

Medora Community Bible Church

Christian Education

Goal

The Goal of the Christian Education Committee is to develop the saints to love God (with all their heart, soul, mind, and strength) and man (I John 4:11, *“Beloved, if God so loved us, we ought also to love one another”*; I John 4:23-24, *“And this is His commandment, ‘That we should believe on the name of his Son Jesus Christ, and love one another, as He gave us commandment’ and he that keepeth his commandments dwelleth in Him, and He in him. And hereby we know that He abideth in us, by the Spirit which He hath given us”*) and to do that with a pure heart, clear conscience, and a sincere faith (I Timothy 1:5, *“Now the end of the commandment is charity out of a pure heart, and of a good conscience, and of faith unfeigned.”*)

This process of education should result in the expansion of God’s Kingdom, the exaltation of God, and the equipping of the saints.

Purpose

To oversee all the Christian education for our church body remembering that the fathers have the Biblical mandate for their children.

In all our teaching, the offer of salvation is always to be taught and presented at the leading of the Holy Spirit.

The Bible clearly assigns the task of Christian education to the home and to the church (Deuteronomy 6:7, *“And thou shalt teach them diligently unto thy children, and shalt talk of them when thou sittest in thine house, and when thou walkest by the way, and when thou liest down, and when thou risest up”*; Ephesians 4:11-13, *“And He gave some, apostles; and some, prophets; and some, evangelists; and some, pastors and teachers; For the perfecting of the saints, for the work of the ministry, for the edifying of the body of Christ: Till we all come in the unity of the faith, and of the knowledge of the Son of God, unto a perfect man, unto the measure of the stature of the fulness of Christ”*).

Christian education may be defined in its most basic terms as follows: An instructional process whereby a person develops mentally and morally in a manner that is like Christ.

Therefore, the Christian Education Committee exists to filter all education ideas and to provide supervision, direction, venues, ideas, helps, organization, and teaching to fulfill our purpose and goal.

Christian education is the teaching of Biblical precepts and principles with the goals of

1. being transformed by the renewing of our minds to the Word of God so the hearers may be doers of the Word of God and possess the “mind of Christ” (Romans 12:1-2, *“I beseech you therefore, brethren, by the mercies of God, that ye present your bodies a living sacrifice, holy, acceptable unto God, which is your reasonable service. And be not conformed to this world: but be ye transformed by the renewing of your mind, that ye may prove what is that good, and acceptable, and perfect, will of God.”* I Corinthians 2:14-16, *“But the natural man*

receiveth not the things of the Spirit of God: for they are foolishness unto him: neither can he know them, because they are spiritually discerned. But he that is spiritual judgeth all things, yet he himself is judged of no man. For who hath known the mind of the Lord, that he may instruct him? But we have the mind of Christ.”).

2. being able to use this knowledge to have a mature, Godly life, discerning, and thoroughly furnished unto all good works (II Timothy 3:17).
3. being able to lead people to Christ for salvation (Acts 1:8).
4. being able to disciple others also (II Timothy 2:2, “*And the things that thou hast heard of me among many witnesses, the same commit thou to faithful men, who shall be able to teach others also*”).

Principles of education are found throughout the Bible and the best educational choices are based on a thorough application of these principles as follows:

Principle #1 – The Holy Spirit Is the Ultimate Christian Educator

The Holy Spirit is the One who begins this process through the regeneration of the sinner. He then carries the work to completion by leading him into “all truth” (John 16:13, “*Howbeit when He, the Spirit of truth, is come, He will guide you into all truth.*”)

Principle #2 – The Child’s Father Is the Responsible Party for Determining the Training of His Children

To be sure, the Bible *does* make the parents ultimately, and the father specifically, responsible to train up the children in the fear of God.

(Ephesians 6:4, “*And, ye fathers, provoke not your children to wrath: but bring them up in the nurture and admonition of the Lord.*”) Because this is true, the forces of evil will do everything possible to keep fathers from accomplishing this task.

