

The Moms Plus Organization of St. Raymond de Penafort Parish

What is Moms *Plus*?

Moms *Plus* is a ministry of over 200 women, organized within 15 groups. This ministry was born some twenty years ago to provide Christian support to women as they explore the many roles they possess as wives, mothers, employees, employers, friends and citizens of the community.

Whether you are in search of a spiritual, social, emotional or intellectual bond with other women like yourself or simply want to establish roots in the parish community, Moms *Plus* can help!

Coffee, Camaraderie and Much More....

Moms *Plus* members gather together to share a desire to support, encourage and befriend one another as they undertake the demanding but rewarding role of motherhood.

Both at-home moms and those who work outside the home participate in Moms *Plus*. Members are organized into 15 active groups and each group has approximately 15 members. Moms *Plus* groups may meet in the evenings or during the day and as frequently as once a week or once a month.

Because our members are in different stages of their mothering careers (with children in the newborn stage up to age 18 or older) new members are generally placed with moms who have children in the same age group. Placement of new members occurs in January and September each year.

Groups may enjoy a variety of activities, both social and spiritual. Many of our groups have organized speakers or arts and crafts activities during group meetings, conducted bible studies, participated in retreats or enjoyed breakfast and dinner outings. Often, they simply meet for some conversation and “mom time.”

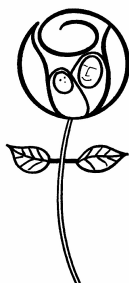
Ministering to Ourselves and Others

The women of Moms *Plus* share a firm commitment to service and support one another. As a ministry of St. Raymond, Moms *Plus* also helps the parish and community at large. In the past, our moms have found fulfillment in organizing clothing drives, Adopt-A-Family gift giving programs, Thanksgiving food drives and parish-wide events such as the Mardi Gras Fun Night and Senior Barbecue, to name a few.

Looking Ahead

Moms *Plus* members share and enjoy the company of women like yourself. Many friendships have bloomed from within the Moms *Plus* framework. It could be the beginning of a long and fulfilling journey for you.

For more information about Moms *Plus*, please contact the Parish Ministry Center at (847) 253-8600.



Moms Plus Organization

Mission, Philosophy and Goals

Mission

We, the members of the Moms *Plus* Organization, are women in relationships – relationships to our spouses, our children, one another, our community and our God – nurturing and encouraging the personal development of the individual mother.

Philosophy

We, the members of the Moms *Plus* Organization, recognize that personal development is an evolving process of growth and change. As individuals we each have unique gifts and needs. We join together in friendship to communicate with and listen to one another. We strive to encourage, affirm and support each other. We recognize the responsibility of each member to take time to develop her talents, become aware of her needs and share her individuality for the good of her family and the community as a whole. We strive to create an environment that enables us to see our uniqueness and in turn enable those with whom we share a relationship to seek their own.

We recognize the respect we demonstrate for our families and ourselves by our commitment to spiritual, emotional, personal, psychological and intellectual growth. As women and mothers we must be ever mindful of our dual responsibilities to both nurture and exhibit a zest for life.

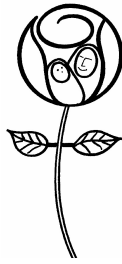
As an organization we value service to others within our membership and to the community at large. We strive to be aware of the needs within our community and meet those needs.

Goals

To encourage the personal development of the individual mother.

To find ways to help the marriage relationship grow.

To share, support and be a resource for one another in the enhancement of the mother/child relationship and in continuing parent education.



Moms Plus Organization

Group Roles and Responsibilities

Each Moms *Plus* group operates under the direction of two co-leaders and various “task oriented” representatives in order to facilitate the group’s organization, operation and communication with the Moms *Plus* Organization at large. Other responsibilities within a group may include but are not limited to Treasurer, Meals Coordinator and Sunshine Coordinator. New group leaders will be chosen annually. It is the out-going leaders’ responsibility to contact the Moms *Plus* Facilitators with the names of the new leaders.

