

SCHOOL ASSEMBLIES

COMMUNITY PLANNER GUIDE

SCHOOLS SERVED

The best way to impact schools is to connect them by serving.

STUDENTS EQUIPPED

Allow God to stretch their faith enough to believe for their friends' salvation.

CHURCHES INVOLVED

Partner with Minnesota Youth Alive to reach your students' school.



YOUTH ALIVE
STUDENTS REACHING STUDENTS



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SCHOOL ASSEMBLIES

A MINNESOTA YOUTH ALIVE STRATEGY



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SCHOOL ASSEMBLIES

HOW DO I START?

Thank you for your interest in MN Youth Alive/Student Reach Minnesota school assembly programs. Our team is looking forward to working with you and your community to see something amazing happen that will build a positive bridge to your school, bring students hope and create a sense of unity in your community.

In order for this day to be the best it can be, you will need to ask yourself and your team two questions:

1. “**Why** do we want to do this?”
2. “**What** do we hope to accomplish with this program?”

The specific answers vary for every community, but there are some general answers for **Why**?

1. I just want to reach my school for Christ.
2. My students want this to happen.
3. Our church wants to build a better relationship with our school.
4. The Church needs to be part of the solution for hurting students.

Here are some answers for the **What**?

1. We want an excellent school assembly during the day and a Gospel Outreach that night.
2. We want to serve our school with an excellent school assembly during the day and provide a positive experience in the evening for parents and students.
3. We want to give the school an excellent school assembly with no strings attached.



Once your team has answered these questions, you ready to work with your community to plan this extraordinary day/s.

MNYouth Alive/Student Reach MN **offers three types of programs** for a school/community.

1. School assembly and evening outreach.
2. School Assembly and a community resource night.
3. School Assembly only.

No matter which school communicator you choose, our team will be able to accommodate your **Why?**



SCHOOL ASSEMBLIES

HOW DO SCHOOL ASSEMBLIES WORK?

The school assembly strategy seeks to bring groups of people together that are already established in your community. Together they can focus on delivering a message of hope to every student, serving the school and creating a positive long-term presence with the school.

It all starts with students! The real heroes are students who take responsibility to share their personal faith with their friends. The goal of our program is to empower Christian students to be the voice of change in their school through personal evangelism with campus communities/groups/clubs, sport teams, the arts, speech competition and even hallway conversations. These heroes will pray, promote, invite, and even see salvations inside the school before the school assembly team ever arrives.

This strategy works best when churches partner together to focus on the schools. It takes all denominations, sizes and styles for unity to bridge the gap for school influence. One of the greatest lingering effects of school assemblies in most communities is the network that is built during the school assembly effort. Pastors become friends and churches begin to do ministry together without walls or reservations. The churches might have differences in doctrine or style, but most can agree that students need Jesus. Students are at the schools and schools need the church.

Communities love their children and want to do anything that can help them grow up healthy, be educated and become a productive part of society. The school is the hub of every community. That community is made up of people and many of those people understand there is a faith component in that health. Bringing community groups together to help students will enhance the strategy for the benefit of students.

The scope of influence in your community and the major elements or people it takes to see school assemblies succeed are all within your reach.



SERVED

SCHOOLS/STUDENTS/FACULTY/STAFF - SERVED

1. How can we make an impact if we don't connect with schools in our community? **The best way to connect is to serve.**
2. How do we get started?
 - a. **Establish a presence at the school.**
 - i. Schedule a meeting with your principal. Get to know them, their pressures and their needs. Ask, "How you can help?" or "How can I serve you and this school?"
 - ii. Get to know Christian students who are reaching out to their school. Visit their campus community groups/prayer groups or Bible Clubs.
 - iii. Attend events. Be visible at the various sporting, arts and school activities. Meet the parents and people from the community.
 - iv. Visit school lunches. If your local school allows, eat lunch with the students who attend your church and meet others who do not.
 - v. Service projects. Take the requests from the principal seriously and do all that you can to meet those needs. There are ideas to help in this area found in [Love Your Schools](#).