Dads must plan, provide for, and oversee the education of their children. This involves planning of the greatest importance. A father may *delegate* the training of his children to others, but he may never *abdicate* it. This means that he must remain *authoritatively involved*. God has delegated it to him, and he will answer to God for how he handles it. Never assume for a moment that any educational process can either replace or undermine the influence of a father in the life of a child. Therefore, the church will make special effort to instruct fathers for this Biblical imperative.

Principle #3 – The Church Is the Only Biblical Institution Outside of the Home Tasked with Teaching Biblical Truth

The desired outcome of a Christian education is essentially a Christian worldview—seeing all things through God’s perspective. How is this best accomplished? Through the salvation of sinners and the regeneration and sanctification of the individual by the Word of God. This is the mission of the church – reach the lost and grow them in the truth. (Matthew 28:20a, “*Teaching them to observe all things whatsoever I have commanded you.*”)

Medora Community Bible Church

Policy Statement/Teacher Agreement

Purpose: To establish policies, procedures, and guidelines for teachers in the Christian Education Department

I. General Teaching Philosophy

- A. Purpose to consistently and faithfully teach the Word of God in all classes. Therefore, the Bible is the main teaching tool.
- B. Lead the lost to a saving knowledge of Jesus Christ.
- C. Build up spiritually those who are professing Christians.

II. General Principles

- A. All teaching should encourage and stimulate the student to grow spiritually.
- B. All teaching should stimulate Biblical life-style living, not just knowledge of the books of the Bible.
- C. The teachers Christian life style should be a pattern of Godliness for the students to follow.

III. General Guidelines

A. Christian Education Materials:

- 1. All material must be approved by the Christian Education Committee before ordering materials. Any new requests need to be submitted, using the request sheet, early enough for the Christian Education Committee to review.
- 2. To ensure consistency in teaching, the King James Version or New King James Version of the Bible will be used in our classes.

B. Class Locations

- 1. All class locations will be assigned by the Christian Education Committee.
- 2. Two-Person Team Concept

All ministries involving children or youth are to be conducted on a team basis. At no time will any aspect of such a ministry be overseen by a single worker. This concept may be accomplished by the use of aids or assistants; hall or restroom monitors; department directors; security personnel; and other leaders.

Concerted effort should be made to recruit and train sufficient numbers of volunteer workers to permit such team based ministry.

Counseling of children or youth by personal workers after the services should include a parent, second worker, or be in a supervised counseling area.

In the case that two workers are not available for each classroom, the classroom door will remain open and supervisors will randomly check on classrooms.

3. Open Classrooms

Church staff, ministry supervisors and the parents of the children in any ministry have the right to visit and observe the program at any time unannounced. This does not include the right to disrupt or interfere with the administration or functioning of any ministry. Classrooms used regularly for children's ministries should be equipped with a door with a window in it. Any and all suspicious or questionable behavior is to be dealt with according to the guidelines of our Child Protection Policy.

4. ★Any permanent fixtures and furniture necessary for classrooms need to be requested on the Christian Ed. form provided.★

C. General Class Procedures

1. Teacher is to be present **five** minutes prior to class starting time.
2. Class will remain in session for the entire time.
3. Promptness in the beginning and closing class sessions is necessary.
4. Attendance will be promoted through attendance records. Each new student's name and phone number need to be submitted to appropriate Pastor.
5. We strongly request that our teachers be dressed modestly, for example, guys in slacks and at least collared shirts and ladies in dresses or skirts.
6. Please be sure that your students under age eighteen refer to you by Pastor, Mr., Mrs., Miss, etc. We want to teach manners and respect for authority and age.

D. Restroom Policy

Children should be encouraged to use the restroom before class begins, and a restroom break is recommended for services over one hour long. Children's workers should remain visible from the hall when escorting children to the restroom. If a child needs assistance, this should be done quickly and in view from the hallway. Do not go into a closed restroom or a closed stall with a child.

