

# **CSA**

**(Center for Spiritual Awareness)**

# **Practitioner Resource Guide: Nuts & Bolts**

Written and Compiled by  
CSA Practitioners, 2012-2013

## **CSA PRACTITIONER RESOURCE GUIDE: NUTS & BOLTS**

### ***BACKGROUND***

A majority of the Center for Spiritual Awareness (CSA) Practitioner Core members gathered in September 2012 to discuss the Core's future. Members present unequivocally agreed they wanted to be the most successful Science of Mind (SOM) Practitioner Core in Northern California and perhaps in all California. To examine the "How To" of this powerful intention, a focus group was facilitated by Tina Greene, RScP and assisted by Joanne Noll, RScP and Mary Bell, RScP.

The Essential Question was: What does a successful CSA Practitioner Core look like?

Input from this focus group led to four (4) primary areas of concern and seven (7) subcommittees. Please see details in the following pages. The primary groups captured the heart of what the Practitioner Core wanted to see, experience and be. The subcommittees were to develop avenues and activities for manifesting the heart of the success intention. Core members stepped forth and volunteered to serve as "Point Persons" for each subcommittee. Other members volunteered to join at least one subcommittee and actively participate, to the degree available. The work compiled in this binder is the outcome of the combined consciousness of all participating Practitioner Core members. Each member is in full agreement that the documents and thoughts provided as resources in this binder are continuous and ongoing in form, since new creations are forever being developed and improved upon.

It is our belief that a strong foundation has been laid and that all present and future CSA Practitioner Core members will be able to build upon this foundation in a way that demonstrates the powerful success of the Core. We believe the use of spiritual practices and SOM principles will be lifted up by the CSA Practitioner Core providing recognition and celebration throughout the greater Sacramento Region, Northern California, the state of California and eventually the entire world! All will come to know, without a doubt, they are "whole, perfect and complete, just as they are." They will know that all thought is creative and influential; that everything in their experience is either a call for love or an expression of love, no exception! All will know and demonstrate the knowledge and fact that God is All There Is!

First Six-Month 3-Person Practitioner Team:

Mary Ruth Bell, RScP, Facilitator  
Joanne Noll, RScP, Note Taker  
Tina Greene, RScP, Light Bearer

# Essential Question Document

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# **Essential Question Document**

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# Acknowledgements

All CSA Practitioners were involved in putting together this Guide Book.

Special thanks are given to:

- Rev. Georgia Prescott, Senior Minister of CSA, for her support and guidance in this endeavor.
- Rev. Betsy Elliott, Staff Minister in charge of the CSA Practitioner Core, for her loving support and care.
- Chairpersons and members in all ministries, committees, and subcommittee divisions of CSA.

Special thanks are also given to:

- Mary Bell, RScP
- Mitch Austin, RScP
- Tynya Beverly, RScP
- Erica Clark, RScP
- Dawn Cornell, RScP
- Dale Covey, RScP
- Donna Defreitas, RScP
- Marva Dixon, RScP
- Ramona Goodge, RScP
- Tina Greene, RScP
- Leah Hertel, RScP
- Brynde Lambert, RScP
- Azanna Mornel, RScP
- Ginger Myrick, RScP
- Sara Nichols, RScP
- Joanne Noll, RScP
- Mignonne Pollard, RScP
- Joyce Pryor, RScP
- Joyce Pryor, RScP
- Liz Ragle, RScP
- Spirah Remington, RScP
- July Rose, RScP
- Joseph Rosenblat, RScP
- Terra Perkins, RScP
- David Seals, RScP
- Sally Stow, RScP
- Peggy Tillery, RScP
- Michelle Wiederhold, RScP
- Sequieta Whitfield, RScP

## CSA Practitioner Guide: Nuts & Bolts Committee

**Joanne Noll, RScP**  
**Sally Stow, RScP**  
**Mary Bell, RScP**

**Chair person**  
**Member**  
**Member**

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## **CSA Practitioner Vision Statement:**

(In Progress)

The CSA Practitioner Core actively and lovingly supports the spiritual expansion of the CSA community.

## **CSA Practitioner Mission Statement:**

(In Progress)

The CSA Practitioner Core actively serves and supports the individual and collective growth of the CSA community by embodying, teaching, and practicing the principles of Science of Mind.

Or (Also in progress):

The CSA Practitioner Core is a diverse community of licensed practitioners who lovingly support each other in the co-creation of a vital and visible presence that serves the individual and collective growth of the entire CSA community by embodying, teaching, and practicing the principles of Science of Mind.

## **Introduction**

**Welcome, dear CSA Practitioner! We at CSA greatly appreciate you, your talents, your uniqueness, your creativity, and the passions you bring to this community. As a fully trained, licensed Practitioner, you have much to contribute. We see you as a leader and an active participant within the Core. We encourage you to become involved in whatever way most supports who you are and also however best supports the Ministers and the CSA community. We know that at an energetic level we are ALL intimately interconnected, interdependent, and One with all others. As Change Makers, operating from this place of Unity, we are committed to coming from the highest and best place in ourselves and see only Good in all others. Furthermore, we see ourselves equal to (not more, not less) than all others. From a place of equality and inclusivity, let us build quality relationships with all members of CSA and make the highest and best imprint upon the Core and ultimately upon the greater CSA community and beyond. With these values, know that because of YOU, we ALL grow, expand, and prosper!**

**This Resource Guide is a living document that reflects who we are right now. Over time, this document will grow and expand as we grow and expand in consciousness. The purpose of this Resource Guide is to inform you about current activities going on at CSA and to inspire you to become actively involved and to create others. It also lays the foundation for how our Core operates and the values that our Core embraces. This easy reference will help you decide how you would like to contribute your passions and talents to this community, our ministers, other Practitioners like yourself, the congregation, and our greater Sacramento area. It is our desire that YOU become an actively involved member of our Practitioner Core, the whole of CSA and beyond, and that you have fun doing it. If you have questions or concerns, please ask any of our CSA Practitioners. (See Appendix A.) We are here to support, uplift, and empower one another, making us a fabulously successful Practitioner Core and part of a growing, vibrant, and prosperous CSA community!**

**As a strong and successful CSA Practitioner Core, we embrace the following values: Unity, Teamwork, Collaboration, Inclusion, Mutual Respect, Acceptance, Transparency, Authenticity, Competence, Efficiency, Effectiveness, Connection, Joy, Creativity, Self-Expression, Contribution, Growth and Learning. We believe that to the extent that the activity of Love is expressed within and as each of these values, that is the extent these values become authentic and real. Without Love, these values are “as sounding brass or a tinkling cymbal”. Love is the Rock of the I AM that we are.**

**The intentions, goals, values, and strategies set forth in this Guide have been designed and approved by all CSA Practitioners. Proposed changes are welcomed and can be made through agreement by all interested CSA Practitioners and CSA Ministers.**



# Part I: Nuts & Bolts Information for Practitioners

## A. Practitioner Core Meetings and Structure:

- Two teams of Practitioners per year lead the Practitioner Core. Each team is committed to supporting and inspiring meaningful and purposeful active participation among ALL Practitioners in alignment with the goals set forth in “What Makes a Successful Practitioner Core”, and in ways that also support CSA’s Ministers and the goals of our greater CSA community.
- Each Practitioner Core Team is “in office” for a period of six months:
  - 1.) September through February, and
  - 2.) March through August.
- Practitioner meetings are held on the second Sunday of each month, and take place within one (1) hour – from 12:30 p.m. to 1:30 p.m.
- Each Practitioner team includes three Practitioners: Facilitator; Note Taker, and Light Bearer.

