and bring back information to share at the Birch Lane PTA meetings.
Kindergarten Orientation	Work with the principal in organizing Kindergarten Orientation held in May at Birch Lane.
Little Ladies Dance	Coordinating a dance for the girls of Birch Lane held at Berner Middle School in May.
Membership	Use PTA publications to aid in recruiting members. Be available at various school functions to promote PTA membership.
PARP	Parents as Reading Partners is a program designed to encourage reading and other literacy-based activities in the home through PTA program activities. It focuses on parents/caregivers/other adults reading with a child outside the school setting.
Pasta Night	Coordination our annual Pasta Night held at Berner Middle School in February.
Picture Day	Organize a 2-day picture day for students and staff and takes place in October.
Plant Sale (Fall/Spring)	Organize a 2-day plant sale. Fall sale takes place in October and Spring sale takes place in May before Mother's Day.

Reflections	Reflections is a National PTA cultural arts program that encourages student to express their thoughts and feelings through creative arts. The committee must gather and distribute information providing about the program, coordinate entries from the student, arrange judgment and awards ceremony.
School Store	Organize, stock and run school store, 1 day a week during recess.
School Supply Kit	Organize and arrange pickup of school supply kits.
SEPTA Rep	Special Education PTA focuses on the needs of children and youth services through different program and services usually beyond the typical school setting. Responsible in bringing back information to share at the Birch Lane PTA meetings.
Spring Fundraiser	Arrange and organize a night of fun at a reception hall, raffle baskets as well as 50/50. This is a fundraising event for the PTA and is held in March.
Sprit Wear	Pick out items and logo designs to increase school spirit. Work closely with the vendor approved by PTA Board.
Website Administrator	Responsible for keeping the Birch Lane PTA website updated