Group Leader (2 Positions)

Facilitate meetings

- Help the group adhere to an agenda
- Manage go-around so everyone gets a chance to speak
- Help create a Christian environment
- Encourage group interaction
- Welcome and provide orientation for new members

Maintain group correspondence

- Construct meeting agendas and send meeting notes
- Revise and distribute the group roster as needed

Act as a liaison to the Moms *Plus* Organization

- Attend Leaders meeting two times per year (September and January)
- Communicate group roster changes to Moms *Plus* Facilitators (leaders, enrollment, meeting schedule)
- Report Moms *Plus* Organization news to your group

Treasurer

Maintain group treasury

- Collect annual member dues
- Maintain cash flow ledger

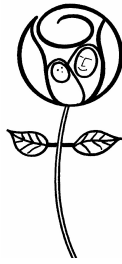
Meals Coordinator

Coordinate meals for members in need (e.g. new baby, sympathy)

- Contact member to determine when she would like meals to begin
- Establish a calendar for meal delivery
- Provide a reminder call to members responsible for providing the meal

Sunshine Coordinator

Send cards from the group (e.g. thank you, sympathy, birthday, etc)



Moms Plus Organization

Individual Group Guidelines

The Moms *Plus* Organization is composed of several small, independent groups of women who are bound to one another by mutual interests and concerns. These groups share a firm commitment of service to one another and the parish community.

Each individual group recognizes that it is an important component of the entire Moms *Plus* Organization and as such, has varied responsibilities to the group at large as well as to its own individual members. Such responsibilities include a solid understanding and firm commitment to the mission and philosophy of the Moms *Plus* Organization. Each group should communicate its activities and concerns to the Moms *Plus* Organization, support and serve one another and participate in any special Moms *Plus* projects, causes, ministries, etc.

With this understanding in mind, the following are the operational guidelines for individual groups.

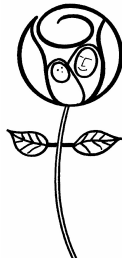
1. Groups generally consist of between nine and fifteen (maximum) members. Each group is committed to Christian family values, support and service to one another and to the Moms *Plus* Organization.
2. All group members interact with one another in a spirit of mutual respect, shared responsibility, acceptance and confidentiality.
3. Day groups may choose to meet weekly or bi-weekly. Night groups may choose to meet bi-weekly or monthly.
4. Groups determine the format and agendas for their own meeting.
5. It is the Group's responsibility to employ a babysitter for their children during their regular meeting time. The Babysitting Coordinator should be contacted by the group leader for recommendations and contacted once a sitter has been chosen (See Babysitting Guidelines).
6. Any woman who would like to become a member of a small group at any point in her parenting experience is encouraged to do so. All new prospective members must contact the Moms *Plus* Facilitators who will then identify an appropriate group for her. New groups will be formed as the need arises.

7. New groups are begun under the direction of an existing group Leader, who meets with the members of the new group for the first few sessions in order to introduce the new members to the Moms *Plus* Organization. This allows sufficient opportunity for the new group to gain some direction, initiate its own leadership and develop group independence.
8. New members will be added to existing groups and new groups will be formed (if needed) twice a year, in the spring and fall. This provides for growth and development of the group as well as a more consistent environment for the new members.
9. A group member may request relocation to another group. However, that member is then added to the new member waiting list and will be placed in a group during the next enrollment period. New group members as well as active members requesting a change will be placed in a new group on a first come-first served basis. Placement will be determined by: a) vacancy within a group; b) personal choice; and c) the ages of the children within that group.
10. Each Moms *Plus* group operates under the direction of two co-leaders and various “task oriented” representatives in order to facilitate the group’s organization, operation and communication with the Moms *Plus* Organization at large. Other responsibilities within a group may include but are not limited to Treasurer, Meals Coordinator, Sunshine Coordinator and Babysitting Coordinator. New group leaders will be chosen annually. It is the out- going leaders’ responsibility to contact the Moms *Plus* Facilitators with the names of the new leaders.
11. The responsibilities of the Co-Leaders will be determined by the group itself and guided by the mission, philosophy and goals of the Moms *Plus* Organization.
12. All members should be dedicated to the success of the growth of the group, thus regular attendance is encouraged. If a member continually misses meetings it is the leaders’ responsibility to inquire if she is still committed to the group. If absences still occur the member will be notified that her status will be changed to part-time.