E. Teacher Absence

1. Contact your substitute and also the Supervisor when anticipating being absent.
2. Substitutes will not be used without prior approval of the Christian Education Committee.

IV. General Teaching Guidelines

1. New Students (including Sunday School Promotion)
 - a. Welcome new visitors, include them in the class, make them feel at home.
 - b. The teacher fills out a "visitors card" on each new visitor and turns it in to the appropriate Pastor
 - c. The Pastor will contact the new attendee's home within seven days and will educate the family on MCBC ministries, etc.
2. Prepare teaching plans that involve "all" class attendees.
3. Discipline problems that arise in a class should be noted immediately in the Discipline Incident Report (green folder) located in the church office.

V. Standards of Discipline for Youth Under Age 18

1. All discipline must conform to the Biblical standards of being corrective and instructive (Ephesians 6:4).
2. If isolating the child within the classroom or removal of the child from the room becomes necessary, the ministry supervisor should be informed in a timely manner and the incident should be reported on a Discipline Incident Report (green folder) located in the church office.
3. If the child's continuing conduct presents a distraction to the ministry, the situation must be discussed with the child's parents or guardian, the ministry supervisor, and the ministry worker directly involved as soon as possible.
4. While Kansas law does not prohibit corporal punishment and the Bible commands it (Proverbs 23:12-13), we believe it is best administered by parents. In no way is the teacher to physically discipline any child.

5. No inappropriate physical punishment (such as shaking or slapping) or verbal abuse (such as ridicule or yelling) is to be used at any time.
6. Ministry supervisors must regularly visit and oversee their ministry activities.

VI. Resource Center Information

All teaching materials and supplies are located under the supervision of the Resource Center. Please contact them with your needs and requests in an appropriate time manner. They will respond in a timely fashion. Any materials requested to be used outside our church ministries must be approved by using the Loan Request Sheet.

VII. The following standard will be used for all those involved in Christian Education.

1. I am certain that I am a born-again believer in our Lord Jesus Christ.
2. I do believe, without doubt, that the Bible is the inspired Word of God and needs no additions or deletions.

Bible Translations

Reason for statement: Proliferation of Bible translations and versions

We believe in the verbal (every word is inspired)/plenary (each book is equally inspired) inspiration of Scriptures. God gave the words of Scripture by inspiration without error in the original autographs. God has protected His Word so that we hold in our hands the very Word of God.

We hold to a word-for-word translation (formal equivalence), understanding that in translation, we are not able to replicate the Word exactly.

For the sake of consistency and to avoid confusion, we request all teaching, preaching, and memorization be done from the King James Version or the New King James Version.

3. I have read and wholeheartedly agree with the Constitution of Medora Community Bible Church.

Teacher Agreement

“All scripture is given by inspiration of God, and is profitable for doctrine, for reproof, for correction, for instruction in righteousness” II Timothy 3:16.

“Study to show thyself approved unto God, a workman that needeth not to be ashamed, rightly dividing the word of truth” II Timothy 2:15.

We at Medora Community Bible Church firmly believe that diligent, accurate, and effective teaching of the Bible is of primary importance. In order to promote clarity, understanding, and the proper application of Scripture, we require all who teach under the authority of MCBC, to support our Constitution, especially the Doctrinal Statement. Any deviation from the thought, intent or statements of the Constitution, as determined by the Board of Elders, will be sufficient grounds for removal from a teaching or leadership position.

Have you read and do you fully agree with the Constitution of Medora Community Bible Church including the Doctrinal Statement? _____
If not, state your position and what you base it on.

Do you agree to support the Constitution/Doctrinal Statement and not promote anything contrary to it? _____

4. I promise before God that I will endeavor to faithfully and fervently seek to teach the Word of God in such a way that every student will be edified in Christ and seek to lead the unsaved to a saving knowledge of Christ.
5. I have read and agree with the MCBC Teaching Policy.
6. I do have a clean conscience that my life is obedient to God.
7. I have filled out the MCBC Childcare Policy and Participation Covenant.

