

TEAM MEETINGS

Remember that this ministry works well with a “team” mentality so that all the participants, i.e. teacher, directors, snack coordinators, helpers, child care workers, will have a sense of ownership.

At least twice a semester you should have team meetings where you gather all of these people together, especially the teachers. The first one should be about a week before classes start. Having it on the same day and time as your classes will be is good. The second one should be about half-way through the semester. Sometimes meeting immediately after church (and serving lunch) is a good way to do it.

At these meetings you should include the following:

Food – well fed people are happier people

Ice Breaker: something fun that helps everyone to get to know everyone

Scheduling: go over all the dates for classes, breaks, special events, etc...

Administrative Necessities

Enrichment Training

Planning of upcoming special events

A time for each teacher to share with the group what is happening in their classroom

A time for teachers to ask for help in solving specific problems/concerns

A time for classroom teachers to be able to plan together just for their classroom

PRAISE and ENCOURAGEMENT

PRAYER

Try to make it as easy as possible for your volunteers to attend. Serving lunch or dinner is always helpful. Include their spouses (but not their children) if that is helpful.

Remember that “ownership” is the goal. If your teachers only come in and teach each week and never really interact with you and other teachers, they will feel like they are in a vacuum and will have no sense of connection to the rest of the group.