### Responsibilities of the Facilitator:

- a. Develops agenda along with supporting Minister for each meeting
- b. Delivers agenda at each meeting with efficiency
- c. Keeps the meeting at one hour
- d. Holds the consciousness of Unity, Teamwork, and Inclusivity

### Responsibilities of the Note Taker:

- a. Takes minutes of each meeting
- b. Makes telephone contact after the meeting with each Practitioner not in attendance to let him/her know that he/she was missed, and to relay any pertinent information discussed in the meeting that may need his/her attention. This message conveys unspoken assurance that he/she is an important part of the Practitioner Core and our CSA community.
- c. Within one week of the meeting, the Note Taker sends out the minutes via email to the entire Core. Action items are included for the following meeting.
- d. Keeps *Resource Guide, Nuts & Bolts* updated.

### Responsibilities of the Light Bearer:

- a. Begins each meeting with an Invocation

- b. Ends each meeting with a Benediction
  - c. Holds a prayerful and sacred space for the meeting, each Practitioner, our Ministers, and all of CSA during and after the meeting
- One month prior to the end of each six month term, (i.e. August for term 1, and February for term 2), a new team of three Practitioners is selected and endorsed by the Core.
- At the end of each six month term, the team retiring creates a celebratory ritual commemorating the work accomplished during that term and welcoming the new team.
- **Changes and/or additions to the Practitioner Core Team:** Changes to the CSA Practitioner Core Team and/or its committees and subcommittees can be made through agreement by all interested Practitioners using the following procedures:
  - a. Proposed changes are brought to the Practitioner Team.
  - b. The Practitioner Team then broadcasts the proposed idea to all Practitioners.
  - c. The proposed change can be made upon agreement of all interested Practitioners.

**B. CSA Practitioner Listserv.** To be sure you are a part of the CSA Practitioner listserv, please contact Sara Nichols, RScP, at [Sara.S.Nichols@gmail.com](mailto:Sara.S.Nichols@gmail.com) or 916-769-4266

### **C. Practitioner Re-Licensing**

- **Basic Renewal information:**
  - a.) Practitioner license renewal fees are currently \$175
  - b.) Renewal period – Nov. 1 through Dec. 31<sup>st</sup> of each year
  - c.) Late fee if paid after Dec. 31<sup>st</sup> – an additional \$50
  - d.) All renewals are good for a two-year period.
  - e.) UCSL Contacts:
 

Annie Glasgow	<a href="mailto:aglasgow@csl.org">aglasgow@csl.org</a>	720-279-1635
Michael Hiraoka	<a href="mailto:Mhiraoka@csl.org">Mhiraoka@csl.org</a>	720-279-1638
- **License renewal process:**
  - a.) Go to: [www.unitedcentersforspiritualiving.org](http://www.unitedcentersforspiritualiving.org)  
 Click on Growth, Expansion & Ministerial Support  
 Click on Forms & Documents  
 Click on Practitioner renewal form 2012  
 Print and fill in form

- b.) Make an appointment with Rev. Betsy (916 - 647 - 6927)
- c.) At your appointment Rev. Betsy will give you the instructions to renew on line or by mail.

### **D. Continuing Education Units: CEUs:**

- Continuing Education Units (CEUs)
  - a.) CEUs are units of continuing education and/or professional development.
  - b.) Rev. Georgia can certify or approve any workshop or program for CEUs. For approval of CEUs send a letter or email to Rev. Georgia outlining the focus of the workshop.
  - c.) **45 CEUs are required every two years.**
  - d.) Attached in Appendix B are local CSL communities where you may also find workshops suitable for CEUs.
- Qualifying for CEUs
  - a.) Seeing a Professional Practitioner as a client **3 per hour**
  - b.) Classes: Holmes Institute classes or other institutional classes approved by Rev. Georgia **1 per hour**
  - c.) Attending workshops, seminars, retreats or educational conferences. **1 per hour,**  
**Maximum 6 units per day**

### **E. Continuing Licensing Units: CLUs-**

- Continuing Licensing Units (CLUs)
  - a.) CLUs are units of service activities.
  - b.) **250 CLUs are required every two years.**
- Qualifying for CLUs
  - a.) Prayer for others [outside the center, after services, prayer with Ministry of Prayer (MOP) or call-in prayer requests] **1 per hour,**  
(one hour of accumulated time with any combination of these activities)
  - b.) Private client session **2 per hour**
  - c.) Teaching – Certificated CSL classes, non-certificated classes, workshops, seminars, and authorized CSL study groups
    - Prepare/create workshop/class **5 per hour**
    - Preparation for presentation of existing class **2 per hour**
    - Presentation of existing class **2 per hour**
    - Class assistant, attendance & preparation **2 per hour**
    - Youth and Family ministries **2 per hour**
  - d.) Published materials related to SOM principles
    - Book **Up to 100 per book,**  
Based upon Minister’s discretion

- SOM or Creative Thought Magazine meditations **3 per day**
  - Magazine articles **15 each**
  - Professional audio or video recording **Up to 100 each,**  
Based upon Minister's discretion
  - Song or poetry **15 each**
  - Blog posting or social media work  
supporting SOM **Up to 100 each,**  
based upon minister's discretion
- e.) Service leader in absence of Senior Minister **10 per service**
- f.) Service assistance (any duty) **5 per service**
- g.) Professional Activities
- Visitations (hospital, convalescent home,  
hospice, jail, etc.) **2 per accumulated  
hour of visitation and travel time.**
  - Guest speaker, preparing and presentation **25 per event**
  - Funerals/Memorials, preparing & presenting **25 per event**
  - Small group facilitator **2 per service hour**
  - Ritual Blessing Ceremonies **3 per event**
  - Community Service, taking SOM into the world, approved by  
the Senior Minister. Number of Units at the discretion of  
Senior Minister.

