

READINESS MEETING REPORT

DEPARTMENT _____ CLASS _____ REPORT DATE _____

_____ LEADERSHIP PRESENT: _____
_____ LEADERSHIP ABSENT: _____

MINISTRY TO MEMBERS: Please list specific needs met since the last Readiness Meeting.

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List any special needs the church staff should be made aware of

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PRAYERS THAT HAVE BEEN ANSWERED SINCE THE LAST READINESS MEETING:

WHAT HAS BEEN THE ATTENDANCE AT EACH SUNDAY SCHOOL MEETING SINCE THE LAST READINESS MEETING:

Week 1	Week 2	Week 3	Week 4	Week 5
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WHO HAVE BEEN THE NEW MEMBERS SINCE THE LAST READINESS MEETING: TO WHAT CARE GROUPS HAVE THEY BEEN ASSIGNED & WHAT NOW IS KNOWN ABOUT THEM:
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WHO HAVE BEEN THE GUESTS SINCE THE LAST READINESS MEETING: TO WHOM HAVE THEY BEEN ASSIGNED AND WHAT HAS BEEN LEARNED ABOUT THEM:

MINISTRY TO MEMBERS: Please list specific needs to be met:

NAME:

ACTION:

ASSIGNED TO:

IN OUR DEPT/CLASS WHAT ACTIVITIES HAVE WORKED AND WHAT HASN'T WORKED:

WHAT EVENTS DO WE HAVE ON THE CALENDAR FOR THE NEXT TWO MONTHS:

WHAT NEW EVENTS DO WE NEED TO ADD TO THE CALENDAR:

WHAT CHURCH EVENTS DO WE NEED TO PROMOTE:

HOW HAVE THE LESSONS SINCE THE LAST READINESS MEETING
HELPED THOSE WHO HAVE ATTENDED:

WHAT WILL BE DONE WITH THE LESSONS UNTIL THE NEXT READINESS MEETING:

PRAYER REQUESTS: We will pray for these needs during the next few weeks:

MATERIALS WE NEED FOR OUR ROOM: