



# THE LANGHOFER **FAMILY** **HANDBOOK**

2016

Everything a Langhofer needs to know  
about being a Langhofer

**WHAT** we stand for,  
**WHAT** we value, and **WHO** we serve.

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# Introduction

Dear Reader,

The purpose you will find in the pages of this book is meant to give you an accurate representation of who the Langhofer Family is, where we came from, where we are going, what our purpose is as a family as well as individuals and what our vision is in this great big world.

The contents of this handbook are meant to serve as a guide for the Benjamin Langhofer Family to help to remind us what it is that we are all about today and to keep us on path towards our own identified vision of the future and purpose for which our creator made for us.

We don't believe that we are here by chance. We believe that regardless of the ultimate reach of our influence, the size of the goals we achieve or the percentage of this world we touch, we were in fact created to fulfill our greatest potential. We also feel that reaching the potential that our creator gave us will not happen by accident. When children go to school, they don't just hang around the school for 12 years and hope for the best. Most schools have a structure and a format by which the teachers and administrators adhere to so that they may track the progress of their students. Their daily and weekly and monthly and quarterly tasks and goals are tracked and students are tested on those benchmarks so that they may achieve their desired levels of education as they move through their grades.

When a good company intent on growing leaders hires a new employee, they will generally employ proven processes to help to grow the new employee to the point in which they may be the most effective for the company. Good coaches do the same for the athletes they recruit. Churches do the same for new leaders within their ministry.

Our desire is to do the same in our family. We believe that God gave us each other so that we may learn from each other. We acknowledge each of our individual roles in our family and have a strong desire to rise to our roles and grow into each of our full potential within such roles. In order to do this effectively, we know that we must be intentional about those things that we embrace together as a family as well



# Introduction

as as individuals. We also feel this will be done most effectively and will have the most impact if we clearly identify our family structure, our individual roles, our vision for the future, our current goals and our individual roles for such so that we may be most effective in working together as a team.

This handbook is our Langhofer Family Creed. It represents the bylaws that we embrace together for our family. It is our reference manual and it is the same for each of us. This book will serve as a roadmap for each of us as we fill our individual roles in our family as well as outside of our home and family. This book will answer many questions of “why” in our family as well as serve as a memorialization for those things that we have all agreed upon at an important date in our beginnings. In the past, we have “shot from the hip” when it came to making decisions for our present as well as our future. And though we understand that there will be many decisions in life which will not be addressed clearly in this handbook, our desire is to be more intentional and to have a set of guiding principals that we know we can refer to so that we can be most intentional about those things that we give our attention to in life.

If you are reading this book and are not a part of our family, we hope that you will get some ideas from it that will help you to live life more intentional in moments within your family and maybe give you some tips on establishing your own set of memorialized guiding principals for your family. Regardless of whether you are beginning a family today or have grown children and grandchildren, we feel it is never too late to establish your own set of family guiding principals.

Thanks for reading

The Langhofer Family

Ben, Noah, Elizabeth and Isaac

# LANGHOFER FAMILY



We are glad you decided to pick up this book. Life is an adventure and we get to choose the twists and turns in each part of our great big adventure. There are many challenges ahead for all of us and the more prepared we are for those challenges, the more opportunities we'll have for even greater challenge and adventure on the other side. This book is our adventure roadmap. This is a guidebook for our family.

The following pages will guide us through each step and each phase of the adventures we encounter together. It will prepare us for newer and bigger challenges and equip us for much that is to come for each of us individually as well as our family.

# Who We Are

We are The Langhofer Family. We are multiple individuals created by one God, the creator of the universe who strategically placed each of us as individuals together in different roles in this institution created by God we call a family. We began in Wichita, Kansas in the first and second decades of the 21st century. We are a team with multiple roles; each one of us acknowledging his/her need for each other, for a Savior and desire to work together to be an efficient team members for the greater good of our family as well as those around us whom we serve and who serve us.



## OUR VISION

Many years from now we will each be grown up and likely living apart from each other. We will each have families of our own and be working hard on projects within our family as well as in our community that will bring glory to our creator. We will be fortunate to embrace health because we have taken care of our bodies. We will be well educated because we have embraced education. We will have deep relationships with our creator because we have embraced him as our Heavenly Father. And we will be strong advocates for each other, supporting each other as family members do. Though we may grow apart in geography, we will always know who we are at our core and look forward to our reunions to continue to share our lives, our accomplishments and achievements with each other as we did while we were all still growing together.

## OUR MISSION

Our mission is to pursue goal oriented patterns of achievement and growth in our academic careers, our personal pursuits, our businesses and our family goals so that as we grow, we may add more and more value to our community and those we serve.





# What We Do

The Langhofer Family pursues a team approach to family life. Through scheduling our activities, mapping out individual roles within our family, identifying those roles specifically and mapping out paths to success in those roles, we hold each other accountable to excellence in each of our individual tasks. Although we embrace moments and make memories out of many of them, the moments we embrace, we practice choosing, so that we learn from those things we choose to invest our time in as a family. We are intentional about everything. Even about our unintentional time. We value Family, Faith, Education, Health, Teamwork, Planning, Manners, Goal Setting and so much more and we intentionally strive daily to achieve measurable growth in each of our values.

