



FIND YOUR FIRE

**OFLC MOPS AND MOMSNEXT
MEMBERSHIP HANDBOOK
2018-2019**

MOMMING IS HARD.

If you are a first-time mom or a “seasoned” mom, we want to extend a very warm welcome to you. Our hope is that you will find encouragement, support, relevant teaching, and opportunities to develop relationships with other women who are in your same season of life. We are confident that as you become more involved in our group, you will be better equipped to face the challenges that motherhood has to offer.

We’ve all been placed in this time and place in history as a tribe of women who are raising the world. We know we mother better together,

All moms are welcome at MOPS.

MOPS is a non-denominational Christian organization. You do not need to be a churchgoer to join MOPS. We welcome women from all faith or non-faith backgrounds and beliefs. The vision of MOPS is to see no mom alone – because better moms make a better world.





2018-2019

FRIDAYS

9:30-11:30

September 14th & 28th

October 12th & 26th

November 9th & 30th

December 14th

January 11th & 25th

February 8th & 22nd

March 1st & 15th

April 5th & 19th

May 3rd

WHAT TO EXPECT

A MOPS meeting includes practical teaching through speakers, demonstrations and videos. Sometimes we get a little crafty.. sometime a little crazy... we always have fun! Plus, there is food and coffee, which you can enjoy while it is still hot. MOPS mornings are often the only opportunity our moms have to sit and eat without kids. Need a little mom connection? Strong coffee and a moment to sit still? We do, too. We're here for you.

SAMPLE MEETING SCHEDULE

9:00 DOOR OPEN

9:15 MOPS KIDS CHECK IN

9:30 ANNOUNCEMENTS

MINGLE AND FOOD

VIDEO/SPEAKER

CONNECTION TIME

11:30 MOPS KIDS PICKUP



SIDE NOTE

Our MOPS meetings are packed full. In order for everything to run smoothly, we need your help. Please make every effort to arrive on time to each meeting.

Wellness Policy:

In consideration of others, anyone who has shown signs of illness within the last 24 hours, will not be accepted into the MOPS meeting or childcare. We have newborn babies, pregnant moms and lots of little kids who don't want to share the germs.

Attendance:

Due to the high demand for childcare, and limited spaces available, we will be instituting the following policy. You must register to secure a spot for you and your child(ren) when you pay the OFLC MOPS dues. If a member misses more than 2 meetings without notifying leadership within 24 hrs of the meeting, you may forfeit your spot in MOPS to someone on the waiting list. We understand kids and moms get sick the night before or morning of... please contact your table leader to let them know you are not coming. See wellness policy. Exceptions may be made in special cases if your leader is notified in advance of your extended absenteeism or if there are extenuating circumstances.

Breakfast Participation:

Each MOPS member is expected to prepare and bring breakfast items (egg dish, pastry, fruit or other items) once per semester. Please help us make MOPS great by participating. If you will miss the meeting your table is assigned to bring food you are responsible to make arrangements for those items to be brought and letting your table leader know.



Personal Responsibility:

We are so thankful you have chosen to fellowship with us this year, but please remember that we're all in this together. This means that at the end of each meeting, your table will be responsible for your area's cleanliness. Please make sure everything is cleaned up and check that you haven't forgotten anything or anyone before leaving.

OFLC MOPS MEMBER EXPECTATIONS

Babies at MOPS:

We are a breastfeeding friendly group. Newborns and nursing babies are welcome to stay with moms during our meeting. Lap babies are allowed in the meetings until age 1. We have wonderful workers in our MOPS Kids program and nursery that we hope you will utilize. One of our MOPS Kids workers will come and get you if your child needs your attention.

Speaker Time:

Please refrain from having conversations while the speaker is talking. They have valuable lessons and we want them to know our group cares about what they have to share. Fussy babies may be consoled in the hall or nursery during that time as well.

Prayer and Care:

Please share with your table any prayer and praise request or needs that you may have. Steph, our Care Coordinator, is the contact so we can pray for you and assist as we are able for things like surgery, bed rest, miscarriages, or other family emergencies.



Closings:

In case of inclement weather (welcome to Minnesota!) we will be following the Rockford closures, and general common sense with regards to cancelling meetings. Closings will be posted on Facebook and table leaders will text.

Cell Phones:

As a courtesy to all moms, please silence (put on vibrate) your cell phone during our meetings. If you need to make or receive a call during our meeting, please excuse yourself from the meeting area to do so.

Waiting List:

Once MOPS Kids classrooms reach capacity, we will have a waiting list of mothers who would like to attend MOPS. Anyone on the waiting list is always welcome to attend the meetings if they provide their own childcare.





Staying Connected



Join our

facebook[®]
PRIVATE GROUP *for* MEMBERS ONLY

Private Facebook Group:

The purpose of the OFLC MOPS Facebook group is to give members a place to post what is going on in our hearts and homes. Feel free to seek advice, arrange play dates, and share encouraging stories about your family, marriage, children and faith. This is for our MOPS moms only, sorry no shared Facebook profiles allowed.

