

Camp
TEKO
2010



Parent Handbook

Camp TEKO 2010

Sessions

TZOFIM – Entering grades K-2 (Day Camp)

Tzofim Alef	June 21 – July 2
Tzofim Bet	July 5 – July 23
Tzofim Gimmel	July 26 – August 13

GIBORIM – Entering grades 3-6 (Day Camp)

Giborim Alef	June 21 – July 2
Overnight	Wednesday, June 30
Giborim Bet	July 5 – July 23
Overnight	Wednesday, July 14
Giborim Gimmel	July 26 – August 13
Overnight	Wednesday, August 4

CHALUTZIM – Entering grades 3-6 (Day Camp & Overnight Camp)

Chalutzim Bet	July 5 – July 23
One-Week Overnight	July 16 – July 23
Chalutzim Gimmel	July 26 – August 13
One-Week Overnight	August 6 – August 13

SPECIALTY WEEK – Entering grades K-6 (Day Camp)

August 16 – August 20

Business Office at Temple Israel

2324 Emerson Avenue South
Minneapolis, MN 55405
Tracy Bomberg, Camp Director
Phone: 612-374-0321
Fax: 612-377-6630
tbomberg@templeisrael.com

Summer Office

June 9 – August 14
645 Tonkawa Road
Long Lake, MN 55356
Phone: 952-471-8216*
Fax: 952-471-7086
www.teko.org

*Monday-Friday, phones at Camp TEK0 are monitored from 8 a.m. to 4:30 p.m.

Additional Contact Information

Billing: 612-374-0306

Scholarship: 612-374-0315

If you have an emergency and cannot reach anyone at camp, call Temple Israel at 612-377-8680.

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Welcome to Camp TEKO

Shalom and welcome to Camp TEKO! This summer will be filled with opportunities for campers to try new things, learn about themselves and Judaism, become more independent and make Jewish friendships that last forever. Whether this is your child's first year at TEKO, or s/he is a long-time camper, it's time to get ready for an incredible summer!

This handbook includes our policies and programming for the summer. Please read it thoroughly, as all the information is important in our partnership to provide the best possible camping experience for your child.

If you have any questions or concerns, please feel free to contact me anytime at 612-374-0321 or tbomberg@templeisrael.com.

B'virvat Shalom - With Blessings of Peace,



Tracy Bomberg
Director, Camp TEKO

Getting Ready for Camp

Each day, please send your camper with the following items in a backpack:

- Lunch (Lunches are refrigerated upon arrival at camp and milk is provided each day.)
- Nutritious, non-perishable morning snack. Camp provides an afternoon snack.
- Swimsuit & towel
- Hat
- Water bottle
- Sunscreen – **Please apply each morning before boarding the bus.**
- Insect repellent (no aerosols or pumps) – **Please apply each morning before boarding the bus.**
- Sturdy shoes or sneakers and socks (must be worn at all times)

Optional items:

- Water shoes/thongs for swimming beach
- Extra change of clothes (especially for younger campers)
- Sweatshirt or light jacket (on cool days)
- Rain gear/poncho (on rainy or potentially rainy days)

Camp is full of outdoor adventures. Getting wet and dirty is “all in a day’s fun.” Please send your child with towels, clothes and shoes that you don’t mind returning home dirty and/or wet.

Label all belongings with your child’s first and last name (not just initials)!

Do **NOT** bring:

- Radios, portable DVD players, cell phones, Gameboys, iPods or other personal electronic devices
- Pokémon cards
- Toys, squirt guns or super-soakers
- Pets
- Gum or hard candy
- Personal sports equipment
- Money or other valuables
- Medications of any kind in the camper’s backpack. (See “Health, Medical and Safety Procedures” for information on medication.)

Alcohol, drugs, tobacco and weapons of any kind are not permitted at Camp TEKO. Temple Israel and Camp TEKO do not allow guns on the premises.

On the First Day

On the first day, please arrive at the bus stop 15-20 minutes before the scheduled morning pick up time. This will ensure that our staff has enough time to get to know you and your camper and take attendance on the bus. If your child will be taking medication at camp, please give it to the bus captain in its original container with the original label stating your child's name, name of medication, doctor's name and proper dosage.

