

# Children's Ministry Handbook 2011-2012



Zion Lutheran Church

413 East Avenue D

Bismarck, ND 58501

Website: [zionbismarck.com](http://zionbismarck.com)

Facebook: "Zion Children's Ministry"

Phone: (701) 223-8286

Director of Children's Ministry: Kristin Nistler

Email: [knistlerzion@aol.com](mailto:knistlerzion@aol.com)

Director of Junior Youth Ministry: Tom Radenz

Email: [tradenzzion@gmail.com](mailto:tradenzzion@gmail.com)

# Children's Ministry Mission Statement

Partnering with parents, Zion's Children's Ministry plans to...

Know & Teach God's Word to our children

Involve children in friendship & fellowship

Nurture children spiritually, emotionally & physically

Grow in the grace & knowledge of our Lord and Savior, Jesus Christ.

Serve others in church & world

Know & learn how to share God's Word with others

Instill Christian values

Develop relationships with children and parents

Safe environment for children

## Goals

1. To help children realize that God loves them so much that He gave His Son, Jesus, to die on a cross to forgive their sins.
2. To encourage all students from nursery age to seniors in High School to participate in Zion's Sunday School program.
3. To establish a stable, non-threatening educational environment for children to learn.
4. To provide assistance for children with special needs.
5. To have a dependable volunteer staff, who because of their personal commitment to Christ, serve as His teachers.
6. To provide Sunday School students with the opportunity to learn about stewardship and caring for the church.
7. To learn how to work together with one another in the House of God.
8. To make students aware of mission opportunities.

# Children's Ministry Schedule

## September 2011

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

## October 2011

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

## November 2011

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

## December 2011

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## February 2012

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

## April 2012

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

## June 2012

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## July 2012

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## August 2012

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### September

- 7 Confirmation Parent Meeting & KFC Meeting
- 9 KFC Lock-in
- 11 Rally Sunday

### October

- 20-22 ND Dist. Jr. High Youth Gathering, Bismarck
- 28 Fall Pumpkin Party

### November

- 13 Pack Operation Christmas Child Boxes
- 27 Thanksgiving-No Sunday School

### December

- 3 SS Christmas Service Rehearsal @ 10 am
- 10 SS Christmas Service Rehearsal @ 10 am
- 11 Cantata - sing @ 10:45 am worship
- 17 SS Christmas Service Rehearsal @ 10 am
- 18 SS Christmas Service @ 10:45 am
- 25 Christmas Break—No Sunday School

### January

- 1 Christmas Break—No Sunday School
- TBA Swimming Party

### February

- 5 Grandparents Sunday -- Sing @ 10:45 am

### March

- 18 Children's Sunday — Sing @ 10:45 am

### April

- 1 Palm Sunday — Sing @ 10:45 am
- 8 Easter—No Sunday School
- 25 Last Day of King's Kids

### May

- 13 Last Day of SS — Sing @ 10:45 am
- 20 VBS Kickoff

### June

- TBA King's Kids—
- T-Ball Game

### July

- TBA VBS

- Christmas Prog Prac--10 am
- No Sunday School
- Sing @ 10:45 am Worship
- King's Kids 6:00-7:00 pm
- Special Events

## Children's Ministry Events

Social events will be provided throughout the year for children and their families such as: Fall Pumpkin Party, Family Game Night, King's Kids T-Ball, Picnics, Swimming, Sledding, Scavenger Hunts, etc. Family servant event opportunities will also be made available. Please see calendar and watch Life & Growth for exact dates.

## Sunday School Hours

Sunday School begins at 9:40 am and closes at 10:40 am. Students ages 3–sixth grade will meet in the church basement for a large group opening. Junior High and High School will meet in their own classrooms. Preschoolers can be picked up in the Martin Luther School Preschool and Kindergarten rooms. Elementary students may be picked up downstairs. Please pick up your child promptly so the teachers can get cleaned up in time to attend the 10:45 am worship service.

## Offerings

An offering will be taken each week which will go toward our mission projects. (1st Qtr: Operation Christmas child, 2nd Qtr: Carolyn Walsh, Intern for Lutheran Bible Translators, granddaughter of Helen Reimnitz, 3rd Qtr: Project 24.) Occasionally families will be asked to bring in an item, such as school supplies or hygiene products to make kits to send abroad. Preschool and Elementary students will take offering during their opening. Please watch for notes coming home with your child about where our offerings will be going.

## Attendance & Registration

Zion sees Sunday School as a very important component of a child's development in the Christian faith. We feel it is important that each student, along with parents, make every effort to be consistent in the attendance of Sunday School. There are only 35 Sundays when we are able to have class. If you think about it, that's only 35 hours your child is learning about God in our building! Awards will be given at the end of each quarter and each year for perfect attendance. We hope to see you every Sunday!

