

State College Presbyterian Church Education Ministry Unit 2013-14



About EMU

The Education Ministry Unit (EMU) of the State College Presbyterian Church is charged by Session to develop, promote, coordinate, and supervise the total Christian Education program of the church in cooperation with the Director of Christian Education.

EMU has two functioning committees: Children and Youth and Adult Education. Staff (i.e., the Director of Education and Program) and at least one Elder from each committee meets quarterly to coordinate programs, address space needs, and plan the budget.

Recently, EMU membership is comprised of:

- Director Education and Program, ex officio member
- Sunday School Superintendent
- Session representative(s)
- Director, Stay and Play Preschool
- Stay and Play Preschool Advisory Team representative
- FISH Director or appointed proxy
- FISH Support Team member
- LOGOS Director
- Childcare coordinator
- Deacons representative

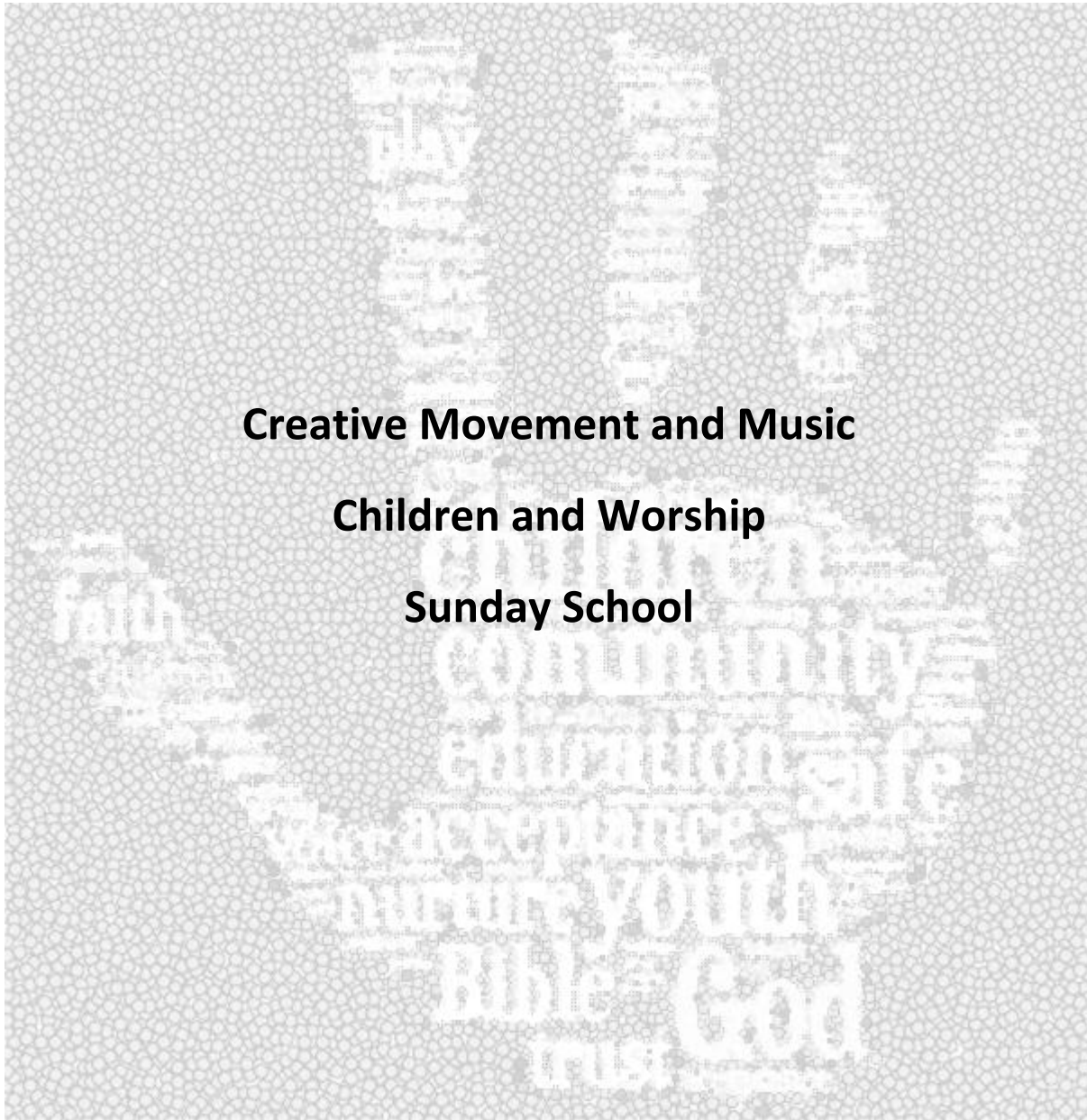
Adult Education is planned for and carried out by the Adult Education Chairperson and a committee.