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# Family Creed

Creed–Defined As:

“A formal statement of Christian beliefs, especially the Apostles Creed”

“A system of Christian or other religious beliefs;  
A Faith”

Langhofer Definition

What we value and believe in; What we strive for

## THE LANGHOFER FAMILY CREED

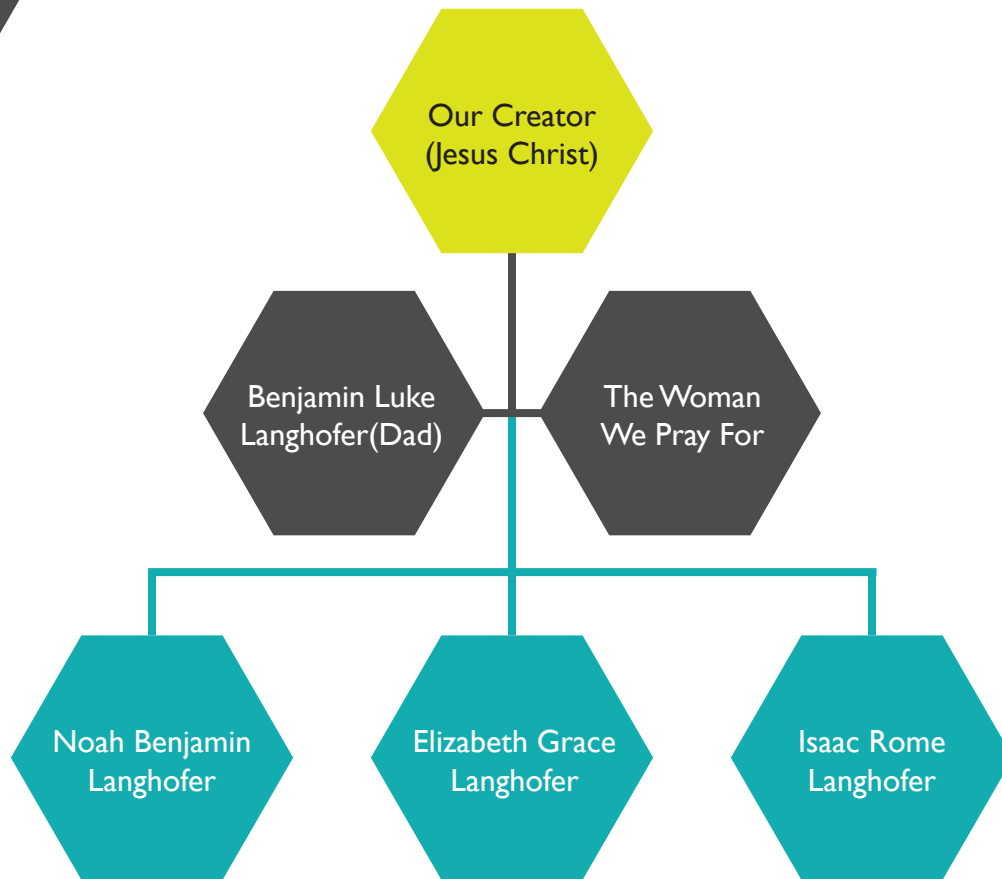
We are a family, we are a team and we work together. We each are responsible first to our lord and our Savior Jesus Christ and then to those who are our authority. We finish what we start, show up on time, use manners with everyone and do what we say we are going to do. We consciously strive to obey God and acknowledge our need for Him in our lives.



## THE LANGHOFER INDIVIDUAL CREED

I will acknowledge my role and my duty as a member of this family and I will strive every day to approach all tasks with my best attitude and my best effort and I will encourage my team mates and family members to do the same.

# Leadership



## OUR LEADERSHIP STRUCTURE

This is the current leadership structure of the Langhofer Family. As you can see, there are three levels in our current leadership structure. “Dad” doesn’t just come up with stuff arbitrarily. Your dad does have to report to someone far greater than any of us. This is a big task for a father and daddy. As we continue to grow together as a family and team, lets remember that “dad” is responsible to his own Heavenly Father and that the decisions I make are with full knowledge that I have to answer to someone as well. With all of this in mind, I will continue to do my very best to lead you kiddos with every bit of wisdom I have access to.

# Current Family Members

## BENJAMIN LUKE LANGHOFER

Ben otherwise known as “Dad” is the current Executive of The Langhofer Family. Ben’s roles are great and many but the most important is to be a responsible and intentional Father and Daddy who adequately prepares his children for a life they will someday face without his presence in their everyday lives.



## NOAH BENJAMIN LANGHOFER

Born: November 15, 2004 in Dallas Texas.

Chosen for a purpose to be the son of Benjamin Langhofer and Chelsea French

Noah is the eldest son in The Langhofer Family. Noah has many roles in the family but his main role is to Honor his Father and his Mother and to lead his siblings in doing the same. Noah is extremely talented in many areas. He is a funny boy who makes us all laugh at some of the most needed times for laughter as well as some very inappropriate times. We’re working on that. Noah is one of the most intuitive young men I know. He senses the needs of those around him and he reads people very well. Noah is a fun kid with lots of underused athletic talent.

## ELIZABETH GRACE LANGHOFER

Born: March 15, 2006

Chosen for a purpose to be the only daughter of Benjamin Langhofer and Chelsea French.