**Parents need to complete registration forms for Sunday School, Confirmation and King's Kids and return them to the church office.** It is very important for us to have emergency contact and allergy information for each child. Registration forms are available in the church office. Please note that your child's name is not on our list until we have a registration form.

## Curriculum

### Preschool (Ages 3-5)

Our Preschool classes will be using the Faith Weaver Friends Preschool Curriculum from Group Publishing. This curriculum focuses on a Bible story and memory verse each week and has supplementary craft, game, mission and snack ideas.

### Elementary (Kindergarten-6<sup>th</sup> Grade)

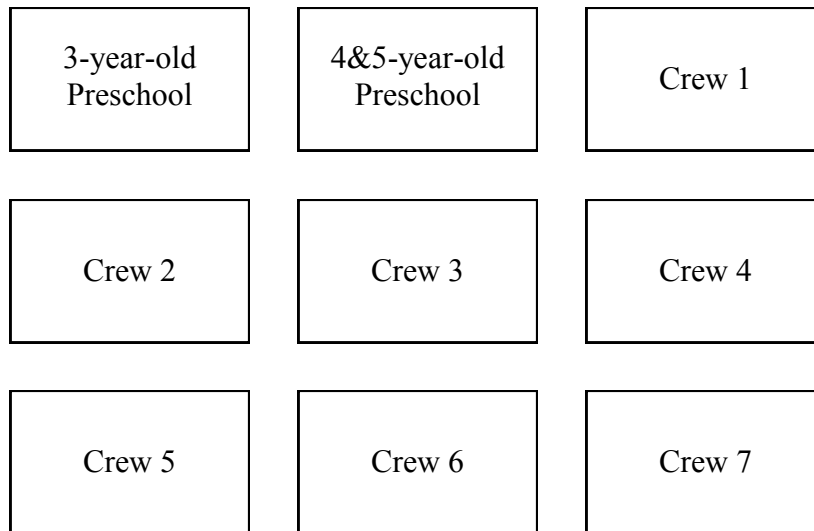
Elementary students will be using the Faith Weaver Friends Elementary Curriculum from Group. See the flow chart for more information! \* Please note that every lesson taught will be reviewed by people trained in Lutheran Church-Missouri Synod theology prior to being taught. Appropriate statements will be added or removed if needed.

# Sunday School Format 2011-2012

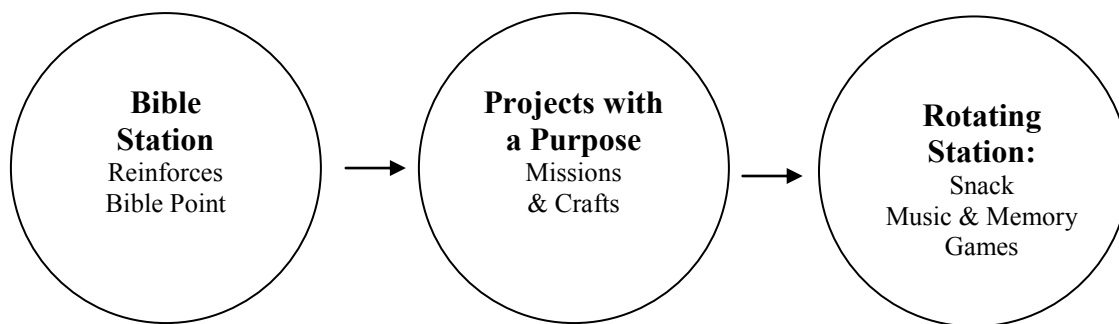
## Large Group Opening

Preschool—6<sup>th</sup> Grade together downstairs

Approx 20 minutes: Present the Bible Lesson (through skits, puppets, music and creative telling), recognize birthdays, announcements, offering, talk about missions, etc.



Split into Stations (approx. 10 minutes each)



### Preschool

The 3-year-old preschool class will meet in the MLS Preschool room. The 4 & 5-year-old class will meet in the MLS Kindergarten room following the opening.