Signature: _____ Date: _____

"Study to show thyself approved unto God a workman that needeth not to be ashamed, rightly dividing the word of truth."

II Timothy 2:15

MCBC Childcare Policy

Childcare Policy

It is the Scriptural position of Medora Community Bible Church that marriage and family are institutions created and designed by God. Parents are the primary care givers to their children. They have the primary responsibility and duty to train and provide the upbringing for their children. In the majority of instances, these duties and responsibilities are accomplished. It is the privilege of MCBC to assist the parents of the church in their duties by providing Biblical instruction in a safe and nurturing environment. To that end, MCBC adopts the following policy.

It is the policy of MCBC that cases of known lack of child care will be immediately reported to the senior pastor. In the absence of the senior pastor, report will be made to the church board chairman. And in the absence of either the senior pastor or church board chairman, report will be made to one of the church elders. Upon receipt of the information, the pastor will examine the report and, if deemed necessary, will contact the church approved legal counsel to determine whether or not there are any reporting responsibilities under Kansas statutes. The senior pastor will also make report, if necessary, and ensure that appropriate corrective measures and other notifications (e.g. parents and insurance) are immediately taken. (See Disclosure Flow Chart for procedure).

Disclosure Flow Chart

Reporting Responsibilities

Any volunteer or staff person who responsibly believes, in good faith, that a lack of proper child care for a child under the age of 18 exists should report the concern immediately following the prescribed reporting pattern.

Step 1: Child or youth discloses facts causing concern to a volunteer or staff (or volunteer or paid staff observes suspicious circumstances). Do not question the child concerning the facts disclosed, but go directly to the senior pastor.

Step 2: Volunteer or staff immediately reports the incident to the senior pastor. If the report is made to someone other than the senior pastor, the person receiving the report immediately conveys this information to the senior pastor or in his absence the chairman of the board.

Step 3: Upon receipt of the information, the senior pastor or chairman of the board will examine the report and, if deemed necessary, will contact the church approved legal counsel.

Step 4: The church-approved legal counsel will review the disclosed information and determine reporting responsibilities, corrective measures, and notifications to make. Appropriate responses may include some or all of the following, not necessarily in this order.

1. Watch the child more closely.
2. Contact parents to inform them of the situation and action taken. If the concern is within the family, ensure the child's safety before contacting parents and/or alleged offender.
3. Provide Biblical and/or professional counseling for the individuals involved.
4. Report situation to Child Protective Services or the police/sheriff's department as necessary.
5. Remove involved parties from church responsibilities.
6. Report to insurance company.
7. Help establish long-term support and counseling for the **child** and **parents**.

Guidelines on Staff Conduct

1. Volunteers and staff are expected to have appropriate Christian relationships with children, adults, fellow workers, and staff within the context of their volunteer or professional roles. Relationships must maintain a correct and balanced focus on the approved ministry service being provided.
2. If a volunteer or staff member loses sight of his/her role or relationship with a child, an adult, fellow workers, or other staff, which then results in inappropriate behavior, destructive to the relationship, and in violation of God's laws in Scripture, he/she will be suspended from all further involvement with the program.
3. Inappropriate personal involvement includes activities or understandings between a volunteer or staff member and a child that are outside the scope of the ministry/service being provided and are unknown to church leaders or staff.

Examples of such activities are:

- a. Arranging a non-approved or inappropriate meeting with a child away from church facilities.
- b. Exchanging telephone numbers with a child for the purpose of making inappropriate contact away from church facilities or premises.
- c. Sharing close personal problems of a highly emotional nature with a child or youth.

**Medora Community Bible Church
8311 Medora Road
Hutchinson, KS 67502
620-543-2514**

**VOLUNTEER AND EMPLOYMENT APPLICATION FOR
PRESCHOOL, CHILDREN, AND YOUTH WORKERS**

This form is to be completed by all persons desiring to work in any position, volunteer or compensated, involving the supervision or custody of minors. It is being used to accommodate our insurance provider. The form simply documents what has been the practice of our church from time memorial, i.e., to provide a safe and secure environment for those children and youth who participate in our programs and use our facilities.