We know that first days, even when it is the first day of something as fun as camp, can make both parents and children a little nervous. One of the wonderful opportunities camp provides is a caring environment for children to learn how to make transitions into new experiences effectively and with confidence. We have learned that fears and apprehensions are generally soothed within ten minutes of the parent's departure. If parting seemed difficult, we invite you to call camp later in the morning so we can let you know how your child is doing.

Upon arrival at camp, campers will meet their counselor and the rest of their camper group. Chug Alef, the first activity period, will include icebreakers and get-to-know-you activities designed to build comfort and confidence among the campers. The remainder of the day will follow our regular daily schedule. (See page 10 for a sample daily schedule.)

Bus Policies and Procedures

A bus captain oversees each bus route. Bus captains are required to check each child onto the bus each morning and back to his/her parent/guardian each afternoon. Additionally, counselors are assigned to each bus and are responsible for ensuring camper safety and for leading songs, cheers and bus games.

Please be at your bus stop 10 minutes before the morning pick up and afternoon drop off times. If a camper misses the bus, a parent/guardian is responsible for his/her transportation to camp. Camp TEKOs staff cannot transport campers.

Sometimes weather or traffic patterns can delay our buses. Please be patient when this occurs. If a bus is going to be more than 30 minutes late, we will make every effort to contact the parents of all campers on the bus.

All bus captains carry a cell phone while riding the bus. If at any time you need to communicate with your child's bus captain, please call the camp office and we will immediately relay your message to the bus captain.

Safety and Courtesy on the Bus

Our staff has been trained to create a positive environment on the bus and will work with campers to modify unsafe or discourteous behavior. Please let us know if you have any concerns.

Please discuss these essential rules and the following consequences with your child:

- Remain seated at all times.
- Keep aisles clear.
- Keep everything (body parts and objects) inside the bus.
- Speak courteously and in moderate tones.
- Respect each other's space and property.
- No hitting, wrestling, shoving, verbal or physical abuse of another person.
- Be respectful of the bus and its contents. Parents will be liable for any willful damage to the bus or its contents.
- While waiting for the bus to arrive, campers and parents must wait in your car or in an area designated by the bus captain. Do not run around the parking area while waiting for the bus to arrive.

Consequences:

First time: Verbal warning by the camp staff.

Second time: Camper is moved to the front of the bus for the day.

Third time: Child will be assigned to sit with a staff person for the remainder of the week; parent notified.

Fourth time: Parent will be notified to discuss alternate transportation to camp.

Bus Policies and Procedures continued

Bus Check-Out System

At Camp TEKO, the safety and welfare of the campers is our number one priority. We maintain a list of adults authorized to pick up your child and we will **ONLY** release your camper to those on the authorized pick up list. Until the bus captains become familiar with parents, they will be checking photo identification at the bus stop. Your child will not be released to anyone without photo identification or who is not authorized (listed on the application or emergency contact form) to pick up your child. This procedure may take some additional time at the end of the day. We appreciate your patience with our safety procedures.

Late fee policy: We will never leave a camper unattended. However, a late fee of \$1/minute will be assessed if your child is picked up more than 10 minutes after the bus arrives.

Bus Notes

If your child will be going home on a different bus (for a play date or other reasons), we require a signed note from a parent explaining the details of your child's alternate transportation. We also require a signed note if your child is riding the same bus home, but being picked up by someone who is not on the authorized pick up list. We cannot accept permission by phone calls or e-mail. Please send your note at least one day in advance so we can make the necessary changes on our bus lists.

When writing a note to the office, please provide us with the name of the person picking up your child, the new bus stop and a signature. Make sure that the note clearly states the date that your child is going home on a different bus or is being picked up by a new person. **Please help us by writing legible notes on a large piece of paper.** Give these notes to the bus captain in the morning and they will be turned in to the office once the bus arrives at camp.

Driving to Camp

If you are driving your child to and from camp each day, drop off is between 9:05 - 9:15 a.m. and afternoon pick up is at 3:20 p.m. Please have your child at camp during this time or call camp at 952-471-8216 to let us know you will be late. Parking is available on the path to the left of the office building. Please remember to check in and out of the camp office each day. If you are picking up your child from camp early, please call ahead to let us know so we can have your child waiting in the main office.