# Sunday School Locations 2011-2012

## ***BASEMENT***

NORTH LAWN

Elementary Sunday School  
Rotations in the Basement

YOUTH  
Grades 7-12  
Bible Study

## ***UPSTAIRS***

SANCTUARY

CHAPEL

NURSERY

## ***EDUCATION WING***

NORTHWEST LAWN

Pastor Bergelin

Church Office

School Office

(MLS Preschool)  
3-year-old  
PRESCHOOL

Pastor Marcis

Principal's Office

(Storage)

Conference Room

(MLS 5th Grade Classroom)

(MLS Kdgtn Classroom)  
4 & 5-year-old  
PRESCHOOL

Boys Rest room  
Mechanical  
Girls Rest room

(MLS 3rd Grade Classroom)

(MLS 1st Grade Classroom)

(MLS 2nd Grade Classroom)

(MLS 4th Grade Classroom)

MIS PLAYGROUND

# King's Kids

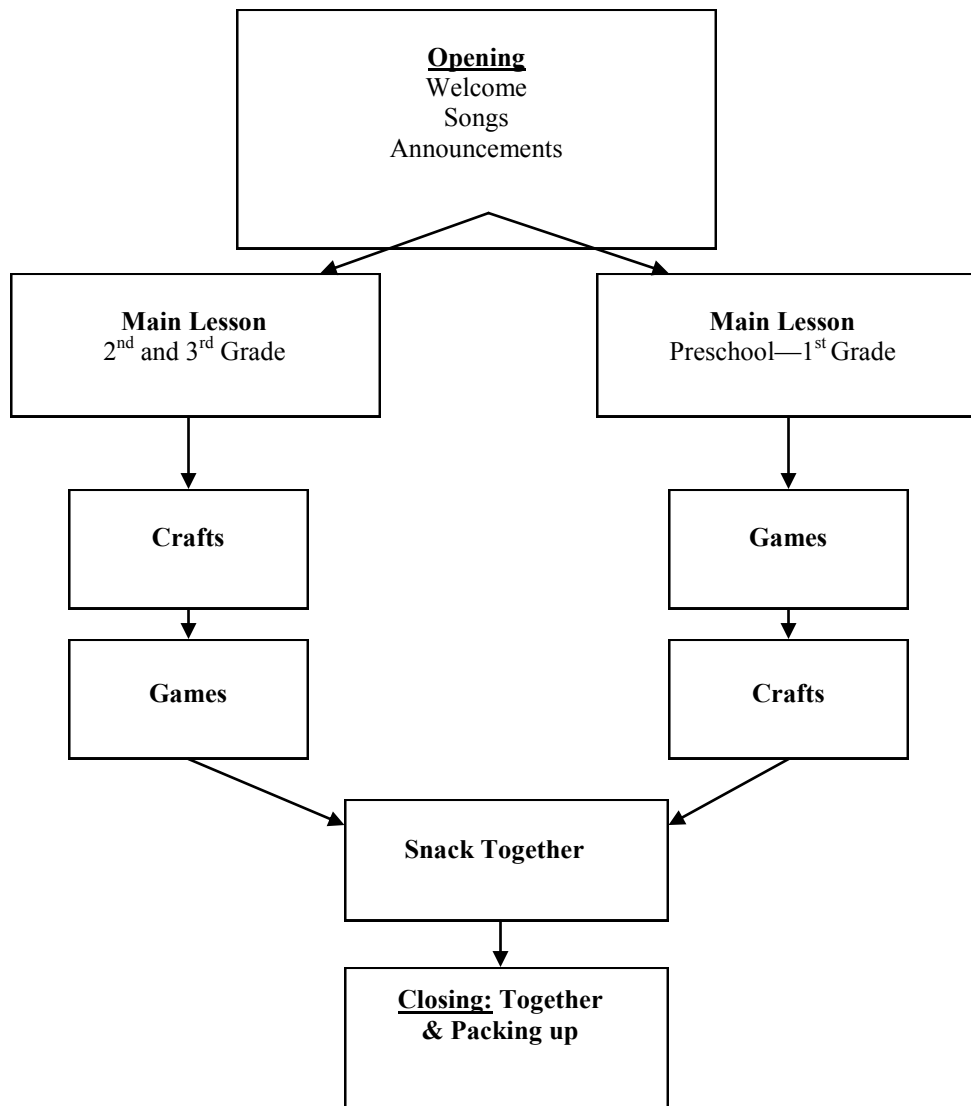
Wednesdays, October–April  
from 6:00—7:00 pm

King's Kids is a Children's Ministry program designed for ages four through fourth grade. We learn Bible stories, do crafts, games and activities and have a snack each time we meet.

This year, we are splitting the kids into 2 groups. The older group will be 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> graders, and the younger group preschool, kindergarten and 1<sup>st</sup> grade.

Parents and volunteers are always welcome to attend.  
Please consider joining us!

## Schedule:



# Christian Behavior Expectations

Zion practices an open door policy. Parents and grandparents are always welcome to join us in the classrooms! In fact, we would appreciate your help!

Every child deserves a nurturing, friendly, caring and safe environment while attending our Sunday School.