b. Using a school assembly to serve

- i. Check the www.studentreachmn.com webpage to gather information on communicators who may be available for your school.
- ii. Contact Richard Baker, Student Reach MN director about availability. 612-865-6114 or r.bakersrm@gmail.com
- iii. Obtain digital promotional material for the potential School Assembly Program (communicator's bio, recommendations, school list, video link).
- iv. Make a list of potential schools. What schools have Christian students who want this program? Where does your team already have favor? Make those schools your priority.
- v. Contact each school administrator to schedule an appointment to talk about the school assembly.
- vi. Meet the Principal/Administrator
 1. Introduce yourself and those with you.
 2. Express your gratitude and your concern for students.
 3. Introduce the program and discuss costs. (Know what your church or group is willing to give toward the cost of the day.)
 4. Ask for a decision and/ or when to follow up with them.
- vii. Finalize the presentation agreement with the school. (SRM will have a digital or paper version available on request)
- viii. A Student Reach MN Representative can be available to assist you, if you desire.



EVENING EVENT

1. This is where the “**Why?**” makes all the difference. **There are three choices:**
 - a. If you have decided to give the school program to the school as a gift with no strings attached, the MNYA/SRM team would just perform during the day.
 - b. If you want a faith-based outreach event, the next few pages will give the details for having a successful outreach.
 - c. If you want a long-range outreach and want to build more community trust, the Community Resource Night is a good choice. The details for this type of outreach are listed later in the guide.

2. **Faith-Based Outreach**

This evening program is an opportunity for students, churches and community groups to come together to share the Message of Hope found in Jesus Christ with students and parents alike.

- a. Students who have a desire to see their classmates know Jesus Christ, are equipped and engaged in the entire process of this outreach.
- b. Church congregations, pastors and youth leaders are working together in unity for the common cause of introducing Jesus to students.
- c. Community organizations with a passionate concern for students unite around a message that will give students Hope.

3. **The Goal**

Host a 60-75 minute program that will bring Jesus Christ the message of Hope to each student with opportunity to respond.



EQUIPPED

STUDENTS - EQUIPPED

1. **Prayer.** What would happen if students took the time to pray for just five of their friends to come to know Jesus? To allow God to stretch their faith enough to believe for their friend's salvation?
2. **Students Reaching Students** (See Appendix A). Most students need a way to make reaching out to their peers strategic and step-by-step. This plan is a simple way for students to determine who they will bring and pray for them.
 - a. The Challenge: Share the Five Friend Focus with Students. "Will you allow yourself to accept the challenge of reaching your friends and fellow students at your school?"
3. **Promotion and Invitation** (Contact MNYA/SRM)
 - a. Invitations
 - b. Social Media Postables
 - c. Posters
4. **24-hour response** (See Appendix B). How to mobilize students and adults to respond within the first 24 hours to those who respond to the Gospel. A sample response card is included in the Community Planner Guide download.
5. **Beyond 24 hours:**
 - a. Connect friends with your church and church friends.
 - b. Get them involved in campus ministry.



INVOLVED

CHURCH - INVOLVED

1. Network lunch with area churches.
 - a. Discuss a target date and contact MNYA/SRM to confirm.
 - b. Discuss overall budget and financial commitments.
 - c. Discuss leader responsibilities. (See Appendix D.)
 - d. Discuss community organizations that could support the program.
 - e. Pray
2. Finances.
 - a. Determine budget.
 - b. Complete Budget Worksheet. (See Appendix C.)
 - c. Pray over the budget.
 - d. Raise all funds needed prior to the event.
3. Promotion.
 - a. Ask MNYA/SRM for promotional material for your communicator.
 - b. Inform entire church of the event.
 - c. Identify speaker, giveaways, food, and entertainment.
4. Follow-up.
 - a. Train response team.
 - b. Distribute response cards to church leaders.
 - c. Implement the 24-hour strategy. (See Appendix B.)
 - d. Invite to post Youth Alive evening event.
 - e. Thank community organizations that supported the program.