EMU is responsible for, but not limited to Sunday school, Summer programming, LOGOS, F.I.S.H., Stay and Play, child care, and other, often seasonal, events. A brief description of each is included in the pages that follow. In addition, EMU utilizes an event calendar, a calendar of tasks, and a regular meeting schedule and agenda to guide its work throughout the program year. Templates for those are included as well.

ABOUT THE COVER

In January 2013, EMU members discussed and shared their vision for the children and youth of State College Presbyterian Church. The cover image reflects that vision.

Sunday Morning Programs



Creative Movement and Music

Group/program description (including target age)
<p>Pre School aged children, 3 years old - Kindergarten</p> <p>This program is held during the 2nd half of worship for those children who are not quite able to sit for that long in a service. They leave after the Children's Time/Message during the 9 am service. Children are escorted downstairs and meet in Westminster Hall with their leaders. They sing and dance until Sunday School teachers come to get them just prior to 10am.</p>
Curriculum and/or philosophy
<p>This class uses Preschool-friendly music and gets the children up and moving. This type of activity gets the wiggles out. They sing songs with hand motions, play with beanbags, and sit on carpet squares, etc. Some of the songs are Christian, but not all.</p>
Leadership
<p>There is a leader, an LIT (Leader In Training), and a caregiver leader (whom the children know from childcare rooms).</p>
Meeting time(s)
<p>Sunday mornings from September through the end of May Approximately 9:20am</p>
Budget management
<p>Small line item.—Any purchases are made by the Director of Education and Program.</p>