Elizabeth is the second child and only daughter in the Ben Langhofer Family. Elizabeth has many great skills. She loves to read and learn about new things. Elizabeth picks up on things academically very quickly. She is also very nurturing of the boys in our family and very thoughtful about those in our extended family. We call Elizabeth “Our Little Mother” because she is always taking on roles in the family that a mom would do if she were around. She is tender and caring and has a gentleness about her. Yet she can be tough when she needs to.



Elizabeth will serve many important roles in the Langhofer Family. Her most important one at this time is to honor her Dad and her Mom.

# Current Family Members



## ISAAC ROME LANGHOFER

Isaac is the youngest child of the family. He is the second son and serves as a wonderful completion to our family. Isaac's main role is to honor his Father and his Mother and to encourage his siblings and Family Members to work as a team. In spite of many challenges as a young man, Isaac has grown into a very intelligent and bright young man., He is very analytical, thoughtful, independent, persistent and funny. Isaac has many great attributes which has brought lots of joy to our family and we couldn't be more thankful to have him as our brother and son. Though Isaac has many roles in this family, his most important one currently is to honor his dad and his mom and to encourage his siblings to do the same.

## WHAT WE EXPECT FROM OUR FAMILY MEMBERS

### REQUIREMENTS:

- Langhofers must honor his/her parents
- Langhofers must treat others with respect
- Langhofers must practice controlling his/her emotions

### EXPECTATIONS:

- We show up on time
- We finish what we start
- We practice proper etiquette with all grown ups.
- “Yes Sir, No Sir, Yes Ma’am, No Ma’am, Please and Thank You”
- We do what we say we are going to do.



# Family Structure



Any good growing business, church, school or organization started with a mission, a set of goals and a plan to reach those goals. Generally any and all growth that successful organizations have is because of their willingness to follow the plan that was originally laid out and agreed upon by its partners in order that they would reach their goals and begin fulfilling their overall mission.

We aren't just any one of the institutions listed above. We are all of them. We are a business, a church, a school and an organization who works together toward many individual goals as well as team goals so that we may reach our full potential and in turn fulfill our ultimate Family Mission

# Family Structure

## THE LANGHOFER FAMILY BUSINESS

We each are capable of producing revenue to the family or through the family. The revenue we create is used to help to support a variety of charitable causes as well as to fund our future businesses, education and other family needs or causes which arise. We have a bank account that we all contribute to weekly. We track our deposits, our balances, our spending from this account and we also track our goals for which we wish to use the funds from this account.

## THE LANGHOFER FAMILY CHURCH

We are each capable and have unique abilities and talents for ministering to others. We also have unique gifts as a family that we do well together that can and will be used to reach out to others in our community. This can include giving from our business account, serving our neighbors or friends on a Saturday by raking their leaves or running an errand for them. It can also include going to sing at nursing homes or hospitals just to share joy with others.

## THE LANGHOFER FAMILY SCHOOL

Each day we have new learning opportunities with each other if we will just embrace them. We were not created to merely co-exist with each other but to experience life as an adventure of learning and growing and achieving and setting goals with each other to learn new concepts and to explore new territories and to identify new strategies for learning and growing with one another. We embrace learning. We learn from each other, we learn from books, from family members and from experiences that we have individually as well as a family.

## THE LANGHOFER FAMILY ORGANIZATION

We are an organized family of individuals all with specific strengths and weaknesses who together have very large strengths to fulfill our ultimate missions. We are organized like any successful business or church and our daily practices are geared toward fulfilling our short term as well as our long term goals. We are intentional about what we do. We meet weekly at a minimum with all members to brainstorm, track and improve our daily habits, which improve our daily, weekly, monthly and long term goals. We operate as an organization does with organized meetings, agendas and tracking of our successes and our failures.



# House Rules

## NO RUNNING INSIDE

While in our home, we are to practice being in other controlled environments in life. Most institutions including schools, churches and businesses have strict no running policies unless it is for an organized activity. The main reasons for this rule is to maintain orderly conduct and to satisfy insurance regulations. We will honor this rule because it helps to prepare us to control our bodies and our minds when we are functioning outside of our home

## NO STANDING OR CRAWLING ON FURNITURE

We work hard for our resources and for the opportunity to purchase nice things so that we can enjoy them. Most furniture was not built to be stood or jumped on. We want to strive to take good care of the items we are fortunate enough to own. Additionally we need to practice these behaviors so that when we are in other people's homes we will naturally honor them and show the others's homes respect as we do our own.

## NO BALLS IN THE HOUSE

Most balls were meant to be played with outside. Most people have a rule of no ball throwing in their homes. We will honor this rule in our home as well as in others.

## INSIDE VOICES

Voices must be kept at reasonable levels in most places of business, churches schools etc... Part of it is to maintain order and to not disturb others. Maintaining control of ones self and emotions is a great skill to have when in the real world. Practicing not raising our voices is a great preparation tool for the real world. We will practice this in our home as well.