**For further information concerning Re-licensing, CEUs and CLUs, go to the Religious Science website and click on Practitioner Licensing and Documents.**

**To assist you in keeping records of your Practitioner re-licensing units, see Appendix D for sample Tracking Sheets.**

## Part II: CSA Ministries

It is the intention of the Practitioner Core to have a greater presence and participation within all activities of the CSA community. We are mindful that we honor each person in every ministry and the entire CSA community as equals. Within each of the ministries and in everything we endeavor to accomplish, it is our heartfelt intention to provide a helping hand, to be of service, and support wherever there's a need. We do NOT try to control or in any way place ourselves above anyone -- ever. As Practitioners, our intention and focus is to empower and lift up others and to have power "with" -- not power "over".

Note that the Chair of each ministry is listed first, followed by a Practitioner support/contact if there is one.

### 1. Compassionate Ministry:

This ministry supports our homeless brother and sisters. It meets on the second Sunday of the month at the Broderick Christian Center at 6th and James Street, Sacramento, CA, to feed the people there. In order to raise money for food, the Compassionate Ministry sells hot dogs after service the first Sunday of every month, now referred to as "Hot Dog" Sunday.

**Contact Person: Carol Maurer, chairperson**

### 2. Shut-in Visitations Ministry:

Liz Ragle, RScP, visits people who are unable get out of their homes. She reads to them, plays games, prays with them, or is simply silent. She does whatever is important to the person she is serving, and in doing so provides comfort, friendship, and support to those in need.

**Contact person: Liz Ragle, RScP**  
eragle246@yahoo.com 916-723-1318

### 3. Volunteers

Donna Menzies coordinates all CSA Volunteers including the Sunday Service Coordinators. The Practitioner coordinating the Sunday Service Sign-ups for Practitioners (currently Joanne Noll), emails Donna the list of Practitioners on duty for that Sunday no later than the Friday before. Donna then forwards this email to the Sunday Service Coordinator.

**Contact person: Donna Menzies.**  
[donnamenzies@sbcglobal.net](mailto:donnamenzies@sbcglobal.net) 530-400-4969

#### **4. Wednesday Night Meditations Ministry**

Peggy Tillery, RScP, offers a mid-week pick-me-up Meditation every Wednesday evening from 6:00 to 6:45 p.m. in the CSA sanctuary. All are welcomed to attend.

**Contact Person: Peggy Tillery, RScP**  
[becaonofflight10@gmail.com](mailto:becaonofflight10@gmail.com) 916-872-1133

#### **5. Concierge Ministry–**

The Practitioner Core serves the church community through the Concierge Ministry by providing information on classes, how to volunteer, how to join the church and other basic logistical questions about how the Center For Spiritual Awareness operates. The Concierge is available after the 11:00am service until approximate 12:30 each Sunday. This ministry strives to support creating and open an inclusive community.

**Contact Person: Mignonne Pollard, RScP**  
[drMignonne@hotmail.com](mailto:drMignonne@hotmail.com) 916-718-1136

**6. CSA Choir – Jacqueline Hairston**

**7. Dance Team – Ayanna Kiburi**

**8. Drum Circle – Doug Crawford**

**9. Ministry of Prayer – Sara Nichols, RScP**

**10. Pastoral Care/Grief Ministry – Ramona Goodge, RScP**

**11. Potluck Sundays - Lynn Phelps**

**12. Sound/ Video Technology – Justin Farren**

**13. Prayer Circle for Practitioners – Dale Covey, RScP,  
and Azanna Mornel, RScP**

## **14. CSA Adult Education Ministry**

The Adult Ed Ministry's vision and purpose are taken directly from the CSL Education's Program vision and purpose. The vision is to stand for the transformation of consciousness through the creation and implementation of professional curriculum consistent with the SOM teaching. Our purpose is to provide the resources, structure, awareness, methods, and tools to provide spiritual education and tools to our community through transformative delivery of the CSL courses of study. Our intention is to offer people of all ages the opportunity to realize the Presence of God as all life, to discover their inherent creative power, and to experience the Presence and Power in their daily lives. While Brynde Lambert, RScP, is the director of Adult Education, all of its activities are supervised and approved by Rev. Georgia Prescott. Ministry meetings happen quarterly, involving Rev. Georgia and Rev. Betsy, and Brynde. Together, they put together a schedule addressing the community's needs for personal development, spiritual growth, and conscious transformation while also considering the individual needs of those interested in Professional Practitioner and ministerial studies. The Adult Education Ministry is only involved with the CSL certificated and non-certificated classes.

### **General Information about Certificated and Non-Certificated Courses**

Certificated course: A part of CSL's curriculum, a certificated course is designed to ensure that the universal principles are made transparent to students so they understand and apply the principles and related practices in their daily lives. Hours accumulated while studying in any

certificated course may be credited towards the requirements to enter the Practitioner Studies Program.

Non-certificated courses: These are other courses developed by ministers or practitioners of CSL and may also be offered by member communities. They are usually shorter in length than the certificated course and some are designed to be used by groups within the community with or without an authorized professional leading.

**Who is authorized to teach certificated classes in our community:** CSL Ministers and CSL Licensed Practitioners who are authorized by their Senior Minister are authorized to teach certificated classes. In our community that would be Reverends Georgia Prescott and Betsy Elliott, and any licensed practitioner approved by Rev. Georgia.

**Who is authorized to teach non-certificated classes:**

Any spiritual practitioner or individual who Rev. Georgia identifies as appropriate to deliver workshops or classes consistent with the SOM philosophy is authorized to teach non-certificated classes.

**What determines what classes are offered:**

While there are 7 branches of CSL certificated coursework with an offering of over 35 classes, the Adult Education ministry stays focused on offering classes that promote and assist students in become licensed Practitioners in a clear and direct path.

Curriculum requirements are on the CSL website and the CSL Education Code Catalog.

Workshops and other classes offered through CSA are directly handled and approved or not approved by Rev. Georgia.

**If you want to teach or be a teaching assistant:**

The ideal is to allow everyone who wants to be a part of this ministry the opportunity, and while we may have to work with a system of rotation, we are intent and committed to making that happen.

Typically we ask that you TA a class before you teach it. Even so, this has exceptions. If you have experience teaching adults, a familiarity with the curriculum or course you want to teach, and you possess the consciousness to hold the space for yourself and your students, Rev.



Georgia will approve you to teach. As you TA a class, your facilitator is providing a model for you, and this is also the ground for you to ask questions, and be supported in gaining skills to hold the energy and guide the consciousness of the group.

If you strictly want to be considered as a TA, send Brynde Lambert an email. Prior to each term there will be an open call regarding upcoming classes. If, at that time you are interested and available you can let Brynde know and she will work together with you to get you onboard and fulfill your desire to teach.