CONNECTING

PLAN TO CONNECT

1. Kick-off service.
2. Training:
 - a. **Response**
 - b. **Prayer**
 - c. **Five Friend Focus**
3. Sunday promotion.
4. Prayer Event.
5. Student Reach MN school Assembly.
6. Evening event.
7. Continued coaching.



EVENING EVENT

EVENING EVENT

STUDENT

1. Pray for you friends.
2. Bring your friends.
3. Social media push.
4. Respond with friends.
5. Connect your friends to church, with follow-up conversations.

CHURCH

1. Secure a neutral location with deposit.
2. Invite community organizations to participate and support.
3. Secure giveaways.
4. Determine entertainment, food, and attractions.

a. Entertainment provided by MNYA/SRM

b. Food

- i. Hot dogs.
- ii. Pizza.
- iii. Sandwiches.
- iv. Ice cream.



c. Giveaways

- i. Cash.
- ii. Gift cards.
- iii. Electronics.

5. Recruit and train all volunteers.

a. Games, food, security, welcome team, etc.

b. Response.

6. Secure evening event response materials.

a. Pens, response card, follow-up books, and Bibles.

7. Implement follow-up plan.

YOUTH ALIVE TEAM

- 1. Student Reach MN Assembly Outreach Timeline (Appendix E.)
- 2. Evening event programming.
- 3. Gospel presentation.



APPENDIX A

STUDENTS REACHING STUDENTS

Most students need a way to make reaching their peers strategically and step-by-step. This plan is a simple way for students to remember what they have committed to do and to know where they are in the process.

1. Pray about who should be on your list.
2. Make your list of five friends or peers who may not know Christ. (Five Friend Focus Card is available in the complete Community Guide download.)
3. Commit to pray for each of your friends five minutes each day until the event.
4. Invite each of the five to the evening outreach.
5. Give them a ride to the event.
6. Be with them at the event.
7. Go with them if they respond to the gospel at the event. Pray with them and help them fill out the response card.
8. Talk about what happened after the event with your friends. Walk with them through a video a day for the first week as a new follower in Christ at www.somethingamazing.net/moving-forward/.
9. Invite each of them to your next youth meeting or event.
10. In the following weeks continue to pray for and talk with each friend.

If you need help with questions students have, ask your youth pastor to help you.



APPENDIX B

24-HOUR CONNECTION PLAN

The real work begins at the response time. Have your team ready to make contacts with students within the 24-hour window.

1. Recruit adult and student leaders to make contacts on the night of the event.
2. Gather the response cards and organize them for follow-up.
3. Use their “preferred contact method” to make the initial contact with each student.
 - a. **Text.**
 - b. **Social Media.**
 - c. **E-mail.**
 - d. **Call, but make sure it is not too late. (If possible have another student of the same sex make the call.)**
4. Be friendly and upbeat when talking with the responders.

PHONE CALL

“Thanks for coming to the event tonight (or last night). I am so glad you came. I see you checked the:

- I came to faith in Christ.
- I renewed my faith.
- I need prayer.
- Or whatever else is written.

“I really am excited for you and the next steps in your faith walk. You are invited to join us at (youth group or church info). We are all on a journey and are growing in our faith together. If you have any questions, I want to help



SOCIAL MEDIA/E-MAIL

Hey (name of student), thank you so much for coming to hear (speaker name) tonight! On your response card you told us that you would like to be contacted via [Social media/E-mail]. I would like to stay in contact with you if you are interested. I would be happy to help answer any questions you have and pray for you. Looking forward to getting to know you better.

(Name of messenger)

TEXT MESSAGE

Hey! This [your name]. We are so glad that we saw you at (speaker name) event, tonight! If you have any questions, I'd be happy to answer them.