Parent/Guardian Communication

Our main office number at camp (952-471-8216) is the best place to reach us. Our office staff will route the call to the Unit Head or staff person who can best answer your questions. We will return your call as soon as possible.

In an effort to be more environmentally conscious and maintain more frequent communication with you, we will be sending out e-mail updates and reminders regarding camp. **Please check your e-mail during the week to find out what's new at TEKO!**

If you have a note for your child's counselor, please give it to the bus captain. If you have questions or you have not received information from us, please call the camp office.

Prior to each session, your child's counselor will send you a letter introducing him/herself and welcoming your child to camp. If you have not received a letter by the day before the first day of the session, please call the office and we will let you know the name of your child's counselor. On the first day of camp, we will send home a list of campers in your child's group, along with a schedule of activities for the session.

Health, Medical and Safety Procedures

Health History and Medical Forms

The American Camp Association requires every child to provide camp with a health history form each summer. All health forms must be received in our camp office by May 15 to allow our medical professional time to look over the forms. Your child will not be permitted to attend camp without a current medical form on file. Please attach a copy of your child's insurance card (front and back) to your child's medical form.

Allergies

Please make sure you have listed all of your child's allergies on the camp forms. If your child has a peanut allergy or any life-threatening allergy, please call the Camp Director prior to the start of the session, 612-374-0321.

If a camper in your child's group has a peanut allergy, we will send home a letter asking that only peanut-free lunches and snacks be sent with your child to camp.

Food

Temple Israel's Kashrut policy requires that no pork or shellfish be brought into camp. Please keep this in mind when packing your child's lunch.

If you would like to send birthday treats for your child's camper group, please contact your child's Unit Head a few days before the birthday. We will check to see if there are any food allergies in the camper group. All treats sent to camp must be store-bought and have an ingredients label on the packaging.

Food is not permitted to be eaten on the bus, unless it is a snack provided by the camp. Campers may eat their morning snack after they arrive at camp and are with their group.

Sunscreen/Insect Repellent

While we do spray for mosquitoes, it will still be buggy at camp, particularly in the shade or at night. Please apply sunscreen and insect repellent to your camper each day before morning bus pick-up. We will encourage your child to apply sunscreen lotion and insect repellent throughout the day, unless we have written instructions from you to the contrary.

Medication

If your child will be taking medication at camp, please give it to the bus captain on the first day of camp. **All medication must be in its original container with the original label stating your child's name, name of medication, doctor's name and proper dosage.** Medication dosage and frequency of dispensing must match the prescription label. If there are any medication changes between the time you fill out the medical form and the first day of the session, please notify the camp in writing.

All prescription and non-prescription medication is kept in a secured area at camp and dispensed by the camp medical professional.

Parent Notification

If a child comes to the nurse's office with an injury such as a cut, scrape, bruise or other minor medical need, s/he will be treated, and a note will be sent home with the camper describing the treatment.

If a child is injured or becomes ill and must miss regular programming, s/he will be taken to the nurse's office. We will attempt to reach a parent/guardian or emergency contact via phone to discuss whether the child needs to be picked up from camp.

Please contact the camp medical professional (952-471-8216) and do not send your child to camp if s/he has...

- vomited in the last 24 hours
- had a temperature in the last 24 hours
- been exposed to any contagious illnesses
- been diagnosed with any contagious illness and has not yet received treatment for 24 hours or the time prescribed by your pediatrician.

Medical Emergency Procedures

If a camper experiences a medical emergency, we will call 911 and notify the parent/guardian as soon as possible. If the parent/guardian is unavailable, we will use the emergency contact information provided. We rely on Methodist Hospital, in St. Louis Park, if hospitalization is necessary.

Weather Procedures

Hot Days: In the event of a very hot day we will provide appropriate programming. We always ensure that campers drink plenty of water.

Rainy Days: If the rain is light, programming will proceed outdoors as planned. If rain is moderate to heavy or if there is thunder or lightning, all activities will be assigned to indoor locations.

Threatening Weather: We monitor the weather through the radio and the internet. Our staff are trained in emergency weather procedures. In the event that weather appears threatening, staff will move campers to safe buildings. All waterfront activities will be canceled until threatening weather subsides. If a weather emergency occurs near the end of the camp day, the buses will be held at camp until the "all clear" is given by the Director.

Daily Program and Activities

Group Assignments

Camper groups are based on gender, entering grade, camper program (day camp and overnight camp) and requests (in writing on the registration form). The registration form allows you to list up to two other campers in the same grade as your child with whom your child would like to be grouped. We will do our best to grant at least one of those requests and will contact you if that is not possible. On the first day of the session a group list will be sent home with your child.

Absentee Policy

If your child will not be at camp or will be arriving late, please call the camp office at 952-471-8216 by 8 a.m. so we can inform the bus captain. If you know in advance that your child will not be at camp, please contact us as early as possible. If your child will be picked up early, please send a note so we can have him/her waiting for you at the camp office. There are no refunds for missed days.

Extended Care

For those parents who work later in the day, we offer Extended Care after camp at Temple Israel. For an extra fee, participants in the Extended Care program will ride the Temple Israel bus back to the synagogue and spend the rest of the afternoon there. Trained TEKO staff will care for the children and provide programming. **Parents may pick up their children at Temple Israel between 4:15 p.m. and 5:30 p.m. Monday-Thursday and between 4:15 p.m. and 5:00 p.m. on Friday.**

Daily Schedule

Following flag raising and singing, campers embark on a day filled with chugim (activities) which include swimming, boating, fishing, sports, drama, dance, teva (nature), music, omanut (arts & crafts), and Israeli culture. Chugim are structured for kids to try something new or to develop more skills and have fun in their favorite activities. A schedule of your camper's activities will be sent home with your child on the first day of the session. Schedules vary by camper group and session. Activities vary daily.

Sample Daily Schedule:

Arrival/Games in Bowl: 9:00-9:15 a.m.
Flag raising and songs: 9:20-9:40 a.m.
Chug Rotations: 9:45-12:20 p.m.
Lunch: 12:30-1:00 p.m.
Chug Rotations: 1:15-2:55 p.m.
Snack/flag lowering: 3:00-3:20 p.m.
Departure: 3:20-3:30 p.m.

Waterfront

One of the many great assets of the Camp TEKO facility is our access to Lake Minnetonka. Our lifeguard-certified staff supervise a swimming beach, boating dock, and fishing area where kids safely enjoy a variety of water activities. Waterfront rules are carefully explained and enforced.

We have first-time lake swimmers and kids who are pros at swimming in Lake Minnetonka. On the first day of the session, each child takes a swim test to determine the swimming area that matches his/her ability. Our staff teach “TEKO-style” swimming lessons and provide appropriate games and fun in the water for a variety of skill levels. Our most advanced swimmers are placed on the “TEKO Swim Team,” where they practice and refine their strokes all session for the big swim meet during the last week of camp. Every camper swims with a buddy as part of our American Camping Association standards-based safety procedures.

Shabbat at Camp TEKO

Whether your child attends day camp or overnight camp, Shabbat at TEKO is special. Every Friday is Yom Yafeh, an exciting time when the Temple Israel clergy join us at camp for unique Jewish programming. Additionally, Chalutzim campers experience a beautiful TEKO Shabbat beginning with Kiddush on Friday night leading to services in the chapel and ending with Havdallah on Saturday night. We hope you and your family will join us at camp for our Shabbat picnics on June 25 and July 30 to experience for yourself the magic of a TEKO Shabbat. Please see pages 17 - 18 for more details.

Lost and Found

The best way to prevent your child from losing his/her belongings at camp is to...

***Label everything with your child's first and last name
(not just initials)!***

We will make every attempt to reunite your child with his/her lost items. Many campers may have belongings that look similar, so it is very helpful when names are on every item. Although we will do our best to protect campers' belongings, Camp TEKO is not responsible for lost, damaged or stolen items.

