

4+2 Schedule Evaluation 03/09/2006

Thursday, March 09, 2006

I (Bruce Jahnke) met with Pastor Tim on March 9 to review the transitioning into a 4+2 schedule and the issues that were identified during the first on call week.

As a result of this evaluation, there are adjustments being made to cover some of the issues that surfaced almost immediately. I would say that although we are calling this 4 weeks on and 2 weeks on call, there is an effort to have a little more coverage during the 2 weeks on call. Also another key point is the need for communications.

We all need to make adjustments to the way we do things and communicate to make this work.

Read the report and action items below:

1. **Schedule weekly staff meetings** and attend these meetings even when they fall during on call weeks. The goal is to help maintain connection to staff and deal with issues and concerns that may arise.
2. **Schedule a Leaders' Gathering** after each on call period. (See schedule below) This meeting will allow evaluation and adjustment of 4+2 schedule as needed to support various needs of committees and events. The goal is to provide a set time for Pastor Tim to have contact with leaders and groups. A side benefit will be a time for groups to meet with each other.
3. **Meet once each 4+2 cycle with Bruce Jahnke** to
 - 1) Review the schedule and resolve issues and make possible adjustments to the 4x2 schedule.
 - 2) Monitor the hours that Pastor actually works during the on call week to ensure respect of the 70% boundary.
 - 3) Monitor the impact of Pastor Tim's absences from Council meetings to ensure the effectiveness of key leadership.
4. **Council meetings**, when Pastor Tim is absent he will submit a written report in advance. Also Council is to brief Pastor Tim on actions after the meeting. The goal is to maintain information flow to and from Council.
5. **For on call Sundays** Pastor Tim will lead worship and preside at communion. He will also make arrangements for alternate messages in place of the sermon. The goal is to provide continuity from week to week and avoid cost of additional pulpit supply.
6. **For All Sundays** Pastor Tim will be available for conversation to maintain relationships with the congregation and with visitors.

Schedule of Leaders' Gatherings for 2006

Leaders, put these dates on your calendars and attend or have at least one member of your committee or group in attendance.

All are on Mondays

April 10th	7:30 PM		
May 22nd	7:00 PM	Sep 25th	7:00 PM
July 17th	7:00 PM	Nov 6th	7:00 PM
Aug 14th	7:00 PM	Dec 18th	7:00 PM