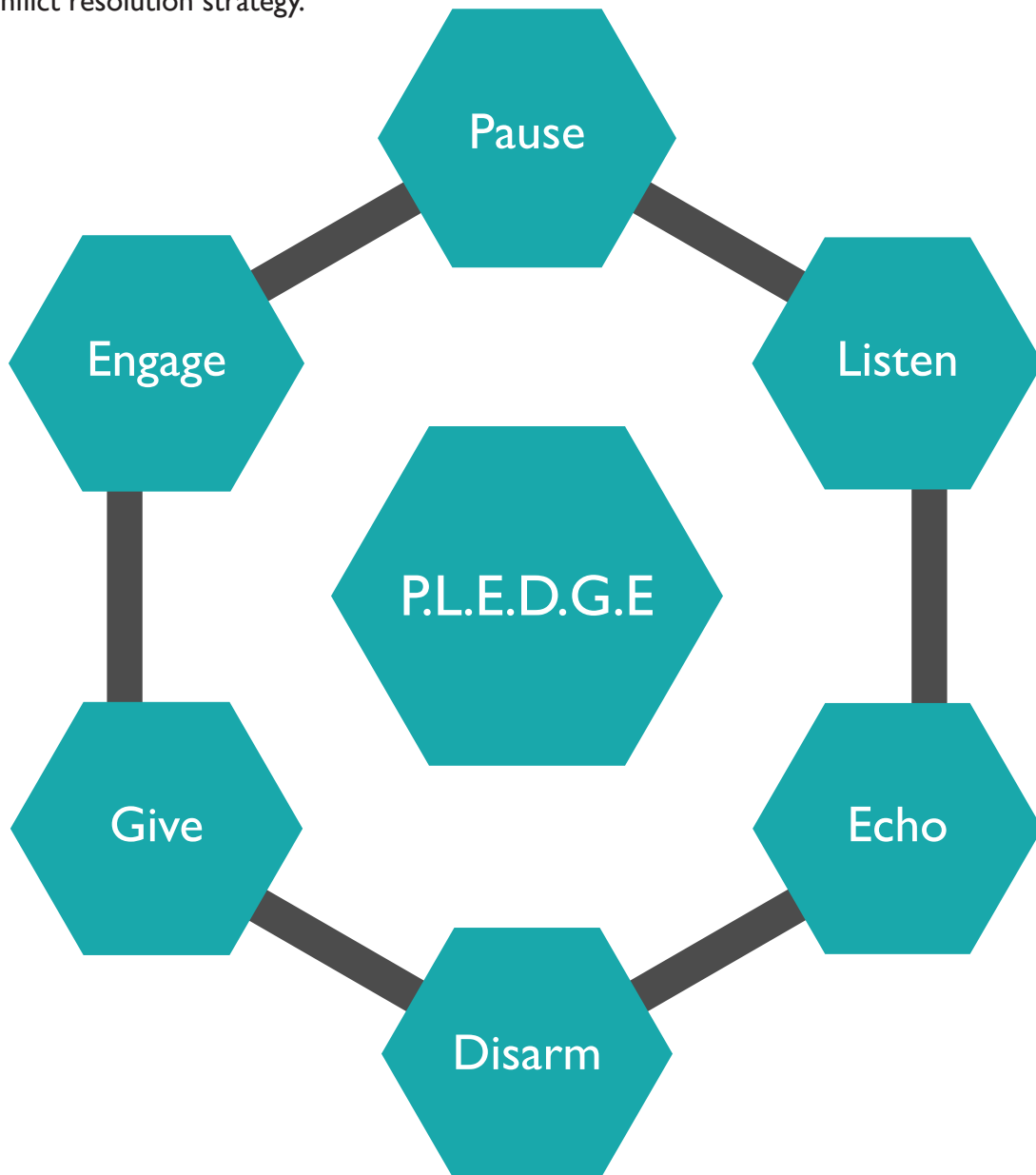
## KEEP HANDS AND FEET TO YOURSELF

Hitting, kicking and/or using force with others is a form of bullying and/or assault. It induces fear in other family members and causes a lack of trust to be formed. The consequences for assault outside of our home can land a person in jail. Therefore, it is a good and valuable practice to refrain from hitting, kicking or using any type of force to get what you want or as a form of retribution. Hitting will not be tolerated in any form in our home.

# Conflict Resolution

Learning to resolve conflict without a grown up will be one of the most valuable lessons you will learn early on in life. Practicing now while we are still young will only help us to be able to manage our emotions, to diffuse unnecessarily intense emotional situations and to help us to build relational bridges with those we want to build relationships with.

We are very fortunate to have formed relationships with those experts outside of our family who can and have helped us to embrace healthy forms of conflict resolution. In an effort to learn these skills now while we are still young, we are going to embrace P.L.E.D.G.E as our fundamental conflict resolution strategy.



## P.L.E.D.G.E

**PAUSE** - Take a deep breath and take a moment to reflect on how you are feeling. Consider how the other person may be feeling.

**LISTEN**—Ask “Can you please share with me what you are upset about?”

**ECHO**—Repeat the other person’s concerns to gain clarity that you fully understand their frustration.

**DISARM**—Consider how the other person must be feeling and identify with how they feel. “Wow, that must not feel very well when that happens.”