There are 10 non-certificated classes and 7 Master Practitioner Classes in the Education Catalog. The non-certificated classes don't require a Foundations pre-requisite, and they may be shorter terms, and the registration fee is lower. Take a look at the Education Catalog and let Brynde know if you would be interested in teaching a non-certificated class. Once approved by Rev. Georgia it can go on the calendar as part of the Adult Education Ministry's offering.

Another idea and opportunity to support our spiritual community is through workshops. Workshops are a great vehicle to connect you with people and introduce people to your talents, skills, abilities and treasures. They can last 1 hour, 2 hours, 3 hours, 2 days, or a series of your own creation. And there's an infinity of choices on what you present ... whatever resonates with you will no doubt resonate with another.

If you already have a developed workshop and want to present it, send Rev. Georgia a detailed email, giving her a description of content, name, dates, and workshop registration fee. If you have an idea you want to turn into a workshop and want help with that, Brynde is more than willing, not as the Director of Adult Education, but just as a fellow practitioner, to help you add flesh to your idea and bring it into form. It's a great place to showcase who you are and all you have to offer our community.

**Contact Person:** Brynde' Lambert, RScP

[bryndelambert@live.com](mailto:bryndelambert@live.com) 510-776-1212

## 15. Health & Wellness Ministry

Our Mission for 2013 - is to provide an environment where congregants are presented with knowledge and events that foster awareness and participation in healthy habits including seminars, classes, and activities. If you have an interest in helping with activities or being a presenter please contact me. Here are some suggested activities:

Quarterly Blood Pressure Screening

A Presentation of the Month - topics TBD

Presentations from product or weight management coaches. i.e. WW, OA, FA, vegan/vegetarian/raw food specialists.

Walking group in Spring, Summer, Fall

Movie night or videos on fitness and health (TBD)

Fitness support and Personnel Training opportunities

Yoga - onsite group

Health in Action support group

5 K event - present or participation

Developing and using spiritual mind treatment of help reach your personal health goals.

Men's Health Group/Woman's health group

Childhood Nutrition Presentation

Stress Management Discussion Group

A Health Fair in the Summer (a Saturday event)

**Contact person: Joyce Pryor, RScP**

[joycethecoach@comcast.net](mailto:joycethecoach@comcast.net) 916-205-7872

## 16. CSA Men's Ministry

Open to all men attending CSA 18 or over.

Established to provide fellowship and support for men at CSA.

Do all we can do to assist CSA to remain the church that love is building in West Sacramento.

Meet 15 minutes after the conclusion of the 11:00 AM service on 3<sup>rd</sup> Sunday for fellowship and support.

Meet 15 minutes after the conclusion of the 11:00 AM service on 4<sup>th</sup> Sunday for those we want to help or provide service for CSA and for General meeting.

Current Projects:

1. Assist in setting up Children's Church every Sunday.
2. Organizing and funding an annual outing for CSA Children's Church and their parent(s) to a Sacramento River Cats baseball game with a picnic at the game.
3. Free Sacred Cinema Movie Night (for 18 and over) every 3<sup>rd</sup> Sunday from 6:00 PM to 8:00 PM.
4. Recycle Sunday on the 1<sup>st</sup> Sunday of the month to collect aluminum cans and plastic bottles with CRV value to help support the building fund.

**Contact Person: David Seals, RScP**  
[davidseals@me.com](mailto:davidseals@me.com) 916-832-2573

## 17. Prison Ministry

**Objectives of the CSA Prison Ministry:** (1) To share spiritual nourishment through the Principles of Science of Mind; (2) To promote peace throughout the prisons of the land, particularly those in California; (3) To co-create and explore a spiritual friendship where both parties awakened to their source-beingness in a manner that brings true happiness and freedom to whatever degree possible.

**Description:** Following are the six (6) CSA Prison Ministry service areas that are currently in existence or under development. All Practitioners, CSA members and non-members are welcome to participate in the service areas. However, SOM Foundations Class, preferably taken at CSA, is a pre-requisite for many service areas. Overall service areas are: (1) Instructional Prison Team (IPT) services; (2) Pen-Pal Prison Team (3PT) services; (3) Prison Peace Team (DoveT) services; (4) Prison Warden Team (PWT) services; (5) Prison Care Taker Team (PCT); and (6) Pre-Paid SOM Magazine Subscription Team (MagTeam).

**1. Instructional Prison Team (IPT)**—provides basic SOM lessons or discussions around CSAs four foundational beliefs, SOM core concepts and other universal principles, as requested by inmate. Additionally, short written lesson(s) of a particular topic in SOM magazine, perceived as quite beneficial to any prison inmate seeking spiritual nourishment through the principles of SOM may be developed and utilized by members of the Prison Ministry for instructional purposes. The Chairperson is available to assist as needed.

**2. Pen-Pal Prison Team (3PT)**—entails regular written communication with a “matched” inmate. Foundation Class and Prison Pen-Pal Ministry Training are pre-requisites.

**3. Prison Peace Team (DoveT)**-- holds high watch once a week for all prisons throughout the land, particularly those in California. This Team sends thoughts and visions of love to all inmates, prison guards, prison administrators, wardens, legislators and every decision-maker connected to the prisons; particularly those in California.

**4. Prison Warden Team (PWT)**--writes a personal Treatment for one California Warden assigned by the CSA Prison Ministry Chairperson. The signed, typewritten, five-step Treatment is submitted to the Chairperson by the second (2nd) Sunday of each month for mailing to the California Warden.

**5. Prison Care Taker Team (PCT)**--assists with packaging for bulk mailings, compiling inmate contact information from congregation, occasional phone calls, and other support as requested.

**6. Pre-Paid SOM Magazine Subscription Team (MagTeam)**--helps secure donations for pre-paid SOM Magazine subscriptions, postage, and activities that support implementation of the Prison Ministry.

**Contact:** Mary Bell, RScP: [nubianstrength@aol.com](mailto:nubianstrength@aol.com) 916-208-4969

## **18. Sunday Practitioner Sacred Service**

**To sign up for any Sunday Sacred service, please contact Joanne Noll, RScP, at [nollj5678@sbcglobal.net](mailto:nollj5678@sbcglobal.net) . Joanne sends out weekly sign-ups via email to the CSA Practitioner Listserve. You may also phone her at 530-759-9790 to sign up or if you have questions.**

**8:30 a.m. Practitioner Support:**

**Before the Service Begins: Please let Rev. Georgia know you are here.**

1. Get two purple collection baskets from the closet to the right of the kitchen area (when facing the kitchen from the hallway).
2. Get about 5 flowers from the refrigerator in the kitchen. Attach tags to them for first time visitors. The tags are on the countertop next to the refrigerator. Attach the tags to the flowers. Important note: Please remove the tags from any of the flowers left over and return both the flowers and tags to the kitchen.
3. Get a small piece of plain paper or an index card, plus a pen or pencil, from the copy room, as you will need to write down the number of people in attendance at the service.
4. Carefully read over the “Announcements” that you will give during the service. A folder with the label “Announcements” is usually on the stool on the right as you enter the church service area. If it is not there, please ask Rev. Georgia. Usually, you will give the announcements toward the beginning of the service immediately after the distribution of the flowers for first time visitors, but pay careful attention to Rev. Georgia, as she will cue you in.
5. Ask/designate another Practitioner or trusted member of CSA to help you pass one of the two collection baskets when it is time at the end of service.

**During the Service:**

1. You serve as the usher starting at 8:30 a.m. handing out the service programs as people enter, always greeting everyone.
2. At the beginning of the service, when Rev. Georgia indicates it is time, hand out the flowers with tags to first time visitors. Be sure the Announcements are tucked under one arm as you distribute flowers, because immediately following the distribution of flowers, you will go directly to the podium to give the announcements.
3. Read the announcements at the podium; then return to your seat in back of the church. Please return the extra flowers and tags to the kitchen, making certain that you’ve removed the tags.

**Toward the END of service:**

1. You and your assistant pass the purple collection baskets around the congregation when Rev. Georgia indicates.
2. Count the number of people in attendance. Be sure to count musicians and sound persons. Write this number on the slip of paper including the date and 9 a.m. service.
3. After the collection is completed, take both baskets into the Administrative Assistant’s office and put them under Rosie’s desk back as far as you can reach.

**9:00 a.m. Invocation & Centering:**

- Arrive no later than 8:40 a.m. **Please let Rev. Georgia know that you are there.**
- Sit in the front row in the Practitioner chair.
- Rev. Georgia will indicate when it's time for you to come to the podium (usually after she has rung her bowl 3 times).
- Lead a centering or meditation followed by a 5-Step Treatment invoking the Presence of God in and through each person and through the service. Total time for both events – no longer than 10 minutes. (Note the time on the clock on the Sanctuary wall as you begin so that you know when to end). In the centering or meditation, be sure to offer time for silence and contemplation.

### **10:30 a.m. Meditation:**

- Arrive no later than 10:10 a.m. **Let Rev. Georgia you are there.** Then, be sure you have time to get yourself centered.
- Begin the meditation as soon as the ushers have closed the sanctuary doors.
- End your meditation by 10:45 a.m. Important to not go past 10:45 a.m.!

### **11:00 a.m. Invocation/Affirmation:**

- Arrive no later than 10:40 a.m. **Let Rev. Georgia know you are there.**
- Sit in the front row prior to the beginning of service.
- After Rev. Georgia rings her bowl 3 times, the song leader goes to the podium for the Stillness song. In the middle of the song, you approach the platform and stand next to the wall behind the song leader.
- When the song leader completes the song and steps aside, you approach the microphone.
- Breathe. Begin a 5-Step Treatment invoking the Presence of God in every person and the service.
- After the Invocation, take a moment for stillness, and then lead the Affirmation by first announcing your name (Example: I am [your name]. I am one of the licensed Practitioners here at CSA. If you will please take out your Affirmation card, I will first read it through once, and then I will invite you to stand and read it with me.) (You read the Affirmation.) Then say, "Please stand." (Congregation and you read the Affirmation.) End by saying, "And so it is!"

### **Junior Church Service:**

- Arrive by 10:50 a.m. **Let Rita Sago know you are there.**
- Follow the instructions for Junior Church Ministry, Grades K to 3.

**Prayer after service (either the 9 a.m. or 11 a.m. service):**

- After service, please stand by the wall near the band chairs and notice if anyone is waiting for prayer. Please be sensitive to “first-come, first-served” policy.
- Introduce yourself and invite the person into one of the 3 Practitioner rooms OR into a quiet corner in the Sanctuary for prayer. These are meant for prayer - not a full-length Practitioner session. Suggestion: Listen to the gist of what the person needs and ask for what he/she would like prayer. Prayer after church is a loving service that we Practitioners provide, and no monetary compensation is involved at this time.
- New way of offering Prayer support after service: After the children have come up on stage, Rev. Georgia invites all of Practitioners available for prayer after service to come forward. Rev. Georgia also invites anyone wanting prayer to sit in the front row. Practitioners then do a lasered prayer for all who request it.

**Practitioner of the Month (and Back-up):**

- Sara Nichols emails the Ministry of Prayer (MOP) lists each week – usually by Tuesday of each week.
- From that list, the Prac of the Month calls as soon as possible those requesting to be called by a Practitioner. First, identify yourself as a CSA Practitioner. After listening compassionately, ask him/her for what he/she would like prayer. Occasionally, the person requests a written prayer, in which case you would write & email a 5-step written Treatment.
- The Back-up Practitioner assists the Practitioner of the Month with a portion of the MOP list by either phoning or writing prayers via email for those who request prayer.

**Contact Person: Joanne Noll, RScP**

**[Nollj5678@sbcglobal.net](mailto:Nollj5678@sbcglobal.net) 530-759-9790**

## **19. Youth and Family Ministry**

**Rita Sago, Director**

1. Rita prepares material each week (including lesson plans) for the Sunday classes, K/1 and Grades 2/3. She e-mails the material for the Sunday classes to teachers on Thursday morning and also prints out hard copies of the lesson plans which are left in each room for teachers to use.
2. Rita purchases all necessary books and supplies for each lesson and prepares any art projects included in lesson plans.
3. On Saturday morning, she calls teachers to check in with them and remind them of their Sunday teaching commitments.
4. On Sunday morning, Rita lays out all materials needed for the day's lesson plan, sets up the classrooms, runs copies of any necessary materials, and prepares snacks for each classroom.
5. During service (while children are in classes), Rita is available to teachers if they need something, such as a bathroom break, extra supplies, dealing with upset children, etc.
6. Following each Sunday service, Rita cleans up the classrooms and puts things away. She also meets with parents and teachers as needed.

**Contact Person: Rita Sago, Director**

**[skydiver8@sbcglobal.net](mailto:skydiver8@sbcglobal.net); 916-334-2930**

**Young People's Program Ministry**



The Young People's Program Ministry currently consists of the Children's Church Strategic Planning Team which meets approximately once every two months or more often if needed. This Ministry is currently developing lesson plans for the K/1 and 2/3 groups. The 4<sup>th</sup> grade through age 13 is also a part of this Ministry. The pre-teen and teen groups are led by the Teen director.