Date: _____ Name: _____

Address: _____ City: _____ Zip: _____

Phone: _____ Area of Interest: _____

Please give a description of your church membership over the past five years:

Please give a description of your volunteer work over the past five years:

Have you ever been charged with a crime against a minor?

_____ No _____ Yes (please explain)

Request for Criminal History Records Inquiry and Authorization

I hereby authorize the Kansas Bureau of Investigation (KBI) or other law enforcement or military office to release to Medora Community Bible Church any information which pertains to any record of convictions contained in its files or in any criminal file maintained on me, whether local, state, or national. I hereby release such agency or office from any and all liability resulting from such disclosure.

Signature: _____

Full Name (print): _____
Last Name First Name Middle Name Jr./Sr./III...

Alias/Maiden Name: _____
Last Name First Name Middle Name Jr./Sr./III...

Date of Birth: _____ Race: _____ Sex: ___Male ___Female

Social Security #: _____ Marital Status: _____

Place of Birth (City, State, Country): _____

APPLICANT'S STATEMENT

The information contained in this application is correct to the best of my knowledge. I authorize any references or churches in this application to give you any information (including opinions) that they may have regarding my character and fitness for children or youth work. In consideration of the receipt and evaluation of this screening form by Medora Community Bible Church, I hereby release any individual, church, youth organization, charity, employer, reference, or any other person or organization, including record custodians, both collectively and individually, from any and all liability for damages of whatever kind or nature which may at any time result to me, my heirs, or family, on account of compliance or any attempts to comply with this authorization. I waive my right that I may have to inspect any information provided about me by any person or organization identified by me in this application.

Should my application be accepted, I agree to be bound by the by-laws and policies of Medora Community Bible Church and to refrain from any unscriptural conduct in the performance of my services on behalf of the church.

Are you currently involved in any use of pornographic material or sexually-deviant behavior?

_____ No _____ Yes (please explain)

Have you ever been convicted of a crime other than a traffic fine?

_____ No _____ Yes (please explain)

Have you ever been a victim of physical, emotional, or other abuse or molestation while a minor?

_____ No _____ Yes

If you prefer, you may discuss your answer in confidence with the senior pastor rather than answering it on this form.

Date of discussion: _____

Discussion with: _____

I further state that I have carefully read the foregoing release and know the content thereof and I sign this release as my own free act. This is a legally binding agreement which I have read and understand.

Applicant's Signature: _____

Date: _____

Witness's Signature: _____

Date: _____

PARTICIPATION COVENANT STATEMENT

The congregation of Medora Community Bible Church is committed to providing a safe and secure environment for all children, youth, and volunteers who participate in ministries and activities sponsored by the church. The following policy statements reflect our congregation's commitment to preserving this church as a holy place of safety and protection for all who would enter and as a place in which all people can experience the love of God through relationships with others.

1. No adult who has been convicted of child abuse (either sexual abuse, physical abuse, or emotional abuse) should volunteer to work with children or youth in any church-sponsored activity.
2. Adult survivors of child abuse need the love and support of our congregation. Any adult survivor who desires to volunteer in some capacity to work with children or youth is encouraged to discuss his/her willingness with one of our church's ministers before accepting an assignment.
3. All adult volunteers involved with children or youth of our church must have been in faithful attendance for at least six months before beginning a volunteer assignment (unless an elder is present in the class).
4. Adult volunteers with children and youth shall observe the "Two-Adult Rule" at all times so that no adult is ever alone with children or youth.
5. Adult volunteers with children and youth shall attend regular training and educational events provided by the church to keep volunteers informed of church policies and state laws regarding child abuse.
6. Adult volunteers shall immediately report to their supervisor any behavior that seems abusive or inappropriate.

