

10 Steps to Create a German Language Saturday School



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Foreword

In the age of globalization, when every culture can achieve its prominence in a multicultural society, the maintenance of heritage languages and cultures becomes of ever greater significance. By providing the opportunity for the younger generation to be educated in the German language, we accomplish the noble mission of maintaining the centuries-old cultural traditions. Many professional educators and German language enthusiasts in the United States have committed themselves to passing on their language and culture to the next generation as a valuable heirloom.

One of the most efficient ways of accomplishing this mission is the establishment of private German language Saturday schools. They constitute a valuable enhancement to the public educational system, where German is often not an option among the foreign languages offered. Currently there are more than 50 such schools in this country, concentrated in the Northeast, in the Midwest, and on the West Coast.

Most of these schools are members of the German Language School Conference (GLSC), the national umbrella organization for private German language Saturday schools in the United States. The principal mission of the GLSC is to assist parents, educators and others interested in establishing and running such a school.

Creating a Saturday school is not an easy task. It requires enthusiasm, perseverance and a great deal of organization. This is where good advice becomes essential. This Brochure is the result of over 25 years of our experience in helping enthusiasts set up a new school. We have tried to address here many of the issues that you might face in the beginning: where to start, what structure the school should have, what requirements it should meet and how to keep it running. If you have further questions about establishing a new school please contact the GLSC directly at info@germanschools.org.

We wish you success in the difficult, but most rewarding task of creating a new German language Saturday school.

The Ten Steps

Aller Anfang ist schwer – All Beginning is difficult: this German saying very well applies to creating a German language Saturday school, which requires much effort and endurance. This brochure tries to help you by splitting this complex undertaking into ten steps that should be taken one at a time:

- Step 1: Establishing a Steering Committee
- Step 2: Feasibility Study and Preliminary Planning
- Step 3: Finding Students
- Step 4: Choosing Teachers
- Step 5: Preliminary Curriculum Design
- Step 6: Formation of a School Board
- Step 7: Completion of Legal Matters
- Step 8: Appointments
- Step 9: Advertising the New School
- Step 10: Student Registration and Placement

Completing these ten steps ensures the proper start of your school. Once you have opened the school and plunged into everyday work, you will have to go “beyond the ten steps” and concentrate on some additional matters that are necessary for running your school, such as:

- School Calendar
- Teaching Materials
- Assessment
- Report Cards
- High School Credits
- Teacher Training
- Special Events
- Newsletter
- Website