## Student Responsibilities

- Be prepared to have fun and learn
- Respect the adults and teachers in the room
- Listen to teachers and follow directions
- Accept responsibility for your behavior
- Be kind, polite and cooperative
- Treat other people and property appropriately and respectfully

## Crew Leader Responsibilities

- Attend Church & Sunday School on a regular basis
- Be here 5 minutes early to greet students as they enter. We will be meeting in the basement at 9:35.
- Accompany your Circle to Discovery Centers
- Join in activities with your Circle
- Encourage students
- Share your faith and experiences with students
- Assist leaders if needed
- Help with prayer journals
- Pray for the children you serve
- Help lead and guide discussion
- Be a role model & a steady influence in their lives!

## Station Leader Responsibilities

- Attend Church & Sunday School on a regular basis
- Prepare and teach your assigned lessons
- Encourage children to participate and cooperate in activities
- Establish clear rules for safety
- Pray for the students you serve
- Lead discussions
- Help students stay on task
- Share your faith with students through words and actions
- Be courteous to students and parents at all times
- Discipline students as needed
- Be here early to greet students as they arrive

## Discipline Policy

Children and youth are expected to be considerate and courteous to all adult leaders and peers. We treat other people, all physical property and ourselves appropriately and respectfully. Abusive or foul language or actions will not be tolerated. Zion Lutheran Church seeks to keep children and youth fully interested and involved in activities, but from time to time a child's behavior can disrupt the Sunday School lesson. At such times, the following steps will be taken:

1. Student will first be given a verbal warning by the teacher.
2. Teacher may try moving the seating arrangements, sitting or standing next to the child, or switching activities to improve the problem.
3. If the behavior does not change, action may be taken to have an adult supervise the child outside of the class activity.
4. Continued negative behavior will be brought to the Sunday School Superintendent's attention and parents will be called.
5. If the behavior continues after the parent has been contacted, the parent will be asked to stay in the classroom during class time.

## Safety Plan

All teachers and adult volunteers will be given an emergency manual. This includes policies and procedures for natural and man-made disasters, emergency phone numbers and contact information, maps of how to safely evacuate the building, and the locations of fire extinguishers. Posters of escape routes will also be hung in the education wing, church basement and sanctuary. We will do our best to ensure the safety of your children!

## Background Checks for Volunteers

In order to provide a safe environment for your children, Zion has implemented a background check policy for all children/youth ministry volunteers. Volunteers will be asked to complete a form giving Zion permission to request background information. For more information regarding background checks, please contact Kristin Nistler, Director of Children's Ministry. All information will be kept confidential.

Volunteers without a completed background check will not be allowed to be alone with students. Once the background check is complete, volunteers will be required to wear a name tag while participating with youth. Name tags will be provided by Zion.

## Presentation of Bibles

Each Rally Sunday, all students entering third grade in Sunday School will be presented with a NIV Bible at the 10:45 am worship service. If you are unable to attend the service, your Bible may be picked up in the church office. These Bibles will be used in the classrooms, so students are encouraged to bring them each week. All new students in grades 3-8 will also be given a Bible.

## Bringing Treats to Share

Zion welcomes and encourages parents to bring snacks to share. We do have some students with peanut allergies. Please avoid bringing snacks that contain peanuts or tree nuts.

Foods to avoid:

1. Any peanut and tree nut foods (peanut butter, cashews, almonds, etc.).
2. Any foods processed on equipment shared with peanuts or tree nuts.
3. Any foods without an ingredient list disclosed (example, if a snack is provided from multi-serving packaging, please include the ingredient list for that snack). Some single-serving snacks are safe, but the same product in a multi-pack is not safe.

Thank you for your cooperation in keeping all of our students safe. We have a list of safe snacks on our website: [www.zionbismarck.com](http://www.zionbismarck.com).

## Vacation Bible School

Zion VBS is scheduled for July 15-19, 2012. Our theme for summer 2012 is "Sky: Everything is Possible with God". Supper is served at 5:15 pm. VBS runs from 6:00-8:30 pm. Look for more information in our newsletters and Life & Growth. Registration forms will be available in April.



## Summer Camps

Shepherds Hill at the Crossroads summer camps for June/July 2012 TBA. Transportation is provided through Zion Lutheran Church for Kindercamp (Grades K-1), Discovery Camp (Grades 2-3), ND District Kids Camp (Grades 4-6), Encounter Camp (Grades 7-12). Other camps are available such as Horse Camp, Guitar Camp, etc. Please visit the website ([www.shr-lcms.org](http://www.shr-lcms.org)) for more information.

## Confirmation

Zion's Confirmation program for Grades 5-8 meets Wednesdays, 6:00-7:30 pm during the school year. Contact the church office or one of the pastors for more information.