Please answer each of the following questions:

1. As a volunteer in this congregation, do you agree to observe and abide by all church policies regarding working in ministries with children and youth? Yes No
2. As a volunteer in this congregation, do you agree to observe the "Two-Adult Rule" at all times? Yes No
3. As a volunteer in this congregation, have you faithfully attended MCBC for six months? Yes No
4. As a volunteer in this congregation, do you agree to participate in training and education events provided by the church related to your volunteer assignment? Yes No
5. As a volunteer in this congregation, do you agree to promptly report abusive or inappropriate behavior to your supervisor? Yes No
6. Are you a survivor of child abuse? Yes No If yes, do you agree to discuss with a minister of this congregation your experience? Yes No
(Answering yes to this question does not automatically disqualify you from volunteering with children or youth.)
7. As a volunteer in this congregation, do you agree to inform a minister of this congregation if you have ever been convicted of child abuse? Yes No

I have read this **Participation Covenant**, and I agree to observe and abide by the policies set forth above.

Signature of Applicant

Date

Print full name

Children's Ministry Discipline Procedure

Discipline Purpose

Our discipline policies and procedures exist to allow every child the opportunity to hear God's Word without distractions.

Discipline Policy

Our church seeks to accomplish two goals. First, we desire to bring souls to Christ. Second, we desire to bring people to maturity in the Christian faith. The goals of our church are reflected in our children's ministries. It is our desire to assist parents in presenting and teaching the gospel to children while their minds and hearts are young. If these goals will be accomplished, it will require two responses. First, we will need to develop relationships with children, and second, we will need to have order in the classroom.

Although our different Children's Ministries focus on different areas, all our Children's Ministries need order. A disorderly classroom leads to a non-learning environment. Therefore, the Children's Ministry at Medora Community Bible Church will adhere to the following discipline procedure in its various ministries. It is our desire to be loving, corrective, and instructive in the life of a child by this discipline procedure. It is vitally important that all children know what will be expected of them. The following procedure will help bring all children's workers under the same guidelines and will enable children to take the next spiritual step. All disciplinary action must be recorded in the disciplinary incident report book in the church office.

What the discipline procedure is not:

1. While Kansas law does not prohibit corporal punishment and the Bible commands it (Prov. 23:12-13), we believe it is best administered by the parents.
2. No inappropriate physical punishment (such as shaking or slapping) or verbal abuse (such as ridicule or yelling) is to be used at any time.

What the discipline procedure is:

1. We will warn the child misbehaving (I Thessalonians 5:14).
2. If the inappropriate behavior continues, we will remove the child from the activity or class to sit with his or her parents or with an appropriate adult (Proverbs 19:25b). We will also discuss the problem with the children's parents and record the incident and actions taken in the disciplinary incident report book. In order to be reinstated to the class, the child will need to make restitution with the teacher by asking for forgiveness.
3. If the inappropriate behavior continues, we will remove the child from the class, set up a meeting with the parents and the children's pastor, place the child on a short suspension, and record the incident in the disciplinary incident report book (Proverbs 19:29). The child will need to make restitution with the teacher by asking forgiveness.
4. If the inappropriate behavior continues after the suspension, we will notify the children's pastor and the parents and record the incident and action in the disciplinary incident report book. The children's pastor and Christian Education Committee will then set up a scheduled meeting to discuss the future involvement of the child in the church's Children's Ministries. The child may be suspended for the rest of the semester, or until further notice.

Following are Christian Education forms with which you may need to be familiar.

Church Fire and Tornado Evacuation Plan

Fire Evacuation

In the case of a fire, everyone is to move in an orderly fashion out of the nearest exit to the playground located on the northwest side of the church property. The ushers will help in keeping order and seeing that everyone gets out of the building. In the case that an usher is not present, one of the staff members or a board member should see that everyone has left the building. The children will be taken to the parsonage's backyard until the parents arrive. Please do not re-enter the building until an "all clear" is given.

