

**Board of Christian Education and Family Life**  
**Faith Lutheran Church**

*Bylaws description:* The Board of Christian Education and Family Life should consist of a minimum of four (4) members including the elected Chairperson of the Board, the elected Sunday School Superintendent, the elected Superintendent of Adult Education, and the Coordinator of Special Programs. The pastor of the congregation will serve as an *ex officio* member of the Board, assure the doctrinal soundness of all educational offerings, and be responsible for the oversight of the confirmation curriculum.

The basic objectives of this Board are to plan and administer the total educational program of the congregation, to determine policies, to select personnel for the various educational programs, to provide the necessary means and facilities for the programs, and to direct and supervise the entire educational program of the congregation.

**Description of Responsibilities):**

The responsibilities of the Board of Education and Family Life fall in three categories, with the corresponding tasks:

**1. Children's Education (Sunday School Superintendent & Pastor)**

Sunday School – Sunday School materials are selected in consultation with the Pastor and Board. SS Supt. researches the curriculum options and orders the curricular materials, arranges teachers and schedule.

Confirmation – Pastor selects curriculum, SS Supt. orders the curricular material, Pastor and Elders teach the confirmation classes.

Children's Service Events – SS Supt encourages children's participation in service activities such as making cards, singing for shut-ins, and serving the community.

**2. Adult Education (Superintendent of Adult Education)**

Sunday morning adult Bible classes – Supt. A.E. recruits and schedules teachers for Sunday morning adult Bible classes and oversees the selection of material.

Coordination of other adult education programs including Home Bible study groups, Marriage Enrichment classes, Men's Bible study, Women's Bible study, and Seniors' Bible study.

**3. Other Education Programs and Services (Coordinator of Special Programs)**

Christian Library – the Coordinator of Special Programs assures that the library is organized and maintained for appropriateness and condition.

Family Bible Studies – the Coordinator of Special Programs encourages the use of family-based Bible study. These studies could be in the home or in family-oriented gatherings.

Children’s Christmas Program – the Coordinator of Special Programs serves as a liaison for the Children’s Christmas Program.

VBS - The Coordinator of Special Programs recommends VBS curriculum to the Board, recruits a VBS Director, and oversees the successful delivery of the VBS program.

Special Family Events including retreats, campouts, and sports events.

### Meetings and Reports

The Board of Christian Education and Family Life (CEFL) should minimally meet six times a year, corresponding to the calendar of Church Council and Voter’s meetings. The chair of CEFL should prepare a brief written report for each meeting of the Church Council, to also be presented at the subsequent Voter’s meeting. These reports should include recent activities and upcoming activities. The October report shall also include the proposed church budget for the following year.