



MOPS HANDBOOK 2006 - 2007



Chula Vista MOPS
First Church Chula Vista
915 Paseo Ranchero
Chula Vista, CA 91910
(619) 656-2525

<http://members.cox.net/mothers.of.preschoolers>

MOPS EMAIL POLICY

The MOPS roster provides contact information to facilitate friendship and support among MOPS members. Please review this email policy below before using your MOPS roster.

Our MOPS email list cannot be used for broadcast emailing or solicitations of any kind. Out of respect for each other's time, we want to keep the MOPS emails to a minimum. Therefore, MOPS group emails may only be sent by Darlene or Maria, your MOPS Coordinators. Discussion Group Leaders may send information specific to their respective Discussion Groups. Email will have the word "MOPS" first in the subject line to aid your spam filters.

- Examples of inappropriate types of emails include:
 - Chain emails, such as "prayer angels" or "mom hugs"
 - Political, religious or social opinion/information (e.g., prayer in our schools or opinions of our military)
 - At-home party or garage sale notification/invitations
 - Solicitations for home-based or multi-level businesses
 - Jokes and/or personal anecdotes
 - Material that may be considered pornographic or sexually offensive

In general, forwarding emails to groups is discouraged. Appropriate emails most often will be those drafted specifically for the recipient.

Announcements for home-based business, church or community events can be submitted to Regina Garcia for the MOPS Newsletter. All materials distributed at MOPS meetings and microphone announcements must be approved by a MOPS Coordinator.

* You may opt out of the MOPS email list at any time by letting Darlene or Maria know you would not like to receive emails.

WELCOME TO CHULA VISTA MOPS!

Welcome to MOPS at First Church Chula Vista! We have taken special care to make this a positive experience for you and your child(ren). So, we invite you to pour a cup of hot coffee, take a deep breath, relax and know this MOPS morning is yours!

Place: First Church Chula Vista
915 Paseo Ranchero
Chula Vista, CA 91910
(619) 656-2525

Time: 2nd and 4th Tuesdays of each month
(September - May)
9:15 a.m. - 11:30 a.m.
Check-in begins at 9:15 a.m.
Brunch begins at 9:30 a.m.

Cost: A one-year registration for MOPS is \$125. This covers childcare, crafts, refreshments, guest speakers, the \$20 MOPS International membership fee (MOPS to Mom Connection) and operating expenses.

Service: We ask for participation from all our MOPS moms. This includes signing up to work in our MOPPETS classrooms two days during the year and periodically bringing a dish for our brunch.

MOPS 2006 - 2007 STEERING TEAM

<u>Position</u>	<u>Name</u>	<u>Phone Number</u>
Coordinator	Darlene Chier	(619) 482-1654
Co-Coordinator	Maria Jones	(619) 216-3993
Discussion Group Team Leader	Robin Maves	(619) 591-9221
Hospitality	Julia Spear	(619) 946-4524
MOPS Mentor Moms	Sue Foley Perk Snow Sue Miller	(619) 470-8879 (619) 216-6906 (619) 479-3446
Speaker Coordinator	Kathleen Yetter	(619) 656-7770
Registration/Finance	Sabine Shipley	(619) 656-0426
Newsletter	Regina Garcia	(619) 948-8884
Fundraising	Disa Zaiser	(619) 216-4359
MOPPETS	Joan Horton	(619) 863-5339

SICK CHILD POLICY

A child will be excluded from the MOPPETS program if any of the following conditions exist:

1. A child with chicken pox during the contagious stage
2. A child who has vomited due to stomach flu within the last 24 hours
3. A child who has had abnormally loose stools or diarrhea within the last 24 hours
4. A child with a runny nose (unless fluid is clear and child is teething or has allergies), is sneezing, coughing or has obvious cold symptoms
5. A child who has an undiagnosed rash (diaper rash is acceptable)
6. A child who has had a fever within the last 24 hours
7. A child who cannot be reasonably comforted and requires more care than can be provided

The evaluation of the child will be based on the physical symptoms and risk to the health of the other children and adults present.