**GIVE**—Tell them you are sorry you hurt them and apologize for how it must have made them feel.

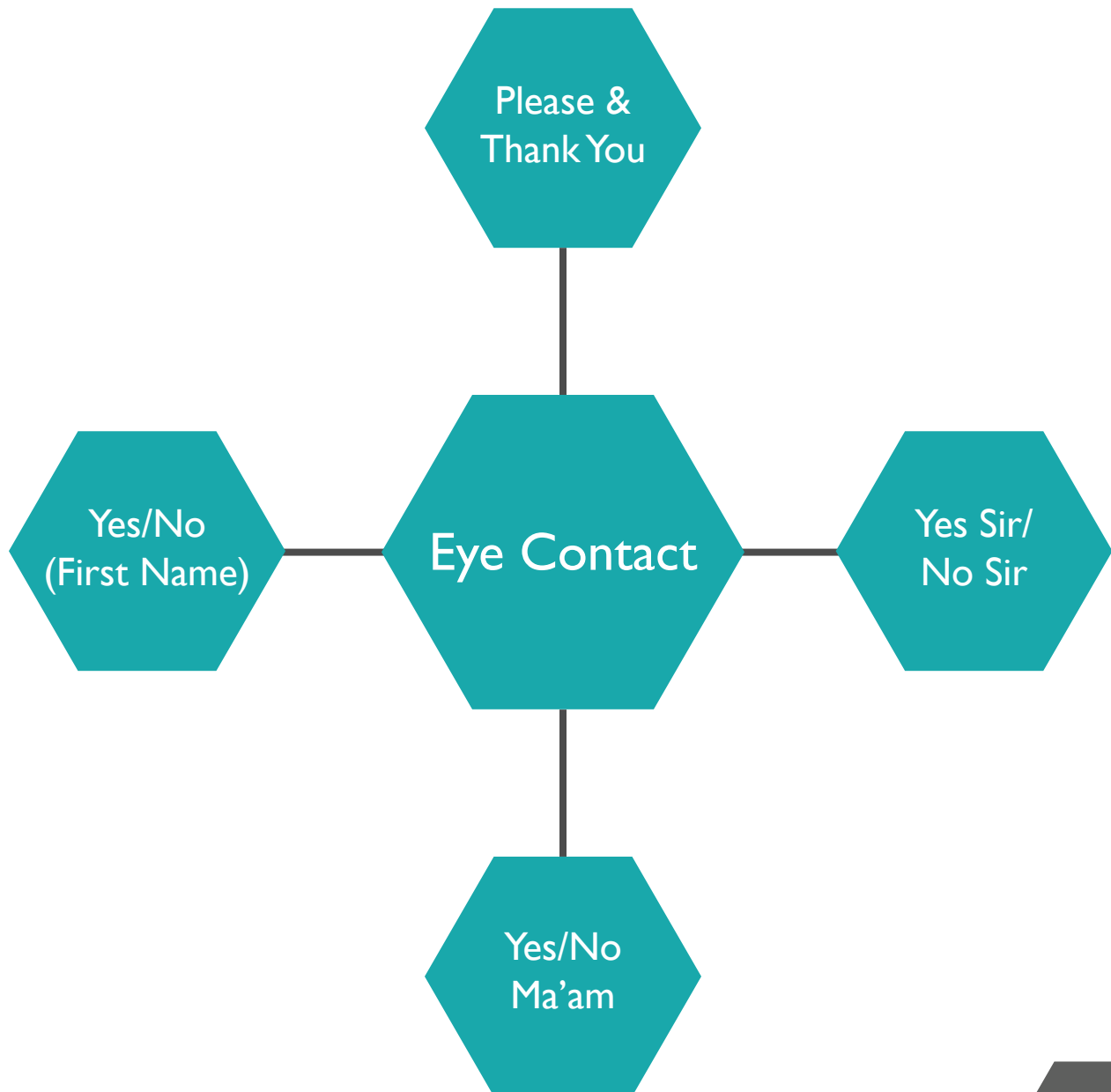
**ENGAGE**—Continue to embrace this strategy. Be conscious of it and think of it when your emotions begin to rise up.

## INFORMAL COMMUNICATIONS

Always Use Proper Etiquette (Expectation #3)

Whether you are addressing a teacher, a grandparent, an Uncle or an Aunt, a parent or just a friend:

Remember Mr. Miagi “Always Look Eye”



## NEGOTIATING

No negotiating with Dad!!!

While learning to negotiate can serve as a valuable communication tool in life, learning to respect your elders and honor their initial answers and responses is a more basic and fundamental tool. You will no doubt learn the art of negotiation in The Langhofer Family when you have first mastered the fundamentals. Until then, members of The Langhofer Family will practice refraining from negotiating with their elders.

## FAMILY MEETING NEGOTIATIONS

If you have a concern that you really want addressed and you feel you have a valid reason to request reconsideration by Dad, you may:

1. Write down your request
2. Bring it to the Family Meeting
3. Present it to Dad and the Family in a concise presentation.

We will discuss your request and make a decision before concluding the meeting.

## PURCHASE REQUESTS

All purchase request for something for Dad to buy must be made in writing to Dad.

1. You have your own spending money and have complete discretion as to what you may purchase with your money.
2. School Supplies, Needed Clothing, project items etc. may be placed on our family shopping list under the "Needed Items" tab.
3. Discretionary items such as "Fruit Snacks" and "New Cereal" may be placed on the "Discretionary Items" tab.

## ACTIVITY REQUESTS

It is important to understand that parents have an incredible amount of responsibility alone without keeping track of all of the things that their children want to do and be involved in. Children can help their parents by doing their own research and gathering their own data so that parents can make an informed decision without having to spend a large amount of unscheduled time doing something their children are perfectly capable of doing themselves. Additionally, children need to have some "skin in the game". If you want to go, make a few phone calls. Do some research. Take some notes. Then prepare your case!!!