Please be respectful and encouraging when posting to the page.

We do not allow solicitation of businesses on the page. This is not a sale page. We have a file where you can list your business so moms can contact you if interested.

Pictures from our meetings and playdates will be posted on our page. If you prefer not to have your image included, please indicate that on the photo release paperwork.

SPECIAL EVENTS and PLAYDATES:

Our special events help to promote fun experiences with opportunities for building deeper relationships within the group. We offer a variety of Moms Night Out activities, Play date and more. Planning these events is hard work so we ask that you have a locked in RSVP 3 days before the event. We do understand things happen. There may be events that we say if you RSVP but cannot make it that you are responsible for the cost of your slot.

In order to celebrate our group, these events are open to all members and nonmembers for participation. Please invite your friends to join us for these special events.

Discussion Group Guidelines

Discussion group time gives us an opportunity to share our struggles and successes in our role as mothers. This is an opportunity for us, as mothers, to be vulnerable and open our hearts to one another and develop deeper and lasting relationships with one another. As members of OFLC MOPS, we agree



to the following expectations upon registering for membership:

1. We agree to protect each other through confidentiality.
Anything said within the table group should not be discussed outside the group unless specific permission is given to do so.
2. We will provide the opportunity for each woman at the table to talk, and will encourage her to feel comfortable with expressing herself.
3. We will take time to really listen to others in the group. Keeping personal conversations for outside of MOPS meeting time so no mom feels alone.
4. We will avoid examples and conversations about other people. We will be open and will talk about ourselves and our own situations.
5. We will be sensitive in giving advice.
6. We will be continuously aware of diversity within our group. We will be careful not to degrade others by making derogatory comments about churches, life situations, parenting choices or politics. Our goal is to keep it positive!
7. We will create and maintain a stable environment where MOPS is a safe place just to be ourselves.

Steering Team

2018-2019

Our MOPS group has a Steering Team made up of devoted women who meet monthly to help make sure our OFLC MOPS group runs smoothly. They are the behind the scenes faces to our success in following the MOPS Int'l mission of equip and develop every mother to realize her potential as a woman, mother and leader in the name of Jesus Christ. Please feel free to contact any member of the Steering Team with questions, concerns or suggestions.

Coordinators: MaryAnn Hallstein
Heather LaFave
Steph Halstensgard
****Care Coordinator**

DGTL: Kara Birzniecks

Finances: Terri Sixta

MOPS Kids: Jamie Martinez

Hospitality: Erin Smith

Speakers: Wendy Gustafson

Fundraising: Kara Birzniecks

Outreach: Katrina Krumm

Creative Activities: Rachael Welch

Mentor Moms: Cathy Jones, Sherry Meola, Darcy Nelson, Liz Nuytten, Terri Sixta, & Rita Willhite





MOPS KIDS

Thank you for trusting us with your children. We are so excited they are here! MOPS is for Moms, while MOPS Kids is for our kids. Children enjoy a safe, clean and stimulating environment while moms enjoy the company of other mothers. We welcome infants to home schoolers in the MOPS Kids rooms. The children in the rooms will be working with the Frolic curriculum provided by MOPS International. If you have home schoolers 3rd-6th grade they will need an hour worth of homework per meeting. We do understand that kids can have off-days in care. We allow those children to stay in the room with us as long as they are not disruptive to the group. If you have any issues with MOPS Kids - Please see any coordinator so we can address it.

Tips to Remember:

- ❖ Drop off time is 9:15 A.M. Pick up time is no later than 11:30 A.M.
- ❖ Drop off 4-5 diapers (a large plastic bag will be provided) these will be used only for your child as needed. Unscented diaper wipes are provided by MOPS.
- ❖ Label ALL your children's belongings with their names prior to meetings
- ❖ MOPS will provide a snack, please inform us of any allergies. If you would like to provide your child with their own snack, please LABEL with name and content.
- ❖ Inform the caregiver of any special needs when signing in.
- ❖ Please refrain from "peeking in" on your child. If they happen to see you and/or hear the door, they may think it is time to go when it is not. If you are concerned about your child, please talk to your table leader or our MOPS Kids coordinator and we will send someone to check on your little one.
- ❖ Sometimes a child needs to come out of the room to be in the meeting with you. We have all been there; Please don't feel you have to leave because of this. As long as the topic is not too heavy we welcome those who could not stay in childcare. We do ask that they sit quietly and are not a distraction in the meeting.
- ❖ Leave all personal toys at home.

New & Visiting Moms

All paperwork must be complete and turned in before your child(ren) can start MOPS Kids.

We UNDERSTAND. Transition/Drop off time is stressful for children... and moms. It's hard leaving your child, especially if he/she is upset. Rest assured, your child is in a loving, fun environment. If your child cries continuously for more than 15 minutes, a teacher will come to the MOPS room to get you or will text you to come get your infant.