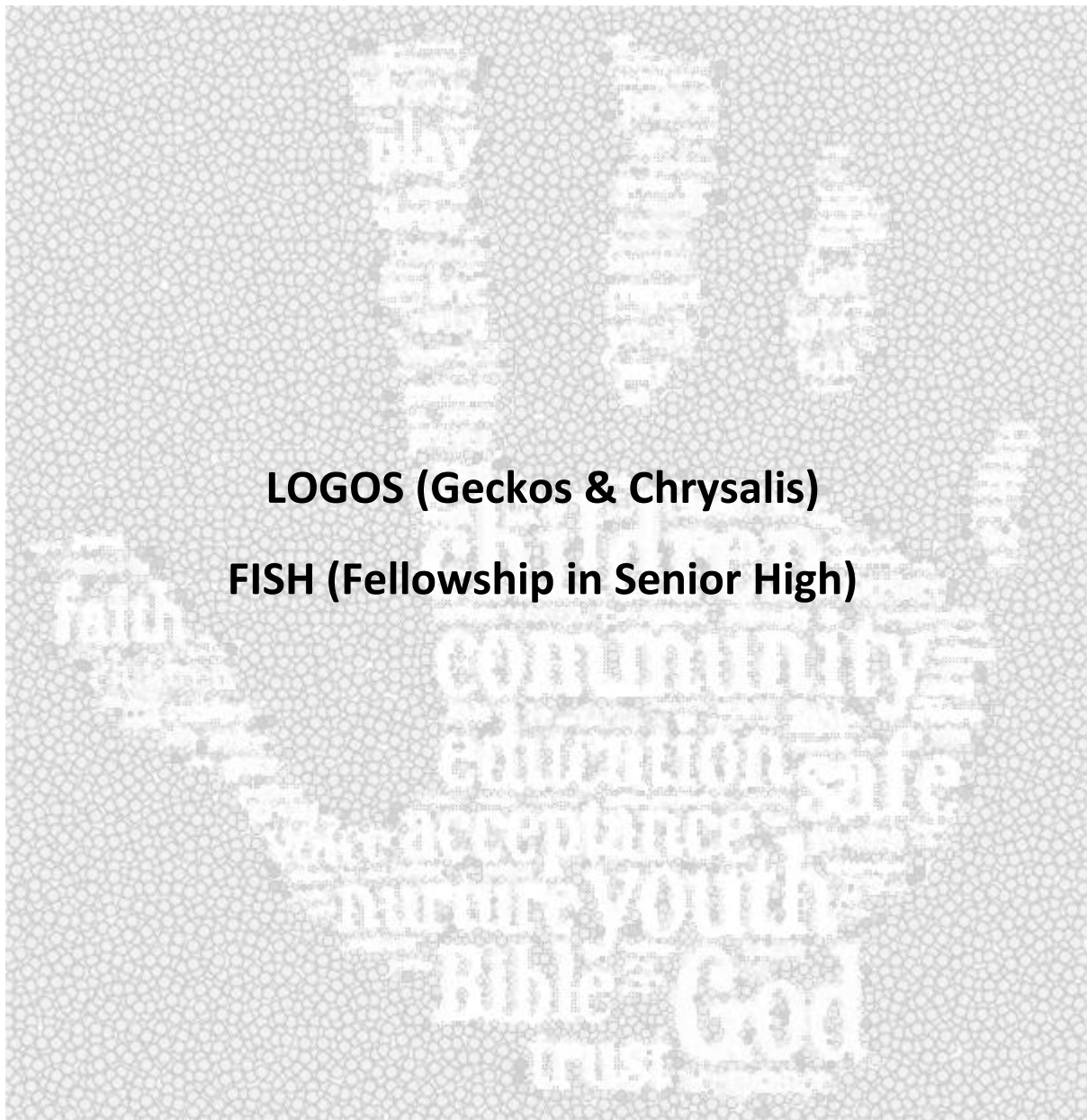
Children and Worship

Group/program description (including target age)
<p>First and Second Graders</p> <p>This program is held during the 2nd half of worship for those children who are not quite able to sit for that long in a service. They leave after the Children's Time/Message during the 9 am service. They go downstairs and meet in Room 11 with their leaders. They have their class until 10 am, when the Sunday School teachers come to get them.</p>
Curriculum and/or philosophy
<p>This class uses The <i>Godly Play</i> curriculum, Book 1: "Young Children and Worship," and alternate years with Book 2: "Following Jesus." This program is taught by storytelling using wooden figures, houses, felt landscapes, and more. <i>Godly Play</i> techniques are used in teaching. It is a neat way to teach the Bible, and it is very different from our Sunday School program.</p>
Leadership
<p>There is a team of leaders who teach/rotate.</p>
Meeting time(s)
<p>Sunday mornings from September through the end of May Approximately 9:20am</p>
Budget management
<p>Small line item.—Any purchases are made by the Director of Education and Program.</p>

Sunday School

Group/program description (including target age)
<p>The Sunday School program targets children ages Kindergarten through 12th grade. The number of Sunday School classes varies depending on the number of regularly attending children, but there is typically a class for each age group at the primary level, a middle school class, and a high school class.</p>
Curriculum and/or philosophy
<p>The Sunday School program uses <i>We Believe</i> (PCUSA) and <i>Covenant People – Old Testament/New Testament</i>, <i>The Wired Word</i>, and sometimes movies for youth to discuss.</p>
Leadership
<p>Each Sunday school class is taught by a team of volunteer teachers, led by Coordinators, a Superintendent, and our staff Educator.</p>
Meeting time(s)
<p>The Sunday School program consists of classes for all ages of children and youth on Sunday mornings from 10 am – 11 am, between our two worship services. This schedule runs from Sept. – May.</p> <p>During the summer months we offer Sunday School to children ages 4 – 2nd Grade for 40 minutes (after the children’s time) because it meets <i>during</i> the 10 am worship service.</p>
Budget management
<p>Budgets for all Sunday School programs are connected through EMU, and advised/monitored by Educator/EMU/EMU chairperson.</p>