MOPPETS workers will give NO MEDICATION of any kind - not even Tylenol. If a child must have medication, such as allergy medicine, it must be kept by the mother until needed, and then given by the mother.

MOPPETS SCHEDULE

Babies, toddlers and preschoolers will be lovingly cared for and played with during the morning. Snacks are provided for all toddlers and older children unless caregivers are otherwise instructed.

MOPPETS 2 years and older will do the following throughout the morning:

- ♥ Play
- ♥ Eat
- ♥ Sing
- ♥ Bible Story
- ♥ Art Activities
- ♥ Bathroom Breaks

Can My Child Bring a Friend to MOPPETS?

MOPS is a ministry that strives to serve all mothers of preschoolers in the community. Although we are happy to provide time for moms to get together for support and fellowship, MOPPETS is not a baby-sitting service. Please contact the MOPPETS Coordinator before MOPS to make arrangements for any visitors.

Special requests, such as placing siblings in the same classroom, must be given to the MOPPETS Coordinator. She will always try to accommodate your requests, but please note that space is limited and not all requests can be granted.

MEETING DATES

Fall - Winter 2006:

♥ September 12	♥ November 14
♥ September 26	♥ November 28
♥ October 10	♥ December 5
♥ October 24	

Winter - Spring 2007:

♥ January 9	♥ March 27
♥ January 23	♥ April 24
♥ February 13	♥ May 8
♥ February 27	♥ May 22
♥ March 13	

MEETING SCHEDULE*

9:10 - 9:20 a.m.	Drop off children in their MOPPETS classrooms
9:15 - 9:30 a.m.	Coffee/Check-in
9:30 a.m.	Welcome/Prayer/Brunch
9:40 a.m.	Devotion from Mentor Mom
9:50 a.m.	Hospitality Fun
10:00 a.m.	Guest Speaker
10:30 a.m.	Discussion Groups
11:00 a.m.	Creative Activity
11:20 - 11:30 a.m.	Clean Up/Pick Up MOPPETS

* Schedule subject to change according to the particular day's activities.



WELCOME TO MOPPETS!



MOPPETS is a very special program designed for your children. We are pleased to have the privilege of caring for them. Your children will be actively involved in MOPPETS from 9:15 - 11:30 a.m. while you are enjoying the fellowship at MOPS. Please fill out a MOPPETS registration form for *each* child you are enrolling full-time in our MOPPETS program.

DROP-OFF PROCEDURES

1. Children may be checked into their rooms no earlier than 9:10 a.m.
2. Sign your child in at the door and please include any special instructions for the day
3. Find your child's nametag and put it on him/her
4. Put your child's coat/bag in the designated area
5. Make sure you release your child to a teacher! Do not just send your child into the room without an adult's knowledge

PICK-UP PROCEDURES

Mothers must pick up children from their respective rooms at 11:30 a.m. Please be sensitive to this, as our MOPPETS volunteers need to be released at this time. Also, children naturally become upset when they see other kids' mommies coming early, but not their own. Thank you!

MOPPETS: POLICIES AND PROCEDURES

Nursery care is for children ages 3 months or older.

If your infant remains in your care during our meeting and becomes fussy during the lecture/presentation, we would ask that you briefly leave the meeting room out of consideration to the lecturer/presenter and other moms.

You are welcome to help out in your children's classrooms until they feel comfortable with their new friends.

- ♥ All bottles, blankets, diaper bags, backpacks, coats, etc. must be clearly labeled with your child's first and last name
- ♥ Please refrain from bringing personal toys from home (special "loveys" are the exception to assist in the transition)
- ♥ If your child is potty training, a complete change of clothing is required (please include fresh socks)
- ♥ Because it is upsetting/disruptive for youngsters to see people come and go from their classrooms, please use discretion when checking on your child during the meeting. Mothers will be notified immediately if they are needed