Part-Time Membership Requirements:

- a. A member may change her status from full-time to part-time at any time. She may resume full-time status should she desire as long as she has fulfilled her part-time group member expectations.
- b. All part-time group members will be included on the group roster. However, for purposes of placing new members within the group, part-time members will not be included in the group’s count.
- c. Part-time members will remain on the calling tree/distribution list and will continue to receive the group’s meeting agenda.
- d. Part-time members are expected to attend a minimum of one third of the group’s scheduled meetings/events per year.
- e. Part-time members are expected to participate in the group’s designated service projects.
- f. Part-time members are expected to pay any and all dues for her group.

- g. If a part-time member is unable to fulfill the above commitments, then she will be removed from the roster and the calling tree/distribution list. Any connection she wishes to maintain with the group will be her responsibility.
 - h. If a former member would still like to remain in contact with the individual group, engagement in certain social events would be welcome, however, sporadic “drop-ins” are discouraged.
13. Groups continuously offer opportunity for its members to grow in areas of self-enrichment, self-awareness, parenting, communicating, ministering, etc through various means such as book study, group discussion, speakers, experiences in prayer, talent sharing, affirmation of one another’s social activities and outings for women, couples, children and families.
 14. Individual group dues are collected from each member. The amount, frequency and allocation of those funds is under the discretion of the individual groups. Dues have been used for coffee, babysitting, craft funds, guest speakers, service projects, etc.
 15. All groups have a responsibility to service within the Moms *Plus* organization. Leadership responsibilities for the Organization include: Co-Facilitators (2 positions), Service Project Coordinator (1 position), Babysitting Coordinator (1 position), Newsletter Coordinator (1-2 positions) and Adult Formation Representative. These positions are two-year terms and change on a rotating basis to allow continuity and smooth transition.
 16. All groups have a responsibility to service within the St. Raymond Parish community. The Moms *Plus* Organization will identify the mandatory internal service projects that the Organization as a whole will commit to each year. It is expected that each group will fulfill two service projects each year: an internal service project as defined by the Service Project Coordinator and an external service project which is up to the each group’s discretion.



Moms Plus Organization

Babysitting Guidelines for the Babysitter

Babysitting for the Moms *Plus* Organization is a ministry of the Parish. Please remember the babysitting area is also a part of the PMC and noise and activity levels should remain appropriate.

Arrival

- Please arrive at 8:55 am (5 minutes before the meeting begins) to set up the room and have a sign in sheet ready for the moms.
- Remove toys from the closet for the children to play with. The children should not enter the toy storage area.

Scheduling

- Children should be dropped off by 9:15 am
- Free play and organized games until 10:00-10:15 am
- Serve snacks from 10:15-10:30 am while the children are seated at a table. The Moms *Plus* group will provide the snack.
- Quiet time is from 10:30-11:00 am. Read stories or play games until the moms pick up the children.
- Children should be picked up at 11:00 am.
- You as the babysitter should be the last person to leave the room.

Responsibilities

- It is your responsibility to (1) sweep the floor in the snack area; (2) put all toys away in the closet; (3) clean off the tables; and (4) turn off the lights before you leave the room.
- Punctuality and Attendance: The Moms *Plus* group you sit for counts on you. Please notify the leaders with as much advanced notice as possible if you are unable to sit.
- Discipline: This should be discussed with the Moms *Plus* group leaders. Generally a short time out in a chair is appropriate (1 minute per year of age). Any disciplinary measures should be discussed with the mom at pick up.
- Diapers: You are responsible for changing dirty diapers. We provide and require the sitter wear disposable gloves during these changes. Each child should arrive with a stocked diaper bag. If supplies are missing or if you are having a difficult time please contact the mother using the walkie-talkies. Soiled diapers should be dropped in the dumpster behind the PMC when you leave.
- Cleanliness: Coggins Hall should be as clean when you leave as when you arrived.
- Play with the kids: Interact with and supervise the children.