Mid-Week Programs



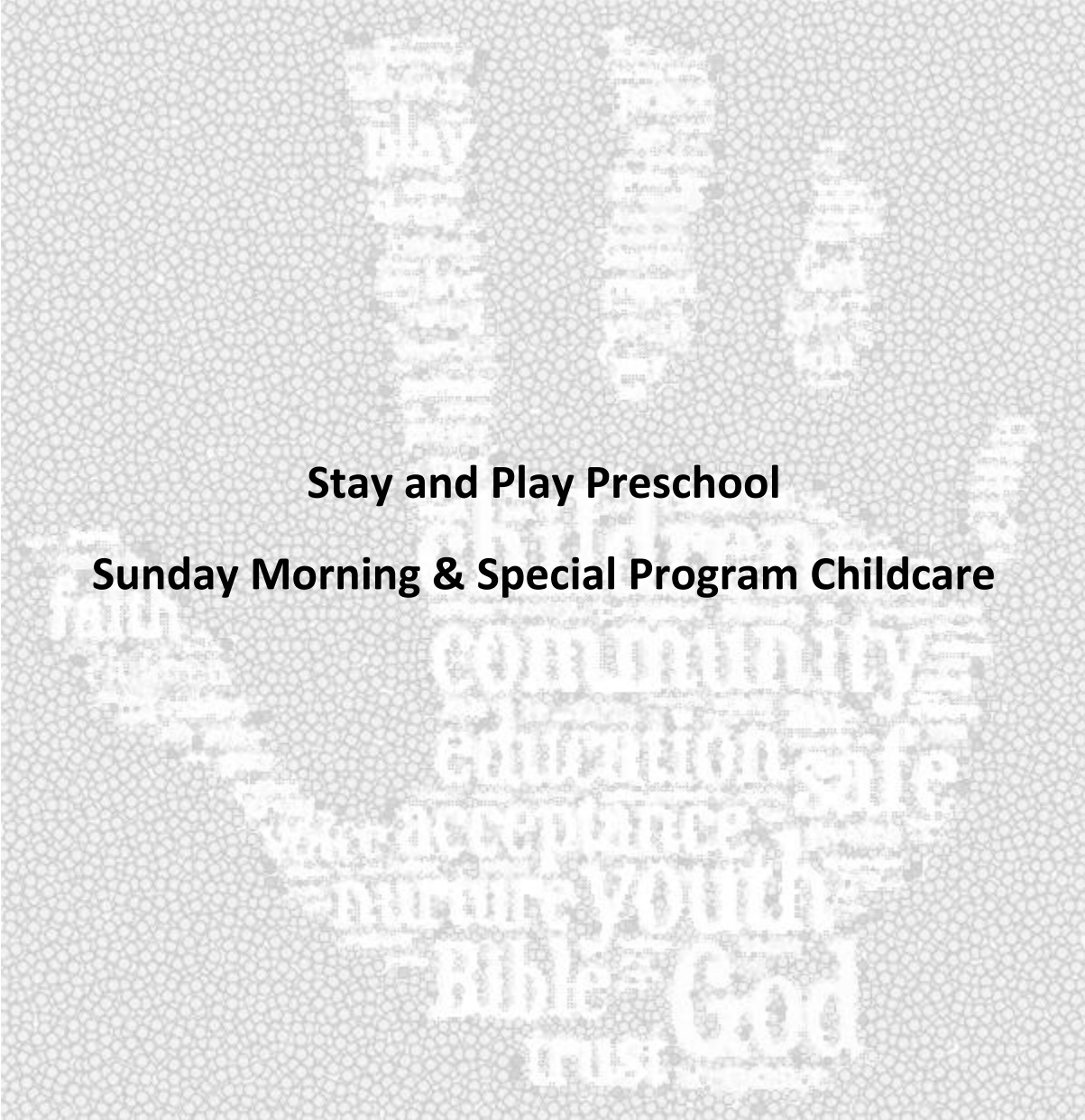
LOGOS (Geckos & Chrysalis)

Group/program description (including target age)
<p>GECKOS, Grades 1 – 5 Chrysalis, Grades 6 – 8</p> <p>LOGOS is a mid-week program consisting of four parts. We have Bible Time, Activity Time, Family Time, and Worship Skills. The children and youth rotate through all four parts each Tuesday. Adults lead the children through the rotations.</p> <p>The GECKOS end the evening in Family Time sitting with Table Parents in the Social Hall.</p> <p>The Chrysalis group has dinner at the same time GECKOS do, but they move on to activities and their own Bible time and end at 8pm.</p>
Curriculum and/or philosophy
<p>All youth and children participate in all four parts of the LOGOS program every week. The four parts are designed to create an arena in which everyone can practice, through their relationships, the theological concepts learned in Bible Study.</p> <p>The four parts are designed to reflect the life of the early church as expressed in Acts 2: 42: “They devoted themselves to the apostles’ teaching and fellowship, to the breaking of bread and the prayers.”</p> <p>We use <i>Faith For Life 2</i> for the elementary children in Bible Time.</p>
Leadership
<p>There is a Director, Assistant Director, Treasurer, and Coordinators for each of the four parts, plus kitchen crews, and special events.</p> <p>For LOGOS to be successful, parents of children and youth in the program MUST volunteer. Pastor participation makes a positive difference as well. Also, there are 3 staff associated with the LOGOS program. The Director of Education, the Director of Music, and our Program Associate who works with Chrysalis and College Age.</p>
Meeting time(s)
Tuesdays during the school year, GECKOS (4 pm – 7pm); Chrysalis (5pm – 8pm)
Budget management
Our Assistant Director is also the treasurer of LOGOS.