Outside the infant room, attach your baby's name tag and write your cell phone number on the list by your baby's name and any special instructions. The teacher will greet you and your baby. We ask that you do NOT enter the room as this can upset the other babies. Give your baby a hug/kiss and leave. We know it is VERY hard to leave if your baby is upset. The teachers will hold snuggle, distract and comfort. We have enough teachers so every baby can be held if needed. At pick up we ask that you do NOT enter the infant room.

Birth - 17 Months

Moms are welcome to bring their infants into the MOPS meeting or leave them in the loving care of our nursery staff. Babies will be stimulated with music, toys, Cheerios, and lots of snuggles.

18 Months - 2nd Grade

Children rotate to different activities designed to develop skills, keep them busy and most importantly, build their knowledge and love for God! The curriculum from Frolic for MOPS Kids uses music, activities, crafts and videos to reinforce each bible lesson.

3rd - 6th grade

Older home school students are welcome to join us as well. Students will join the large group for music, and be given an hour of independent study time. Please be sure the students have enough work for the entire study time.

Child : Teacher Ratios

will not exceed the following:

Infant room (4:1)

18-30 Month Class (7:1)

2.5-3.5 Year Old Class (7:1)

3.5-4 Year Old Class (10:1)

5 Year Old - 2nd Grade Class (10:1)

3rd Grade - 6th Grade (15:1)

Background checks are performed for all adult teachers.

Registration

Moms must complete all forms before starting MOPS Kids, even if just visiting (information includes allergies, special needs, special instructions, emergency contact information, etc.)



Mom (not a mom's friend) must check child(ren) in with teacher every week.

Snacks

Moms are responsible for clearly communicating food allergies and concerns.

Snacks for infant room will always be regular Cheerios.

Snacks for ages 18 months and older will all be nut free and produced in a nut free facility. Water will also be provided for those 18 months and older.

Behavior Management

If your child cries continuously for more than 15 minutes, a teacher will come to the MOPS room and get the mom. Teachers will manage age-appropriate behavior, but if excessive, a teacher will come to the MOPS room and get the mom.

Diapers

Teachers will change soiled diapers and those noticeably wet. However, they will not change diapers of all babies, so moms should make sure they drop off babies with dry diapers.

Personal Toys

Children should not bring their own toys into the classroom. If a child requires a special comfort item (e.g., blanket or stuffed animal) this is acceptable, make sure it is labeled and grab it when you leave.

Illness & Medication

For the protection of your child, other children attending MOPS Kids, and childcare workers, we have adopted the following regulations. Bring your child only when he/she is in good health. Parents are asked to keep a child home that is displaying any of the following symptoms:

- Vomited in the last 24 hours.
- Had diarrhea in the last 24 hours (stools that are watery and/or twice the normal amount.)

- A temperature of 100 degrees or higher (do not bring a child until fever free for 24 hours without fever reducing medication)
- Excessive mucous nasal discharge.
- Been exposed to a contagious illness such as chicken pox, measles, mumps, strep throat, pink eye, head lice, impetigo, etc and is in the incubation period.
- Upper respiratory complications (yellow or green mucous nasal discharge, lethargic, stiff neck, ear pain, fever)
- Unexplained rashes (must be diagnosed and no longer contagious before returning)
- You feel your child is not well enough to participate in usual activities or go outside.

Staff members will observe as they arrive for any symptoms listed above. If your child begins to display symptoms after arriving, you will be asked to remove your child from MOPS Kids. Should your child develop a contagious illness within 24 hours of being in MOPS Kids please notify the MOPS Kids Coordinator so other parents can be alerted about the possible contamination. Please note that no medications will be administered to your child. Should your child require any type of medication during MOPS please be prepared to personally administer it at the appropriate time.

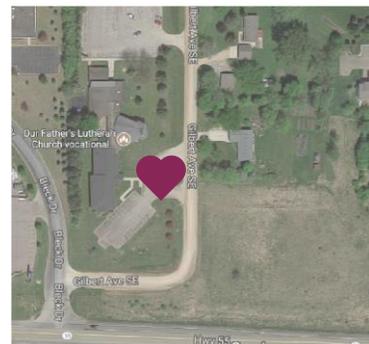
In the event of an injury, soap and water will be used to clean the wound followed by

a Band-Aid if required. Neosporin type medication may also be applied.

Should you have any questions regarding this illness policy please contact the MOPS Kids Coordinator.

Fire Safety

- Fire safety regulations dictate that dropping off and picking up your child must be done on a single-file basis.
- The classroom door must remain shut at all times during MOPS Kids.
- To alert room staff to your presence (and ensure that no little ones are harmed when the door opens) please knock on the door before entering the room.
- Also please limit the number of moms in the room at any given time.
- In the event of an emergency you will need to retrieve your child from designated position outside of the education wing of the building. In compliance with state regulations, please notify the teachers as you escort your child to and from the classroom.



Questions, comments or concerns about MOPS Kids - Please contact the MOPS Kids Co-Coordinators so they can make the appropriate arrangements for your child.

Jamie Martinez jamieponstein@hotmail.com