5. If a student can meet with this student at school the next day, it would be helpful. If you have something they can give them to remind the person of youth group or what the youth pastor will be talking about or the next event, it would also help.
6. Continue the digital conversation if there is interest.
7. Encourage your students to continue the face-to-face connection if possible.
8. Have your students introduce new students to youth leaders and youth pastors as they attend the special events or youth group.





Student Reach MN Rep: _____
Address: _____
City: _____ State: _____
Zip: _____ Phone: _____
E-mail: _____

School Information

School: _____ Current date: _____
Contact person: _____ Address: _____
City: _____ State: _____ Zip: _____
Phone: () _____ E-mail: _____
Presentation will be held in a: ☐ Classroom ☐ Auditorium ☐ Gym ☐ Other:
Is school providing P.A. equipment? ☐ Yes ☐ No
Grades participation in assembly (circle): K 1 2 3 4 5 6 7 8 9 10 11 12

Speaker Information

Name: _____
Presentation: _____ Date of presentation: _____
Number of presentations: _____ Time(s) of presentation: _____
Phone: () _____ E-mail: _____
Total amount of actual speaking time per presentation: _____
Special needs of speaker: _____

Financial Agreement

The sponsor agrees to pay the following expenses in U.S. funds:

TRAVEL: ☐ Airfare \$ _____ ☐ Mileage@ _____ ¢ per mile x _____ miles = \$ _____

CAR RENTAL: _____ Days @ \$ _____ per Day = \$ _____

LODGING: _____ Nights @ \$ _____ per Night = \$ _____

MEAL PER DIEM: _____ Days @ \$ _____ per Day = \$ _____

SPEAKING FEE: _____ Presentation(s) @ \$ _____ per Day = \$ _____

TOTAL AMOUNT DUE: \$ _____ PAID IN ADVANCE: \$ _____ BALANCE DUE: \$ _____

Student Reach MN Representative Date

School Signature Date

A check made payable to _____ for the total amount is due on the day of presentation.

APPENDIX C

BUDGET WORKSHEET FORM

DEPOSIT \$ _____

DAILY FEE \$ _____

(The deposit is deducted from the first day)

NETWORKING LUNCHEON \$ _____

PROMOTIONAL MATERIALS \$ _____

Poster

Ticket

EVENING RALLY

Speaker \$ _____

Band \$ _____

Facility rental fee \$ _____

Food and Beverage \$ _____

Games \$ _____

Equipment rental \$ _____

Security \$ _____

Giveaways \$ _____

New Believer Follow-up Material \$ _____

(\$ _____ x # of salvations expected) \$ _____

Follow-up card printing \$ _____

TOTAL \$ _____

SCHOOL ASSEMBLIES TEAM EXPENSES

Hotel expenses (included) \$ _____

Team Mileage (included) \$ _____

Meal expenses (10) \$ _____

TOTAL \$ _____



APPENDIX D

TEAM LEADER RESPONSIBILITIES

It is not necessary to have a different person doing each coordinator role. It is necessary that the responsibilities of each role are taken care of well.

PRIMARY EVENT COORDINATOR

1. Make sure there is clean communication between all coordinators and follow up on each area of responsibility.
2. Be responsible for communication with Student Reach MN about details and developing the outreach.
3. Oversee all finances and ensure payments are made on time.
4. Oversee any communication with community organizations that are supporting the event.

PRAYER LEADER

1. One for each church.
2. Leader stays in communication with the Primary Coordinator.
3. Responsibilities:
 - a. **Pray for the school assemblies and outreach.**
 - b. **Recruit others from the congregation(s) to pray.**
 - c. **Recruit other prayer organizations to pray for the event.**
 - d. **Organize times for prayer in the weeks leading up to the event, such as: weekly prayer sessions, 40 days of prayer, and/or fasting for a meal.**
 - e. **Recruit prayer partners to pray on the day of the assembly and outreach rally.**
 - f. **Find a location for prayer partners to meet and pray throughout the evening event.**



g. Be available to counsel and pray with new believers following the outreach.

h. Build an ongoing prayer effort for students and through Prayer Zone Partners.