FISH (Fellowship in Senior High)

Group/program description (including target age)
<p>This is a program that has been an active part of the community & supported by the congregation for over 30 years! It is a mid-week program for high school age youth and a team of leader/mentors. The group meets together for dinner, singing, announcements, small group discussion and large group closing circle. FISH also has two weekend retreats, one weeklong year end trip to Assateague Island; a weeklong mission trip and several special events over the program year (early September to end of June).</p>
Curriculum and/or philosophy
<p style="text-align: center;"><i>FISH is an open and all-inclusive community where everyone is safe to come as they are and grow in love.</i></p> <p>The above statement is a welcome statement that was adopted by FISH several years ago and sums up best the philosophy of FISH. While FISH is supported by SCPC, the majority of kids in FISH are not from church member families. FISH is radically inclusive and encourages safe exploration and honest expression of who one is and what one cares about. Formal/commercial curriculum is rarely used for FISH small group discussion. Instead, weekly programs are crafted by topic and written up by leaders for leaders.</p>
Leadership
<p>FISH relies heavily on the intergenerational dynamic that is intentionally created by having a wide age range of adults working directly and respectfully on behalf of and alongside the youth. There is a good deal of work and decision making that is done by the leader team, there is also a balance of consulting with and equipping the youth to practice leadership as well.</p> <p>There is a paid, part-time FISH Director and 15-20 adult volunteers who serve on the FISH leadership team. The leadership team works in smaller groups throughout the year to execute specific programs, retreats, events & projects.</p>
Meeting time(s)
<p>FISH meets regularly on Wednesday nights. The kids begin gathering in the building soon after school is out, dinner is at 6pm and the evening ends around 8:30. The other events are as scheduled throughout the year.</p>
Budget management
<p>The budget is directly managed by the FISH Director and a subgroup of the leadership team and is found in the SCPC operating budget with the Education Ministry Unit's budget.</p>

Childcare



Stay and Play Preschool

Group/program description (including target age)
<p><u>5 morning classes</u>: 1- (max of 9/day) 1 year olds, 1 – (max of 9/day) 2 year olds, 1- (max of 14/day) 3 year olds, 2 – 4 year old classes (1 class max 11/day) meets only MWF, 2nd class max 14/day). 1's&2's can attend 2 or 3 days/wk while 3's&4's can attend 2, 3 or 5 days/week.</p> <p><u>1 afternoon class</u> – (max of 14) 3 & 4 year olds</p> <p>Church & non-church members attend.</p>
Curriculum and/or philosophy
<p>Curriculum is teacher created based on PA Early Learning Standards to incorporate the many areas of learning. It is theme based weekly or monthly (or both) and is designed to meet the needs of group and individual students.</p> <p><u>Mission Statement:</u> <i>Stay and Play provides a preschool and childcare program where both children and adults feel loved, supported and empowered in an environment of compassion, respect and trust. Each child at Stay and Play is treated as a unique creation and is nurtured in his/her diversity and individuality.</i></p>
Leadership
<p>Director of Education and Program is the supervisor to the Director of S&P. The director & assistant director manage the program overall. Each class has a Lead Teacher and an Assistant Teacher. The Advisory Team provides support and guidance for the day-to-day operations of the program.</p>
Meeting time(s)
<p>Early morning drop-off starts at 8:30am. Classes run M-F 9am-12 pm & afternoon class is 12:00-2:45pm. Advisory Team meets the 2nd Monday of the month at 7pm. Staff have meetings the 1st Tuesday of the month.</p>
Budget management
<p>Budget is approved by EMU but created and monitored by the S&P director, with major concerns/issues/purchases being reviewed by the Advisory Team as need be. The director consults with a representative(s) of the Finance Committee regarding the budget as well. Budget is separate from church budget. The program is tuition funded.</p>