If your child forgets something at camp, please call the camp office and leave a message. We will do our best to find the item and send it home the following day. Lost and found items will be available during each Shabbat picnic at Camp TEKO. Any items remaining at camp after the summer is over will be brought to Temple Israel and held there until September 1. After September 1, all unclaimed items will be donated to a local charity.

Visiting Camp TEKO

Family events such as the Parent Open Houses on June 20 and July 11 and Shabbat Picnics on June 25 and July 30 are great opportunities to see Camp TEKO. If you would like a tour of camp prior to the summer, please contact camp director Tracy Bomberg at 612-374-0321. All other visits to Camp TEKO must be arranged by calling camp prior to the visit. For camp security, all visitors to Camp TEKO (including parents and other family members) must bring a photo ID and check in at the main office to receive a visitor's pass before entering the Camp TEKO grounds.

Giborim Overnight

Every Giborim camper has the opportunity to participate in a one-night overnight at camp. Overnights are scheduled on the following dates:

Session Alef	Wednesday, June 30
Session Bet	Wednesday, July 14
Session Gimmel	Wednesday, August 4

On these days, your child will remain at camp after the end of the regular camp day and will participate in a variety of fun camp activities. Dinner is provided and followed by special evening programming.

The following day, breakfast and lunch are provided. Campers will return home on their regular bus at the end of the camp day. We will make sure there is enough room on the bus to accommodate the extra luggage. In addition to the normal packing list for a day at camp (see page 3), on the morning of the overnight your child should bring to camp one overnight bag with the items listed below. Remember to label everything with your child's first and last name (not just initials).

- Sleeping bag/pillow
- Towel
- Insect repellent
- Socks/tennis shoes
- Rain gear
- Sweatshirt
- Jeans
- Clothing for the next day
- Underwear and socks
- Pajamas
- Toiletries

Please do not bring knives, matches, lighters, firecrackers, cell phones, Gameboys, iPods, radios, portable dvd players, any personal electronic device, shaving cream, silly-string, super-soakers, money, anything of value or any food from home.

If your child will be taking medication in the morning or evening, you must give the medication to the bus captain on the morning of the overnight. All medication must be in its original container with the original label stating your child's name, name of medication, doctor's name and proper dosage.

We must have your written permission for your child to attend the Giborim overnight. We will ask you to complete and return a permission slip, even if your child is not attending the overnight, so we know whether s/he is staying at camp or going home on the bus.

Chalutzim

Chalutzim Bet

Day Camp Monday, July 5 – Friday, July 16
One-Week Overnight Friday, July 16 – Friday, July 23

Chalutzim Gimmel

Day Camp Monday, July 26 – Friday, August 6
One-Week Overnight Friday, August 6 – Friday, August 13

On the Friday morning when the overnight week begins, Chalutzim campers will ride their regular bus to camp. We will make sure there is enough room on the bus to accommodate the extra luggage. On Friday afternoon at the end of the overnight week, campers will return home on their regular bus.

Prior to the beginning of the overnight session, there will be additional information sent to Chalutzim families. Please feel free to call the Overnight Unit Head with any questions.

Chalutzim Packing List

In addition to the normal packing list for a day at camp (see page 3), please bring to camp the items listed below. Please pack enough clothing for the entire stay at overnight camp because we do not offer laundry service. **Remember to label everything with your child's first and last name (not just initials).**

- | | | |
|--|--|---|
| <input type="checkbox"/> Long pants | <input type="checkbox"/> Nice clothing for | <input type="checkbox"/> Toiletries (shampoo, |
| <input type="checkbox"/> Swimming suit | Shabbat | soap, toothbrush/paste) |
| <input type="checkbox"/> Raincoat/poncho | <input type="checkbox"/> Shorts | <input type="checkbox"/> Sunscreen |
| <input type="checkbox"/> Long sleeve shirts | <input type="checkbox"/> Hat | <input type="checkbox"/> Letter writing materials |
| <input type="checkbox"/> Heavy jacket/sweater | <input type="checkbox"/> Towels | <input type="checkbox"/> Laundry bag |
| <input type="checkbox"/> Underwear | <input type="checkbox"/> Sleeping bag or | |
| <input type="checkbox"/> Socks | blanket & linens | Optional Items |
| <input type="checkbox"/> T-shirts | <input type="checkbox"/> Pillow | <input type="checkbox"/> Stuffed animals |
| <input type="checkbox"/> Tennis shoes/sneakers | <input type="checkbox"/> Pajamas | <input type="checkbox"/> Camera |
| <input type="checkbox"/> Sandals for beach or | <input type="checkbox"/> Flashlight | <input type="checkbox"/> Baseball Glove |
| shower | <input type="checkbox"/> Insect repellent | |