FOLLOW-UP LEADER

1. The first 24-hours are the most crucial part of the event for long-lasting results.
2. Implement and lead the 24-Hour Connection Plan.
3. Work with all involved youth pastors to make sure all student responders have had at least one contact and an opportunity to get connected to a youth ministry.

SCHOOL ASSEMBLY LEADER

1. Appoint a person with contacts for each school you want to reach. This person will be responsible to make sure the schools you are targeting get booked.
2. Each person is to contact and meet with the principal to present the school assembly material.
3. If the principal says yes, have him/her fill out a presentation agreement. Do this even if they school is not paying for the program.

PROMOTIONS LEADER

1. This person is responsible for designing and printing all the materials to promote the evening event, as well as getting prizes for giveaways.
2. Invite cards announcing the evening will be needed to hand out after each school assembly program. Have students ready to hand them out, with principal's permission.
3. Posters are good advertisement if schools allow them. Again, having students get permission and hanging them is the best.
4. Encourage students to promote the evening strongly through their own social media outlets.



5. Select giveaways that students will want to win. Not all giveaways need to be expensive. Having a grand prize is good but not required.
6. Engage community organizations to assist in promotion and support.

EVENING EVENT LEADER

1. This person is responsible for the evening event and the details that surround it.
2. This person will research options for the event, such as food and entertainment.
3. This person is responsible to find and book the facility that will be used for the outreach.
4. This person will find volunteers for all of the activities for the evening.
5. Areas of need include food service, security, game supervision, greeters, and cleanup. Many of these volunteers can double as response team members.
6. Ensure that community organizations and churches who supported the event are acknowledged during the program.