1. Birthday Parties
2. Extracurricular School Activities
3. Sporting Events
4. Church Activities
5. Summer Camp

If you are informed of an activity you would like to participate in, gather and write down all of the details on your own including:

1. Date
2. Time



# Family Communication

3. Supplies Needed
4. Costs Involved
5. Any Web Addresses for further research

Bring your requests to the Family Meeting and we will discuss.

## PHONE CALL BEHAVIOR

1. If Dad is on a phone call, regardless of who he is speaking to or where he is:
  - a. Practice silence or whispering
  - b. Interruptions will be reserved for EMERGENCIES ONLY!!!
  - c. It is inappropriate to get Dad's attention while he is on the phone.

## GROWN UP CONVERSATIONS

If Dad is having a conversation with a grown up, this is a good time to manage your urgency and emotional needs. Unless your hair is on fire or there is an emergency, you must WAIT!!!

1. Remember...very few things in life are that important that you can't practice a little self-control and be patient.
2. Ask yourself: "Is this a DESIRE? Or is this a NEED?"
3. If it is a need and it is urgent, it is okay to interrupt.
4. If it is a desire, place your hand on Dad's shoulder or hand and leave it there until I can pause.

This is appropriate to keep in mind when requesting the attention of any grown up who is having a discussion with another.

# Home Expectations

## PERSONAL RESPONSIBILITY

The following are expectations for ALL members of The Langhofer Family. These are NOT rules. They are expectations that we all must acknowledge and observe so that our home may serve as a refuge and a place of peace for all of us. Everyone feels better when things are in order and can be found easily. If we all will be conscious of our system at home, we'll increase our free time and our abilities to do things that we really want to do while minimizing unnecessary issues of conflict etc.

## BEDROOM

Your bedroom is to be kept clean at all times. We strive to practice personal responsibility in everything we do. Keeping a bedroom clean is part of each of our own personal responsibilities. It is much easier to just throw stuff on the floor and worry about it later. However, when things are out of place, it is more difficult to find things and access the things we need in a timely manner.

- ☐ Dirty clothes and towels must be placed in a hamper.
- ☐ Clean clothes must be hung in the closet or folded and placed in a drawer.
- ☐ Trash belongs in the trash can...not on the floor or dresser or under a bed.
- ☐ Toys do not belong on the floor. Place all toys in a drawer or a toybox.
- ☐ Beds are to be made every day before leaving your room.
- ☐ Lights are to be turned off when leaving your room.

## BATHROOMS

Bathrooms are to be left clean and maintained. Again, this goes back to our own personal responsibility. When you are through using an item or a room or something which someone else will need to use, it is common courtesy to clean up after yourself so that the next person who gets to use the item or the room gets the benefit of using it without having to move around items which aren't theirs or clean up after someone else.

- ☐ Towels are to be hung up after every use. Towels do not belong on the floor.
- ☐ All shoes, pants, shirts, socks and underwear are to be removed from the bathroom when finished bathing. The appropriate place to put clothing would be in a hamper.
- ☐ Shoes are to be taken to the stairs.
- ☐ Bathroom counters are to be left clean and items such as toothbrushes, combs, brushes hair products etc... are to be put away.
- ☐ The bathtub is to be drained after every use.
- ☐ The light is to be turned off upon exiting the bathroom.
- ☐ If you use the toilet, flush it.
- ☐ If you pee standing up, lift the lid first. Close the lid when finished.

## KITCHEN

The kitchen is to be maintained. Keeping the kitchen clean is not a difficult task if we are all cleaning up after ourselves. It is always good for our character to be in the habit of putting our dishes in the dishwasher when we are through using it. It helps us prepare to be mindful of our own personal responsibility as well as being a help when we are in other people's homes. Additionally, we feel much better and less chaotic when we can occupy a home that appears

# Home Expectations

to be in order.

- ☐ If you use a dish, when finished rinse it and put it in the dishwasher. If the dishwasher is full, empty it and put all items away.
- ☐ If you take something out of the cabinet, put it back.
- ☐ If you take something out of the fridge, put it back.
- ☐ If you make a mess on the counter or the table, use a wet washcloth to wipe it off.
- ☐ If you drop something on the floor, pick it up.
- ☐ If you drop crumbs on the floor, sweep them up.
- ☐ If the trash is full, take it out to the garage and replace the bag.

## LIVING ROOM

- ☐ Toys left on the floor will be confiscated.
- ☐ Coats belong in the closet or on the wall hanger. Not on the couch or the floor.
- ☐ Everything has a place. The couch is for butts. The floor is for feet. The counter is for preparing things. Fireplace is for a fire and to warm butts and backs. Not to store your belongings.
- ☐ Please keep the living room a place we all want to be in, not a place for your misplaced items.

## DAD'S OFFICE/BED-ROOM

- ☐ Dad's office and bedroom are off limits unless Dad invites you in.
- ☐ If you want to come in, you will knock and wait for a response.
  - a. It is important to manage your own emotions and urgency needs.
- ☐ If Dad does invite you in, please be con-

scious of what you bring in to Dad's room and what needs to leave with you.