- Meeting dates are established by Chairperson Val Turner.
- Team members are Erica Clark, Jeanette Eagan, Matthew Gariss, Beverly Harrison, Doris McCready, Mary Navarro, Rita Sago, Nancy Stoner, Sally Stow, RScP, and Val Turner, Chair.
- The Team is currently focused on the following as priorities:
  - a.) Recruiting teachers for Junior Church and implementing teacher training (Val Turner, Rita Sago, Doris McCready, Matt Gariss, and Erica Clark).
  - b.) Creating a brochure which outlines the "Young People's Program" (suggested new name for Junior Church); Val Turner in charge, with Team input.
  - c.) Development of a Registration Form that parents fill out when their children attend Junior Church/Young People's Program.
  - d.) Revision and development of weekly curriculum for Grades K/1 and 2/3 children - 3 years worth (Rita Sago and Sally Stow).
  - e.) Establishing a regular schedule for brief Practitioner service at the beginning of Junior Church (Grades K/1 and 2/3) each Sunday and training for Practitioners relative to this service (Sally Stow, RScP).

**Contact Persons:**

Val Turner, Chairperson, real.val2@yahoo.com; 805-907-1046  
Sally Stow, RScP, eduarch@sbcglobal.net; 530-304-9744

## **Junior Church Ministry, grades K-3**

Each Sunday, a Practitioner provides services to the Junior Church, the Grades K/1 class and Grades 2/3 class.

The service takes place between 11:00 a.m. and approximately 11:30 a.m. and consists of:

- a.) Check in with Rita Sago before 11:00 a.m. to determine what the Spiritual Truth topic is for the day (Rita can also notify the Practitioner during the week of the topic via e-mail, if requested).
- b.) At 11:00 a.m., check in with teachers for both of the classes.
- c.) It seems to work best if the Practitioner service is done first with the Grades 2/3 class, as this allows the Grades K/1 teacher to get the younger children settled down.
- d.) Each Practitioner service takes approximately 10 - 15 minutes, depending upon what the Practitioner chooses to focus on.
- e.) Suggested service:
  - Practitioner introduces herself/himself.
  - Briefly discuss the Spiritual Truth for the day.
  - Complete the “God is Love, I am Love” activity (see the board in the classroom which contains this material). This activity consists of reading each line of the “God is Love” board. The Practitioner reads the “God is. . .” portion, one sentence at a time, and then the children, in unison, read/do the “I am. . .” portion.
  - There is a set of seven candles (attached to a board) and one longer, white candle for lighting the seven candles. These candles are lit as each one of the “God is Love” sentences is read. The Practitioner can use her/his judgment as to how this is done:
    - The Practitioner can light each candle herself/himself, or,
    - The Practitioner can select children to light each candle, choosing the color they prefer. This lighting gets the children most involved but requires great caution and care in the lighting.
- f.) The Practitioner can, if time, choose to conduct a prayer service and/or a meditation with the children.

Practitioners should feel free to modify the service to implement whatever they may feel is appropriate and/or needed on a given day.

**Contact Persons:**

Rita Sago, Director: skydiver8@sbcglobal.net; 916-334-2930  
Sally Stow, RScP: eduarch@sbcglobal.net; 530-304-9744

## **Youth Ministry, 4<sup>th</sup> – 8<sup>th</sup> Grades**

Each Sunday, children in 4th Grade through age 13 meet as a group, just as the K/1 and Grades 2/3 children do. Currently, Jeanette Egan does an opening ritual for this group, somewhat similar to what the Practitioners do for the K/1 and Grades 2/3 children. Some children “age out” earlier than the end of 8th Grade, but they can stay with the group until age 14 if they wish. Some 13 year olds are not quite bold enough to take on the older group. The policy is for children to be comfortable in whatever grade/age group they choose.

**Contact Person: Rita Sago**

[skydiver8@sbcglobal.net](mailto:skydiver8@sbcglobal.net) 916-334-2930

## **Pre-Teen and Teen Ministry - Grades 9 - 12**

Teen Ministry Director

The Pre-Teen/Teen Ministry is organized and run by a CSA staff member specifically hired for this ministry, who has extensive experience working with teen groups and high-risk kids.

The program is called “HAVEN” and is for children in grades 9 - 12. On Sunday, the group meets at 11:00 a.m. and currently consists of up to 10 children.

The teen group utilizes lessons from the national website along with material provided by Rita Sago and Jeanette Egan.

The pre-teens and teens also meet at CSA on Wednesday evenings from 6:00 - 8:00 p.m. This is an opportunity for them to get to know each other better and participate in discussions and group games. The religious affiliation, or lack thereof, of each pre-teen/teen is de-emphasized and irrelevant, and those attending may not previously have been a part of CSA as a younger child or familiar with Science of Mind. The program is open to all.

**Contact:** [www.csasacramento.org](http://www.csasacramento.org), click on “High School: HAVEN Group for students 9th - 12<sup>th</sup> grades”

## **Part III. Practitioner Core Sub-Committee Reports**

The CSA Practitioner Sub-Committees are frameworks for action within the Practitioner Core. The following are the activities involved within each of the seven (7) subcommittees. Each CSA Practitioner is invited to actively participate in one or more of these subcommittees, which in turn affects the greater CSA community and beyond.

# 1. Mission/Vision Sub-Committee

## **Sub-Committee Members:**

**Tina Green, RScP, Point Person**  
**Mitch Austin, RScP, Member**  
**Tynya Beverly, RScP, Member**  
**Joanne Noll, RScP, Member**

Process: The Committee met via email and phone and reviewed a number of drafts that were based on the summaries of the visioning work done at the September meeting as subsequently modified. We exchanged views and drafts.

A draft was reviewed and commented on at the December meeting. Feedback from the Core was encouraged, but none was provided. This may have been due in part of the holiday season so the Sub Committee recommends that this slightly revised draft be circulated again in January so that a living DRAFT can be agreed upon by the February meeting.

## **Proposed Versions of Drafts (in process):**

**Vision:** (in process) **The CSA Practitioner Core actively and lovingly supports the spiritual expansion of the CSA community.**

**Mission:** (in process) **The CSA Practitioner Core actively serves and supports the individual and collective growth of the CSA community by embodying, teaching, and practicing the principles of Science of Mind.**

**Proposed Mission:** (in process) **The CSA Practitioner Core is a diverse community of licensed Practitioners who lovingly support each other in the co-creation of a vital and visible presence that serves the individual and collective growth of the entire CSA Community by embodying, teaching, and practicing the principles of Science of Mind.**

## 2. CSA Services & Events Awareness Sub-Committee

(a.k.a. Practitioner Liaisons Team)

### Sub-Committee Members:

**Brynde Lambert, RScP, Point Person**

**Ginger Myrick, RScP, Member**

**Leah Hertel, RScP, Member**

**Tynya Beverly, RScP, Member**

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The Practitioner Liaisons Team serves the Practitioner Core as a point of contact, keeping the Core informed of all on-site CSA-sponsored and non-CSA sponsored services and events and events in the community. Events posted on the CSA website calendar will not be duplicated elsewhere.