Sunday Morning and Special Program Childcare

Group/program description (including target age)
Childcare is provided for our youngest children while their parents attend worship services and other church programs. Infants to children four to five years old are cared for by paid staff (and volunteers as needed).
Curriculum and/or philosophy
Every child deserves the love and care of responsible and kind adults. The very young children who attend SCPC will get an early impression of Jesus' love for all of us during their time in the Nursery and Toddler Rooms. These children will ideally continue to attend church and Sunday School and make Jesus the center of their lives as they grow.
Leadership
Under EMU and the Director of Christian Education, a childcare coordinator ensures the staffing of qualified caregivers for all appropriate church programs along with the regular Sunday morning worship services and Sunday School.
Meeting time(s)
The childcare coordinator schedules occasional caregiver training sessions as needed in order to review our childcare policies and procedures.
Budget management
EMU - Childcare budget

EMU Event Calendar

Program Year: _____

Purpose: This template can be used and maintained annually to enter specific dates for specific events.

January	
Sunday School Teacher Luncheon	
February	
Stay and Play open house	
FISH spaghetti dinner	
Confirmation class begins	
March	
FISH Mission trip	
Geckos host kindergartners at Tuesday program	
April	
LOGOS Musical	
Confirmation retreat	
May	
Christian Education Sunday	
2 nd grade Bibles distributed	
Confirmation Sunday	
June	
FISH worship service	
FISH to Assateague	
Summer Sunday School begins	
July	
Church picnic	
August	
Sunday School teacher's orientation and dessert	
Goal budget due to FAMU	

September	
Christian Education/ Installation Sunday	
LOGOS program year kickoff	
FISH program year kickoff	
Sunday School begins	
October	
November	
December	
Birthday party for Jesus	
EMU report due	

EMU Calendar of Tasks

Revised: 15-Jan-14

Purpose: This document serves to outline the tasks that EMU handles each year according to the month that they are typically addressed. Other tasks will come throughout the year beyond this list.

January <ul style="list-style-type: none"> • SS Teacher's Training and Lunch, include college age in lunch • Review final budgets • Confirmation Bibles 	February <ul style="list-style-type: none"> • Begin prep for summer Sunday school 	March <ul style="list-style-type: none"> • Prep for Christian Education Sunday, call for lists of volunteers • Begin call for SS for next year
April <ul style="list-style-type: none"> • Wrapping up regular school year programs share final calendar dates • Begin review of candidates for McGeary Funds • SS Thank you gift planning • 2nd Grade Bibles 	May <ul style="list-style-type: none"> • CE recognition Sunday • Call for next year SS teachers • Confirmation Sunday • Call for program budgets 	June <ul style="list-style-type: none"> • Call SS for next year • Review and determine plan to disperse available McGeary funds • Plan for SS Teacher's Orientation and dessert
July <ul style="list-style-type: none"> • Plan for restart of regular school year program start 	August <ul style="list-style-type: none"> • Host SS Teacher's orientation and dessert • Review program budgets to submit to Finance Ministry Unit • Goal budget due to FAMU • Plan for Christian Education/ Installation Sunday 	September <ul style="list-style-type: none"> • Check-in on start of program year, address any concerns, communicate important dates for fall/winter • Christian Education/ Installation Sunday
October	November <ul style="list-style-type: none"> • Plan for January SS Teacher's Lunch 	December <ul style="list-style-type: none"> • EMU annual report

EMU Meeting Agenda Template

Purpose:The following meeting agenda template can be used, flexibly, to plan and facilitate EMU meetings.

EMU Meeting Agenda

Meeting Date:

EMU Members: Name, (Chair), Name (SS Superintendent), Name (deacon rep), Name (childcare coordinator), Name (S&P director), Name (S&P Advisory Team), Name (LOGOS), Name (FISH director/ rep), Name (staff, Education & Program), Name (member at large), Name (Stay and Play advisory team); Name (Session rep)

Absent:

Opening Prayer

Minutes/notes from previous meeting

Reports (7:00-7:30)

- FISH
- LOGOS (Geckos & Chrysalis)
- Deacons
- Childcare
- Stay & Play
- Sunday School
- Confirmation

Old Business

New Business (7:30-8:30)

Closing Prayer

Next Meeting: