



Date:

To: The E.B.A. Delegation

Subject: Policy

From: Rev. Dr. Jimmie L. Walker, Sr.

Every Instructor/Facilitator of a workshop/training session that is sponsored by the E.B.A. is required to submit a copy of the lesson plan to the Moderator, Dean of Institute, and the Chair of the Christian Education Ministry. The Act must be done 14 days before the workshop/training session takes place. The New Policy will allow our Leadership to examine the components of the designed teaching/learning experience. To include the synergy of subject, objectives, and activities, that is going to be shared. We want clear, concise, and coherent information of the highest quality, on the subject matter, and to be in lined with the E.B.A. mission, vision, and objectives.

Respectfully yours,

Rev. Dr. Jimmie L. Walker, Sr., Moderator
Ebenezer Baptist Association

Date:

To:

From:

Dear Scholar:

We are excited that you have accepted to be our Facilitator for the _____
Training session in the Ebenezer Baptist Association (E.B.A.), on _____,
From _____ a.m. to _____ p.m. As Moderator of E.B.A., I want your experience to
be a positive one. I am requesting that you submit your lesson plan on the subject that
will be taught. And any request that you may need from E.B.A. that will make your stay
a positive one. If these request can be given to me in writing fourteen (14) days before
the training session; I will ensure that all reasonable request will be honored. Thank
you for your action in this matter. If there is a question(s) of concern(s) let me know.
We look forward to engaging in a inspiring, and informative teaching/learning.
experience for all.

Yours Truly,

Moderator