We serve the CSA community by providing clear and designated channels of communication between the Practitioner Core and the CSA Board of Trustee, the Practitioner Core and the CSA ecclesiastical staff, and the Practitioner Core and the CSA community at large. On occasion, we may work in concert with other Practitioner subcommittees on local, national and global events.

### Liaison

Coordination - The exchange of information or the planning of joint efforts by two or more people.

Coordinator - somebody who coordinates communication between two or more people.

Designated Practitioner Liaison team members shall be responsible for establishing and maintaining clear communication between the Practitioner Core and their corresponding contact.

Liaison Team Member for CSA Practitioner Core: Ginger Myrick

Liaison Team Member for CSA Community: Leah Hertel

Liaison Team Member for CSA Ecclesiastical Staff: Brynde' Lambert

Liaison Team Member for CSA Board of Trustee: Tynya Beverly

Practitioner Core Liaison Team Member: (Ginger Myrick) is responsible for calling and informing all Practitioners not email accessible about all sacred service opportunities.

Community Practitioner Liaison Team member (Leah Hertel) acts as liaison between the Practitioner Core and the community. This team is responsible for notifying the Practitioner Core of sacred service opportunities/requests from the community and conveying approved information from the Practitioner Core to the community. (Must be approved by Board facilitator or Subcommittee contact person and Rev. Georgia) Process is still being determined. Following are suggestions being considered. Suggestion: Team have a dedicated phone number (Google voice number) for people to inform us of events/requests for services. Suggestion: Team have a generic email address for community access to Core.

The Ecclesiastical Staff Liaison team member (Brynde') acts as liaison between the Practitioner Core and Rev. Georgia and Rev. Betsy. Information from the Revs: Each will disseminate her needs/requests directly to the Core using email with individual responses going directly back to the minister. Information/requests/questions to the Revs: ES Liaison team member will convey via email or telephone.

The Board of Trustees Practitioner Liaison team member (Tynya) acts as liaison between the Practitioner Core and the CSA Board of Trustees. This process is still being determined.

### 3. Self Care Sub-Committee:

**Sub-Committee Members:**

Spirah Remington, RScP, Point Person

Joseph Rosenberg, RScP, Member

Azanna Mornel, RScP, Member

Dale Covey, RScP, Member

### SELF CARE

<p><b>S Support</b></p>	<p>Wallet cards</p>	<p>This would be a tool for sharing each others phone contact information.</p>
<p><b>E Energy</b></p>	<p>Prayer / Chanting sessions</p>	<p>To be held quarterly, or with Solstice or Equinox. Prayer/Chant Circles. See Dale/Azanna/Joseph</p>
<p><b>L Life</b></p>	<p>CSA Core Scrapbook</p>	<p>Either a hard copy book that contains bios, photos, and misc info about individual Pracs, or we can send this information to a Prac <u>intranet</u> If there is one.</p>
<p><b>F Fun</b></p>	<p>Bunco / game night Group events, movie, theater, dining, pot luck, etc.</p>	<p>Arrange for social/fun activities at a minimum quarterly for those interested. Provide invites at monthly Prac meeting.</p>



<b>C</b> <b>Community</b>	Support New Core	Continue to have the new Practitioner breakfast and make prayer partnering of the old with the new.
<b>A</b> <b>Acknowledgement</b>	Acknowledgement Event	Annual event to acknowledge accomplishments and contributions. Can be done in conjunction with another event.
<b>R</b> <b>recreation</b>	Picnic, retreat, or camping	Gather once every Summer for Practitioner's only.
<b>E</b> <b>Expression</b>	Manifestation / Visioning	Ongoing manifestation / visioning activities for Practitioner requests. These requests should be done at the monthly meeting as an agenda item.

## **4. Nuts & Bolts, CSA Practitioner Guide Sub-Committee:**

### **Sub-Committee Members:**

**Joanne Noll, RScP, Point Person**  
**Sally Stow, RScP, Member**  
**Mary Bell, RScP, Member**

**Purpose:** This *CSA Practitioner Resource Guide, Nuts & Bolts*, has been compiled by all CSA Practitioners to:

- **Provide a transparent organizational framework for how our CSA Practitioner Core works together in visible and successful ways as outlined in “What makes a successful CSA Practitioner Core.”**
- **Communicate information regarding activities, ministries, and committees that are currently happening at CSA.**
- **Provide a working foundation that inspires active participation, creativity, and growth within the Practitioner Core and the larger CSA community.**

**Process:** Every CSA Practitioner has contributed to the information contained in this Resource Guide. Nothing in this Guide is “final”, but is an on-going reflection of the growth of our Practitioner Core. This Guide changes and evolves as we, the Core, evolve and change.

**Outcome/Product:** The product of this committee is the compilation and distribution of the CSA Practitioner Resource Guide.

## **5. Community Outreach Sub-Committee**

### **Sub-Committee Members:**

**Ramona Goodge, RScP, Point Person**

**(No Report Submitted)**

## **6. Communications and Technology Subcommittee**

### **Sub-Committee Members:**

**Mitch Austin, RScP, Point Person**

**David Seals, Member**

**Michelle Wiederhold, Member**

**Sara Nichols, Member**

Mitch Austin met with Brynde Lambert and CSA staff to review the Practitioner Core Back Office idea and construction. Which Calendar to use on the site is still being researched. A draft site will be created and sent out for everyone to review. Training on the site will be provided by Mitch Austin once completed, after which a webmaster will be appointed for regular updates and maintenance.

Draft site has been constructed and is being hosted on Weebly along with CSA's website in the same account maintained by the church. That way, the church can control access to this website. More than one person will know how to get in and change the site. However, the Practitioner Core is responsible for this site. The back office is for CSA Practitioners use only. You can go to the CSA website and scroll down, click on the lower right hand corner "Practitioner Core Site", and password request will come up, enter "csaprac" no quotation marks in entry. Access the site, look around, check your name, phone and email. Provide an email, corrections or idea via the feedback form. Once the final site is created, the password will be changed again. Password will be changed twice a year to ensure security.

The most feasible calendar program that provides the controls and levels of access that the Prac Core is looking for is the calendar provider currently being used by CSA, CalendarWiz.com. They charge \$8 per month to use their most basic calendar package which should meet our needs. The Event Awareness Subcommittee will approach Rev. Georgia to see if this an expense the church can take on.

Goals and objectives are still being formulated, and we expect to have draft at the February meeting.