Please do not bring knives, matches, lighters, firecrackers, Gameboys, iPods, radios, portable dvd players, cell phones, any personal electronic device, shaving cream, silly-string, super-soakers, money, anything of value or any food from home.

Camp TEKO Staff

Camp TEKO staff members are carefully selected from the Twin Cities community and Israel to ensure the safest environment for our campers. They range in grade level from entering high school seniors to college graduates. All are committed to providing kids with a great camp experience.

Before they are hired, all Camp TEKO staff applicants are interviewed, have references checked, fill out a voluntary disclosure form and, those 18 and older, go through a background check. Staff are required to attend orientation and are trained in a variety of topics including safety procedures, child development, group skills, programming and more.

Machon

The Machon program is Camp TEKO's eight week counselor-in-training program for teenagers entering grade 11. As the summer progresses, Machon will be assigned to camper groups and will become an integral part of your child's summer.

Gratuities

Camp TEKO staff are not permitted to accept gratuities including gift cards. As an alternative, please consider sending a thank you note, a letter to the Camp Director or a donation to the Camp TEKO Fund at Temple Israel in honor of your child's staff member.

Camp
TEKO
2010

Events

Parent Open Houses

Sunday, June 20 and Sunday, July 11
1:30 - 3:00 p.m. at Camp TEKO

Everyone is welcome to tour the camp grounds and meet the staff. This is a great opportunity for first-time campers and families to visit camp. Returning campers also like to come to meet the camp staff.

Shabbat Picnics and Services

Sponsored by Temple Israel Men's Club and Sisterhood
5:45 p.m. at Camp TEKO
Friday, June 25 and Friday, July 30

Past, present and future campers, their families and friends are invited to a Shabbat picnic and service at Camp TEKO.

Everyone is welcome at all picnics – even if they do not occur during your child's camp session. Non-TEKO campers and their families are also welcome.

We look forward to seeing you!

Shabbat Picnic Programming

Everyone is welcome to spend a beautiful Shabbat evening at Camp TEKO. Temple Israel's Men's Club will serve kosher hotdogs right off our grill (buns and condiments provided) or you may bring your own dinner. Please observe our kashrut policy of no pork or shellfish. Services will be held after dinner in the beautiful outdoor chapel. An Oneg Shabbat sponsored by the Temple Israel Sisterhood will follow in the pavilion.

TEKO will offer Shabbat picnic programming on Friday, June 25 and Friday, July 30 so your child can stay at camp from 3:30 p.m. until you meet him/her for the picnic at 5:45 p.m. We must have written permission for your child to stay after camp on picnic days. We will ask you to complete and return a permission slip, even if your child is not staying for the picnic, so we know whether s/he is staying at camp or riding the bus home as usual.

When you arrive at camp, a staff member will direct you to your child's location. Please bring photo identification, as you will need to sign your child out using the daily bus check-out procedure.

Directions to Camp TEKO

645 Tonkawa Road
Long Lake, Minnesota 55356
952-741-8216

From Minneapolis, Golden Valley, St. Louis Park, Plymouth and other northern suburbs:

Take Interstate 394 West to Highway 15 West. Turn right on Highway 51 and right again on Highway 135 (Tonkawa Road). Camp is approximately 1.2 miles on the left. Please park in the lower parking lot.

From Edina, Bloomington and other southern suburbs:

Take Highway 7 West to Highway 19 North. Turn right on Highway 51, then left on Highway 135 (Tonkawa Road). Camp is approximately 1.2 miles on the left. Please park in the lower parking lot.

Please see the map on the next page. NOTE: Highway 12 to Stubbs Bay Road is no longer accessible.

Camp TEKO