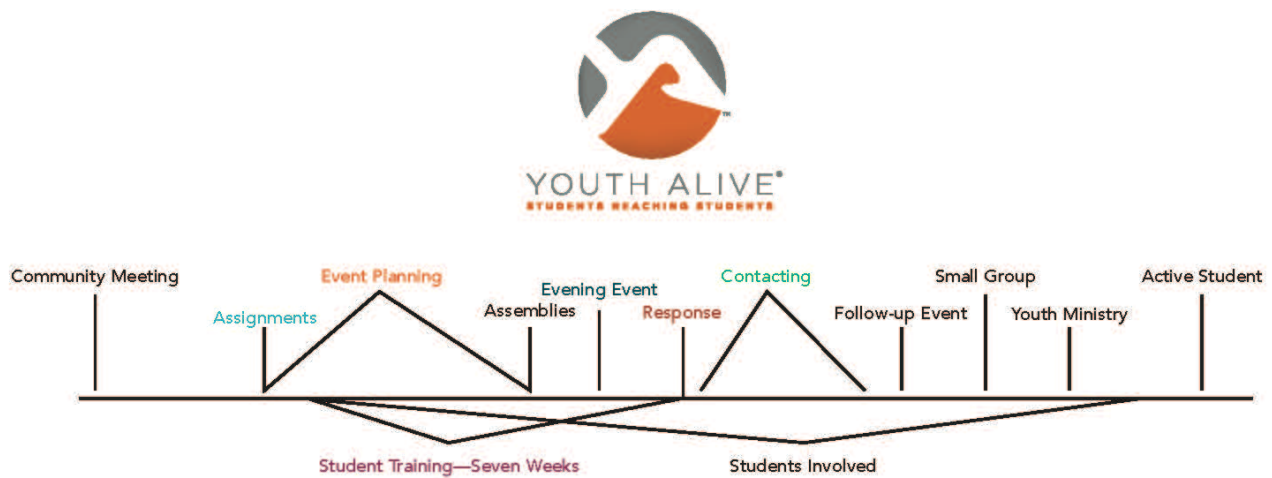
RESPONSE LEADER

1. This person will find adult and student leaders from each church who will pray with students who come to faith in Christ.
2. In general 25-50 percent of the students we reach during the day return in the evening. Of those in attendance, about 50 percent will respond to the gospel. You will need a good number of counselors. Try for one-to-one ratio.
3. This person will be responsible for training the response team. Remember, Christian students are the key to long-term success of follow-up.
4. Schedule a time for training before the event.
5. This person is also responsible for ordering the follow-up materials.
6. Have a second mini-training at the venue to cover final details with the Student Reach MN team.



APPENDIX E

SCHOOL ASSEMBLY OUTREACH TIMELINE



Assignments:

Prayer Coordinator
Budget
Assembly Coordinator
Event Coordinator
Response Team
Follow-up Coordinator

Event Planning:

Schools
Facilities
Promotions
Prayer Strategy
Student Training
Response Team
Follow-up

Evening Event:

Location
Activities
Music
Food
Giveaways

Response:

Cards/Pencils/Pens
Life in 6 Words OR Alive in Five
Invitations
Follow-up Event
Prayer
Response Team
LIFE Book OR
Book of Hope

Contacting:

Phone Call
Postcards
E-mail, Texts or Social
Media
Visits by Students
Small Groups
Youth Ministry

Student Training:

Week 1. Challenge.
Week 2. Prayer; List Five Friends to Pray, Invite, and Bring to evening event.
Week 3. Fasting; Once a week.
Week 4. Step out; Life in 6 Words or Gospel Literature handout.
Week 5. Miracles; Going after the hard-to-reach student.
Week 6. Unify; Working together to Pray, Invite, and Bring students to evening event.
Week 7. Push; Invitation Blitz. Invite as many students as possible.



APPENDIX F



FAMILY RESOURCE NIGHT

RECOMMENDED PARTICIPANTS

HEALTH AGENCIES:

Public Health
Community Mental Health Services
County Social Services
VA Services

OTHER MENTAL HEALTH AGENCIES:

Private Counselors
Faith-Based Counselors

HELP AGENCIES:

United Way
Salvation Army
Non-Profit Hospital Programs
Healthy Community Collaborative

FOOD SECURITY AGENCIES:

Food Shelf
Food/Backpack Programs
Summer Meal Programs
Ruby's Pantry
Convoy of Hope

LAW ENFORCEMENT:

School Resource Officer
City Police
Sheriff's Department

FIRE DEPARTMENT:

Safety Information Available

ANTI-BULLYING GROUPS

SUICIDE PREVENTION GROUPS

ADDICTION AND RECOVERY:

Adult and Teen Challenge
Celebrate Recovery
AA
Al-Anon/Teen
Grief and Loss Groups

YOUTH SPORTS:

Community Leagues
Summer Leagues
Junior Leagues
Gun Safety
Sports Camps

FAITH-BASED ORGANIZATIONS:

AWANA
Youth Groups
Boy Scouts/Girl Scouts of America
Teens Encounter Christ
Fellowship of Christian Athletes
Youth for Christ
Young Life
CRU

LOCAL YOUTH CENTERS:

Boys and Girls Club
After-School Mentoring programs
YMCA

NOTE:

Have cards printed with national and local hotlines for suicide prevention, bullying, drug addiction etc. Have them available on every table.

FUN IDEA:

Encourage each participant to bring a bowl of candy/mints, water or something to give away.



ADDITIONAL THOUGHTS

FIVE FRIEND FOCUS CARD

FIVE FRIEND FOCUS

| NAME | PRAY | INVITE | BRING | RESPONSE | TALK |
|------|------|--------|-------|----------|------|
| 1. | | | | | |
| 2. | | | | | |
| 3. | | | | | |
| 4. | | | | | |
| 5. | | | | | |