## 7. Continuing Growth and Learning Sub-Committee

### Sub-Committee Members:

**Mignonne Pollard, RScP, Point Person**  
**Brynde Lambert, RScP, Member**  
**Ramona Goodge, RScP, Member**  
**Tynya Beverly, RScP, Member**  
**Spirah Remington, RScP, Member**

Main objectives of this subcommittee include:

1. Support the continued expansion of consciousness of all CSA Practitioners
2. Create a powerful teaching core
3. Support Practitioners to learn grow and be the best they can be...

<b>Inside CSA</b>	<b>Regionally</b>	<b>Nationally/Internationally</b>
<b>Annual Retreat</b> (Late April, early May 2013)	<b>Workshops on topics via recertification</b>	<b>Annual Conferences (Feb/August)</b>
<b>***Harmony and Discord Training</b> (March): Using non-violent communication as the basis	<b>Volunteering on leadership committees</b>	
<b>Technology for teaching</b> (longer term goal)	<b>Hosting regional workshops</b>	<b>Presenting at national conferences</b>
<b>Provide teaching methods workshop—how to engage students</b>		
<b>Advanced courses taught by Ministers</b> (January)		

Short-term-immediate work/planning:

There are a series of immediate and long term goals to address. Immediate goals include the development of several course offerings such as:

1. How to create a workshop
2. How to grow your business as a Practitioner
3. How to engage audiences/students using multiple intelligences

**Annual Retreat at end of April/ beginning of May**—Mignonne and Ramona will work on this ...Find out where, who, what types of activities/workshops to include.

**Long-Term Goals:**

Development of the e-learning (to be expanded beyond CSA)

Writing groups/circles

Other?

**Immediate needs:**

Someone as liaison to Holmes Institute for upcoming classes; someone to monitor list-serv and put upcoming tele-courses on electronic calendar for all to know.

Survey of interest of areas for personal development...(Can help plan retreat).

Someone to help identify people inside and outside of our community to lead workshops on topics (want a mix of local and outside expertise).

Taking names of people interested in planning working with committee to support our core.

## Appendix A

Rev. Betsy Elliott	916-374-9177	belliott@surewest.net
1. Mitch Austin	916-747-9361	MitchAust66@hotmail.com
2. Mary Bell	916-208-4969	nubianstrength@aol.com

3. Tynya Beverly	916-335-0214	rtbeverly@att.net
4. Erica Clark	916-905-6722	Airika77@gmail.com
5. Dawn Cornell	530-305-1764	dawncornell@sbcglobal.net
6. Dale Covey	916-600-2930	Dale.covey@gmail.com
7. Donna Defreitas	916-267-4344	Donna.DeFreitas@yahoo.com
8. Marva Dixon	916-683-4002	marvaenjoy@yahoo.com
9. Ramona Goodge	916-662-5602	Rjgoodge108@comcast.net
10. Tina Greene	916-425-5785	Songbird55@me.com
11. Leah Hertel	916-640-7288	Leah@golygon.com
12. Brynde Lambert	510-776-1212	bryndelambert@live.com
13. Azanna Mornel	916-995-1635	mornela@saccounty.net
14. Ginger Myrick	916-802-9227	gingigirl@aol.com
15. Sara Nichols	916-769-4266	Sara.S.Nichols@gmail.com
16. Joanne Noll	530-759-9790	Nollj5678@sbcglobal.com
17. Mignonne Pollard	916-718-1136	drMignonne@hotmail.com
18. Joyce Pryor	916-205-7872	Joycethecoach@comcast.net
19. Liz Ragle	916-723-1318	Eragle246@yahoo.com
20. Spirah Remington	916-4029118	myspirah@yahoo.com
21. July Rose	916-481-4731	julyteller@gmail.com
21. Joseph Rosenblatt	916-420-2797	sfmystic@yahoo.com
22. Terra Perkins	916-273-2439	Terra.Perkins@fire.ca.gov
23. Davis Seals	916-832-2573	davidseals@me.com
24. Sally Stow	530-304-9744	eduarch@sbcglobal.net
25. Peggy Tillery	916-872-1133	Beaconoflight10@gmail.com
26. Michelle Wiederhold	916-629-4289	Mlw47dq@gmail.com
27. Sequieta Whitfield	916-825-2182	Yaya111187@yahoo.com

## **Appendix B**

### **Other Local CSA communities**

<p><b>Auburn:</b></p> <p><b>Foothill Center for Spiritual Living</b>  2945 First Street  Auburn, CA 95603  Maggie Buck, Pastor</p>	<p><b>Placerville:</b></p> <p><b>Center for Spiritual Living</b>  Services: 549 Main Street,  Placerville, CA 95667  P.O. Box 1293, Ste C  Placerville, CA 95667  530-672-3119  Info@MountainsideCSL.com</p>
<p><b>Davis:</b></p> <p><b>Center for Spiritual Living</b>  1715 Anderson Road  Davis, CA 95616  (Mailing address: Box 2276, Davis,  CA 95617  530-297-0590</p>	
<p><b>Fairfield:</b></p> <p><b>Center for Spiritual Living</b>  1200 Civic Center Drive  Fairfield, CA 94533 707-421-3112</p>	
<p><b>Oakland:</b></p> <p><b>East Bay Church of Religious Science</b>  4130 Telegraph Ave.  Oakland, CA 94609  510-420-1003  Classes are listed on website. E-newsletter sign-ups also available.</p>	
<p><b>Oakland:</b></p> <p><b>Oakland Center for Spiritual Living</b>  5000 Clarewood Drive  Oakland, CA 94618  Oakland, CA 94618  510-547-1979  Classes and events are on their website.</p>	

## Appendix C



## **The Policies and Procedural Manual**

The former UCSL Practitioner code is no longer applicable except for former UCSL practitioners completing their final renewal under the former UCSL system this year with regard to continuing education and licensing units.

For all other cases, which include any Practitioners renewing after this year as well as Practitioners licensed from this point forward, the Practitioner Code has been replaced by sections of the Policies and Procedures. Specifically, sections 7 and 8 of the CSL Policies and Procedures Manual cover ethics and licensing, respectively.

Those currently in year 2 of practitioner training and preparing to license with CSL should study and be familiar with sections 7.1 and 8.3 of the CSL Policies and Procedures Manual in preparation for testing and paneling. No knowledge of the former Practitioner Code is needed for these students.

The Policies and Procedures Manual may be found using the following link:

[http://cslintegrationdocs.org/pdf/business/CSL\\_Policies\\_Procedures\\_Manual\\_rev\\_1-19-12.pdf](http://cslintegrationdocs.org/pdf/business/CSL_Policies_Procedures_Manual_rev_1-19-12.pdf)

## **Appendix D**

### **Tracking Sheet Samples**

**Sample Tracking Sheets are found on the following three (3) pages to assist you in keeping track of your Practitioner re-licensing CEUs and CLUs.**