Babysitter Rights

You have the right to:

- Be compensated for your services: \$15 minimum per meeting. Mothers are charged \$4.00 for 1 child, \$6.00 for 2 or more children from the same family.
- Refuse sick children
- Call a mom for pick up when (1) a child has been crying for 15 minutes; (2) for assistance when a child refuses to let you change their diaper; or (3) a child needs to be taken to the toilet if you are alone.
- Ask for an extra sitter if the group is too large or difficult to handle.
- Split the money evenly with sitters who babysit simultaneously.

Special Notes

- There may not be more than 25 children in babysitting at one time. This includes the sitters' children.
- Children are eligible for babysitting once they are strong walkers and at least 1 year of age.
- The children's safety and well being is everyone's primary responsibility.

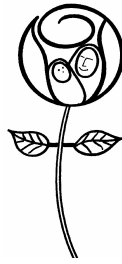
Approved Snack List

- Babysitting is a peanut-free environment. The Moms *Plus* Organization will follow St. Raymond's Early Childhood program approved snack list.

Approved Snack List

All Hostess snacks – Cupcakes, Twinkies, Ho Ho's, Ding Dongs, Suzy Q's, Donettes
Pepperidge Farm Goldfish Crackers
Honey Maid Sticks / Graham Crackers (chocolate, honey & cinnamon)
Sunshine Cheez-It Crackers, Twisters
Kellogg's & Betty Crocker Fruit Snacks (some generics are made in plants w/ peanuts)
Ice Cream Cups
Kellogg's Rice Krispie Treats
Keebler Graham Crackers
Jell-O Pudding and Jell-O Products
Quaker Rice Snacks
Kraft Cheese Nips
Nabisco Animal Crackers
Keebler Club Cracker Snack Sticks
Teddy Grahams
Bugles
Pretzels (Not Snyders)

Allergy information is listed in **BOLD** at the bottom of ingredient lines. It is always best to look there first before purchasing snacks.



Moms Plus Organization

Babysitting Guidelines for the Mother

The Parish has kindly provided the Moms *Plus* Organization space (Coggins Hall) for babysitting during our meetings. This is a service that can continue as long as we work together. Children are eligible for babysitting once they are strong walkers and at least 1 year of age.

Drop Off

- All children must be dropped off by 9:15 am. A later drop off may disturb children who are having a difficult time adjusting.
- Sign your child in and note any special instructions. Be sure to tell the sitter directly.
- Leave a labeled diaper bag (stocked with diapers, wipes and a changing pad) in an appropriate area.
- Leave a labeled cup of WATER for your child. The cup must have a lid, preferably in a no-drip cup. Drinks other than water attract insects and are not allowed.
- Transition your child to the care of the sitter.
- Leave and enjoy your meeting.

Pick Up

- Please be aware that the babysitter has cleaned up and prepared the children for your 11:00 am arrival. Please be on time as a group. If moms stagger in at different times children may get upset that their mom has not yet arrived.
- Please remember to take home all of your belongings. Items left behind will be placed on a table in Coggins Hall.

Payment

- Make sure your sitters are paid the appropriate amount. \$4.00 for 1 child, \$6.00 for 2 or more children in the same family. Note, sitters require a \$15.00 minimum fee.
- If more than 1 Moms *Plus* group is sharing a babysitting space, the babysitters should equally share the fees.

Special Circumstances

- Children should be relatively healthy. Fever free for 24 hours. No diarrhea or vomiting is allowed. Only clear runny noses allowed (no green or yellow mucus). The babysitter may refuse a sick child or call a mom to pick up a sick child.
- If a child is crying or distressed for a period of 15 minutes, the mother will be notified to come and get the child. The child can try babysitting again at the next meeting.
- Sitters can call a mom to change a diaper if they are having a difficult time.
- There are to be no more than 25 children in babysitting at one time.

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