

PREPARING YOUR WELCOME TABLE

A Welcome Table is where parents check into your meeting.

On that table are the following:

- Agenda for the topic of the day
- Attendance Sheet
- Parents of Teens folders (one for each participant at the first meeting; at each subsequent meeting each parent will return with their folder)
- Nametags and pens
- Extra copies of My TakeAway for Today (for notes)
- Hard copies of Supplemental Articles (if you choose to offer them)

Spice it up if you want with some simple flowers or a fun tablecloth.

Use your imagination!