## GARAGE

- ☐ The garage is to be treated as any other room in the house regarding placing things where they belong.
- ☐ Bikes are to be put up after their use. If you cannot put them up on your own, please request help from a sibling. Dad is not responsible to help you put bikes away. This is your responsibility.
- ☐ Trash belongs in trash cans...not on the floor.
- ☐ Toys and balls are to be put away after use.
- ☐ *If you find something in the garage which does not belong in the garage, please remove it and place it where it belongs.*

## BACK/FRONT YARD

- ☐ When you take off your shoes and socks, place your socks inside of your shoes on the patio or the deck.
- ☐ *Shoes do not belong in the yard*
- ☐ When you go inside, take all shoes, toys, etc. back inside and place them where they belong.
- ☐ If you move the trampoline, move it back where it was. If you move other items, please put them back where you found them.

## TRAMPOLINE

Remember your personal contact rules.

Please keep hands and feet to yourself.

Pushing and shoving is not allowed.

- a. Be creative in how you choose to have fun.
- b. Think of games you can play without contact.
- c. Balls and jump ropes are always fun.



# Home Expectations

## TRUCK/VEHICLE ETIQUETTE

*Everything has it's place.*

*No storage of personal belongings in the truck*

- ☐ What you bring into the truck, you must take out of the truck and put it where it belongs IMMEDIATELY upon exiting the truck
  - ☐ No eating in the truck. Dad can make an exception to this rule
  - ☐ Drinks in the truck will only be allowed in water bottles or approved containers from home. Please remove your containers from the truck upon exiting.
  - ☐ No screaming or yelling in the truck
  - ☐ NO SHOTGUN RULE Calling "shotgun" is not allowed.
  - ☐ Captain's Seat—Captain's Seat is the front passenger seat
    - a. Captain's seat will be alternated. Noah, Lizzy, then Isaac. Everytime you leave the vehicle after a drive, the next in line will receive rights to the front seat.
    - b. A "Captain's Log" will be kept on the dash and signed off on each ride.
    - c. Arguing about whose turn it is will result in a suspension of front seat priveleges for a week.
    - d. If you call "Shotgun", you automatically give up your right to the front seat.
  - ☐ Front seat passengers will be assigned the "Captain's Role" and will maintain that role throughout the entire car ride.
  - ☐ "Captain's Role" may be offered to another family member but there are no trades. In other words, if you give up your turn as "Captain", you lose it.
- There will be no trading of turns.
- ☐ No iPads, or iPhones will be used while in the truck.

## Remember...In Store/Church/School/ Anywhere outside of the home behavior

We honor the same rules for outside of our home as we do inside our home.

## HOMEWORK

Homework is YOUR responsibility!!!

We all have homework. Even parents have homework!!! It is not your parent's responsibility to see to it that you complete your homework. Homework is to be your priority when you get home.

- ☐ Prepare yourself.
- ☐ Gather all supplies necessary to complete your homework.
- ☐ Eliminate distractions.
- ☐ If you need help, inform your parent and request they give you a time that will work best for them.
  - a. Remember, YOUR PARENT'S world does not revolve around you.
- ☐ Do not wait until bedtime or the morning before to begin your homework.
- ☐ We will not rearrange our schedules because of your lack of planning!!!

If it is discovered that you missed a homework assignment, all Media priveleges will be revoked for 2 weeks!!!

# Meal Expectations

## **FAMILY MEAL TIME IS IMPORTANT!!!**

While it is not always convenient or even possible to sit down to eat as a family, it is something that we should strive for. Family meal times are a great time to catch up on the day's events, to connect with each other, to play games and to continue to grow together as a family.

- Dinner is generally at 6:00 PM.
- Saturday & Sunday Breakfast is at 9:00 AM.
- Monday Breakfast is at 6:45 AM.

## **FAMILY MEAL EXPECTATIONS**

- Hands must be washed before meals.
- Be sitting at the table on time.
- Proper clothing must be worn at the dinner table. This includes pants/shorts/skirt and shirt. Shoes and socks are preferred but not necessary.
- Meal Helper will alternate between Noah and Elizabeth
  - a. Meal Helper–Designated person to get up from the table and get additional servings or supplies for the meal.
- If you are not the Meal Helper, you are to remain seated until dismissed by Dad.
- If you opt out of a meal due to illness or not wanting to eat, you will go to your room and remain in your room until the meal is finished.
  - a. A plate will be saved for you and there will be no snacking whatsoever until you finish your saved plate.
    - i. If you choose to eat the meal at a later time, the meal should be eaten at the kitchen table.
    - ii. When finished, you are responsible to clean up after yourself by rinsing your dishes and placing them in the dishwasher.
- If you do not finish what is on your plate by the time the meal is finished, you wave your right to have any snacks until the next meal.
- Meals will be finished when Dad dismisses. At that point, you are responsible to take your dishes to the sink IMMEDIATELY, rinse all of your dishes and place them in the dishwasher.
- Wash hands and clean face after all meals.
- The appointed Meal Helper will help Dad finish cleaning the kitchen.

# Meal Expectations

- a. Meal helpers may not be negotiated. However, if one wants to volunteer to take the position of a Meal Helper for that meal, it will be accepted. There is just no negotiating or trading.
- All communications rules are to be observed the same for meals as for any other activity.