Tornado Evacuation

In case of a tornado warning relevant to our area, everyone is to move to a windowless room of the basement. There is a weather radio in the main office that will sound if a tornado warning is issued for Reno County. Ushers will notify the congregation of the danger and give assistance to anyone needing help down the stairs. If no ushers are present, a staff member or a member of the board will notify the people of the need to evacuate. Children that are in the nursery will be kept in the nursery and released only to the care of their parents. Everyone on campus must remain in the basement until an "all clear" is given by an usher or staff/board member. When fellowship groups are meeting off campus, the group leader should monitor the weather.

Disciplinary Incident Report

(If the parents are unaware of the discipline procedure,
they may request a copy from the church office.)

Name of volunteer: _____

Date: _____

Time of incident: _____

Name of child: _____

Name of ministry:

- Children's Church
- Sunday School
- Kids 4 Truth
- Patch/PeeWee Club
- Nursery
- Other _____

What happened in the incident?

What disciplinary action was taken?

- A verbal warning
- Removal from activity
- Suspension from class
- Other _____

Has the children's pastor been notified?

- Yes
- No

Have the parents been notified?

- Yes
- No

What is the future action plan to correct the behavior (rewards/discipline)?

Parent Signature: _____

ACCIDENT REPORT FORM

(Please print all information.)

Date of accident: _____ Time of accident: _____

Name of person injured: _____ Age: _____

Address of person: _____

Location of accident: _____

Parent or guardian: _____

Was he/she informed? _____ Yes _____ No

Name of person(s) who witnessed the accident: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Describe accident:

Treatment administered:

By whom? _____

**Medora Community Bible Church
8311 Medora Road
Hutchinson, KS 67502**

Christian Education Material Request Sheet

1. Return form to Christian Education Chairman
2. Await approval from Committee

Name of Requestor: _____

Date: _____

Title: _____

Author: _____

Publisher: _____

Age Group: _____

Topic Covered: _____

When to Be Taught: _____

Person to Teach: _____

Quantity Needed: _____ Projected Cost: _____

Please provide a sample and a brief overview of the material for review

For Office Use Only

Approved By _____ Date _____

Christian Education Material Loan Request Sheet

1. Fill out form
2. Return form to Christian Education Chairman for review at next meeting
3. Await approval from Committee

Name of Requestor: _____

Date: _____

Ministry/Organization Represented: _____

Title: _____

Author: _____

Publisher: _____

Age Group: _____

Topic Covered: _____

When to Be Taught: _____

Person to Teach: _____

Quantity Needed: _____

Please provide a sample and a brief overview of the material for review.

For Office Use Only

Approved By: _____ Date: _____

Sunday School Classroom Furniture Request Sheet

1. Return form to Christian Education Chairman
2. Await approval from Committee

Name of Requestor: _____

Date: _____

Room Number: _____

Item(s) Needed: _____

Purpose: _____

Brand (if Known): _____

Quantity Needed: _____

Projected Cost: _____

For Office Use Only

Approved By: _____ Date: _____

Teacher Supply Request Form

Name: _____

Supply Needed: _____

Date Needed: _____

Date You Will Return: _____

Teacher Supply Request Form

Name: _____

Supply Needed: _____

Date Needed: _____

Date You Will Return: _____

Teacher Supply Request Form

Name: _____

Supply Needed: _____

Date Needed: _____

Date You Will Return: _____

Medora Community Bible Church
Visitor Card

Name: _____
Parent/Guardian: _____
Address: _____
City/State/Zip: _____
Phone: _____ Class: _____
Teacher: _____ Date: _____

Medora Community Bible Church
Visitor Card

Name: _____
Parent/Guardian: _____
Address: _____
City/State/Zip: _____
Phone: _____ Class: _____
Teacher: _____ Date: _____

Medora Community Bible Church
Visitor Card

Name: _____
Parent/Guardian: _____
Address: _____
City/State/Zip: _____
Phone: _____ Class: _____
Teacher: _____ Date: _____

Medora Community Bible Church
Visitor Card

Name: _____
Parent/Guardian: _____
Address: _____
City/State/Zip: _____
Phone: _____ Class: _____
Teacher: _____ Date: _____