

Start Your Own Co-op

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Co-op Planning Sheet

Circle what applies to you.

Why do you want a co-op?

Social	Academic
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For a social co-op are you looking for:

Play Group	Field Trip Group	Hiking/Nature Study Group
P.E. Group	Board Game Group	Arts and Crafts Group

For an academic group, what subjects are you hoping to cover:

Core subjects such as science, literature, history	Academic enrichment such as Lego robotics, art, foreign language, computers, sewing
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How much work do you want to put in a week planning and prepping?

Very little (Think social co-op)	I can prepare a class (Either academic or social)
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How often do you want to meet?

Once a month	Every other week	Once a week	Two or more times a week
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Where are you going to meet?

Outdoors	In a home	Rent a space
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Who are we going to let in?

What ages/grades?	Religious affiliation?	Families that purchase/use a certain type of curriculum?
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Costs to consider:

Rent	Insurance	Supplies	Party Cost	Field Trip Admissions
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Size

When determining size of your co-op consider cost per family, number of teachers needed, and size of your co-op space.

<p><i>Cost per family:</i></p> <p>Divide your costs by number of families. If your cost for a year is \$1000, you will need ten families to keep costs to \$100/family.</p>
<p><i>Number of teachers:</i></p> <p>If you are offering three periods a day and splitting kids into three groups (little, medium, big), you will need a bare minimum of nine teachers. If you want co-teachers, you will need eighteen.</p>
<p><i>Size of co-op space:</i></p> <p>How many rooms do you have available? How many tables and chairs do you have available? How many tables and chairs can fit in a room?</p>

Who's going to run our co-op?

Just like how organizations in the LDS church have a president with counselors, it is best if one person doesn't try to do everything. Having a director and a board helps prevent burnout, gets many involved, and brings in a lot of different ideas.

The bare minimum you need:

A director—someone to take charge, answer questions, and make decisions	A treasurer—someone to collect money and pay bills
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You may also want:

Communications Director or Secretary	Supplies Specialist	Party Planner	Head of clean up and set up
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Other things to think about:

What is our schedule for the year?	Where are we going to store our supplies?	Who is going to set up and clean up?
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The bare minimum families/children we need to be successful -----	The maximum families/children our co-op can handle -----
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