*IF YOU ARE IN SOMEONE ELSE'S HOME FOR A MEAL, THE SAME EXPECTATIONS WILL BE IN PLACE*



# Individual Expectations

## PERSONAL HYGIENE

### Daily Individual Requirements (No Exceptions!!!)

- ☐ Bath/Shower—Wash entire body, underarms, hair, bottom, feet, balls and all crevices.
- ☐ Rinse well.
- ☐ Brush Teeth—Before you leave the house AND before bed
  - a. Must brush at least long enough to sing one verse of “Jesus Loves Me”.
- ☐ Wash hands before meals.
- ☐ Wash hands after meals and snacks.
  - a. Must use soap.
- ☐ Brush/Style hair before leaving the house.
  - a. Far easier to do directly after a bath.
- ☐ Wear clothing that matches and is clean.
- ☐ Unless wearing sandals, wear socks.

### Weekly Individual Requirements

- ☐ Floss Teeth.
- ☐ Clean Ears.
- ☐ Trim Fingernails.
- ☐ Remove Sheets from Bed for Laundry.

## MEDIA USAGE POLICY–THIS INCLUDES, VIDEO GAMES, IPAD, IPHONE, TV, MOVIES ETC.

We feel that the use of Media devices does little to help prepare kids for this great big world. Allowing children excessive time on media devices diminishes their creativity, their imaginations and their ability to relate well with grown ups. Additionally, it is very difficult as a parent to have full knowledge of everything a child is viewing on media devices.

When we look at the role media will play in our lives, it serves as a mere form of entertainment and will do very little to help us fulfill our goals or mission in this world.

### iPad, iPhones, iPods and Video Games

- ☐ 30 Minutes/Weekdays (Weekdays includes Friday).
- ☐ 1 Hour/Weekends (Saturday and Sunday).
- ☐ When using an electronic device by yourself, you must limit your time to 30 minutes per weekday and 1 hour per day on weekends.
- ☐ To play, please fill out a Media Pass. The Media Pass should reflect your name, the date, start time, finish time, and your signature.

### Television/Netflix/YouTube

- ☐ 1 hour per day  
The exception to this rule is if the family chooses to watch a show or a program together.
- ☐ Must fill in the proper info on the Television Log prior to turning on the Television.  
If you don't have the self control to watch the clock on your own and turn off the television after an hour is through, please set a timer and be alert for it.
- ☐ When finished, log the stop time on the Television Log and sign in the appropriate spot.
- ☐ Whomever turns on the TV is responsible to complete the Television Log.

### Movies/DVDs/BluRays–(More than 1 hour)

- ☐ Because most movies are longer than 1 hour, it is permissible to use the television for longer than an hour...if a DVD is chosen as the medium.
- ☐ DVDs are to be returned to their case after use
- ☐ Please obtain Dad's verbal permission prior to beginning a movie.

This image shows a full page of white paper with horizontal ruling lines. The lines are evenly spaced and extend across most of the width of the page. In the top-left corner, there is a dark gray triangle pointing towards the center. Similarly, in the bottom-right corner, there is another dark gray triangle pointing towards the center. The overall appearance is that of a clean, unused sheet of stationery or notebook paper.

# In Closing

## A CLOSING NOTE TO MY CHILDREN

Dear Absolutely Amazing Bundles of Blessings,

I have been parenting you kids for nearly 12 years now. As you well know, I wanted to be a dad. I wanted to be your dad!!! Your mother and I chose each of you to be our children. We prayed for you long before you came into our lives. Though I can't tell you that I did so every day, I did begin praying for you at a young age. I remember being a young boy and finding your Mimi praying one day. I asked her what she was praying for and I will never forget her reply. She said "Benjamin, I am praying for your future wife and children". I remember thinking how that was strange because I had not yet met my wife and I was far too young to have children. But I always remembered it and I recall thinking that I need to begin praying for my own wife and my own children. So even though I can't tell you how old I was when I began praying for you, I am quite certain that I was praying for you long before you came into existence.

As you kiddos have heard on many many nights, I often pray that I will be a good and an intentional father and daddy to you kids. This is my desire for you amazing kiddos of mine.

I have lived on this earth for many years longer than each of you. With my years of experiences I have learned certain things about life. Things that I wish I had done, things that I am glad I did, things that I know I did well and things that I know that I have not done well. I often recall my own childhood and think of the things that I wish I would have learned as a child so that I could have been more prepared as I grew into an adult.

Though I know for certain that I will dramatically miss the mark for all the ways that I hope to prepare you kiddos for this great big world, I do want to be able to look back at our lives and know that I know that I know that I was intentional about certain important things to help prepare you for a world lived without me by your side.

This book may seem like one large book of rules. I want you to know that it is not a book of rules. It is a book of guidelines that we can all follow and observe so that we may be more intentional with our time and have the best opportunity for success in those things that we take on in life that are not out-

# In Closing

lined in this short handbook. Sometimes, we miss out on life because we are so busy trying to manage the day to day things in our lives. I want far more than that for each of you as my children. But I know myself well enough to know that if I don't take charge and address some of these important issues with just a little bit of time, I will miss the mark in preparing you for life in a far greater way. As I said, I know that I will miss my own mark in preparing you kiddos for life, but my own mark is a pretty tall order. So for now, I am going to start with being very intentional. This is my start. I love you each with all of my heart and I hope that we can all embrace these principals and just all around good tools together. If you really think about it kiddos, what I have outlined here really isn't that different than anything we discuss on a daily basis. This is merely our memorialization of our discussions.

Now lets do this!!!!

Love,  
Dad.





# Final

## The Langhofer Family Handbook Copyright 2016

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