| Board Office Use: Legislative File Info. | | |
|--|------------|--|
| File ID Number: | 17-1485 | |
| Introduction Date: | 08/23/2017 | |
| Enactment Number: | 17-1202 | |
| Enactment Date: | 08/23/2017 | |



Memo

| То: | Board of Education |
|---------------------|--|
| From: | Kyla Johnson-Trammell, Superintendent |
| Board Meeting Date: | 08/23/2017 |
| Subject: | Professional Service Contract |
| Contractor: | CAMP PHOENIX, INC. of Newark, CA |
| Services for: | 922-Community Schools & Student Services |

| Board Action Re and Recomme | Ratification by the Board of Education of a Professional Services Contract between the District and CAMP PHOENIX, INC., Newark, CA, for the latter to provide: To provide 6 hours of daily summer academic support and enrichment to OUSD students who are in need of summer services to counter summer learning loss; program activities will be based on youth development quality standards; work collaboratively with the Summer Learning Office and After School Programs Office to ensure that students in need receive at least 6 hours of daily summer learning, enrichment, physical activity, and support services; conduct outreach for summer student recruitment, communicate with families regularly, fulfill OUSD grant reporting requirements including submission of summer attendance |
|--|--|
| Background: (A one paragraph explanation of why the consultant's services are needed.) | OUSD's 21st Century Community Learning Center (21st CCLC) grants include Supplemental funding to support summer learning programs, operated in partnership between schools and community organizations. In order to fulfill the grant requirements, OUSD is contracting with community partners to provide 6 hours daily of summer academic, enrichment, and physical activity services to OUSD students for 2-6 weeks over the summer. Summer services will be delivered at OUSD school sites. Summer providers will work in partnership with OUSD's After School and Summer Learning units to align summer program goals with district priorities for student achievement, health and wellness, and social-emotional learning. |
| Discussion: (QUANTIFY what is being purchased.) | To provide 6 hours of daily summer academic support and enrichment to OUSD students who are in need of summer services to counter summer learning loss; program activities will be based on youth development quality standards; work collaboratively with the Summer Learning Office and After School Programs Office to ensure that students in need receive at least 6 hours of daily summer learning, enrichment, physical activity, and support services; conduct outreach for summer student recruitment, communicate with families regularly, fulfill OUSD grant reporting requirements including submission of summer attendance records, and maintain communication with the OUSD Summer and After School units to review progress on summer program goals; comply with 21st CCLC grant requirements for the summer program at Greenleaf Elementary School. |

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| | | |



Fiscal Impact: Funding Resource name(s) (detailed below) not to exceed \$10,920.00.

\$10,920.00

T IV 21ST CENTURY COM LEARNING

Attachments: Professional Services Contract including Scope of Work



CONTRACT JUSTIFICATION FORM This Form Shall Be Submitted to the Board Office With *Every* Consent Agenda Contract.

| Legislative File ID No |
|--|
| Department: |
| Vendor Name: |
| Contract Term: Start Date: End Date: |
| Annual Cost: \$ |
| Approved by: |
| Is Vendor a local Oakland business? Yes No |
| Why was this Vendor selected? |
| |
| |
| |
| |
| Summarize the services this Vendor will be providing |

Was this contract competitively bid? Yes ____ No ____

If No, answer the following:

1) How did you determine the price is competitive?

- 2) Please check the competitive bid exception relied upon:
 - ____ Educational Materials ____ Special Services contracts for financial, economic, accounting, legal or administrative services **CUPCCAA exception** (Uniform Public Construction Cost Accounting Act) ____ Professional Service Agreements of less than (increases a small amount on January 1 of each year) **Construction related Professional Services** such as Architects, DSA Inspectors, Environmental Consultants and Construction Managers (require a "fair, competitive selection process) **Energy** conservation and alternative energy supply (e.g., solar, energy conservation, co-generation and alternate energy supply sources) **Emergency** contracts [requires Board resolution declaring an emergency] ____ Technology contracts _____ electronic data-processing systems, supporting software and/or services (including copiers/printers) over the bid limit, must be competitively advertised, but any one of the three lowest responsible bidders may be selected ____ contracts for computers, software, telecommunications equipment, microwave equipment, and other related electronic equipment and apparatus, including E-Rate solicitations, may be procured through an RFP process instead of a competitive, lowest price bid process ____ Western States Contracting Alliance Contracts (WSCA) California Multiple Award Schedule Contracts (CMAS) [contracts are often used for the purchase of information technology and software] **____ Piggyback**" Contracts with other governmental entities ____ Perishable Food ____ Sole Source
 - ____ Change Order for Material and Supplies if the cost agreed upon in writing does not exceed ten percent of the original contract price
 - ____ Other, please provide specific exception

| Board Office Use: Legislative File Info. | |
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OAKLAND UNIFIED SCHOOL DISTRICT Community Schools, Thriving Students

PROFESSIONAL SERVICES CONTRACT 2017-2018

This Agreement is entered into between CAMP PHOENIX, INC.

(CONTRACTOR) and Oakland Unified School District (OUSD). OUSD is authorized by Government Code Section 53060 to contract for the furnishing of special services and advice in financial, economic, accounting, engineering, legal, and administrative matters with persons specially trained, experienced, and competent to perform such services. CONTRACTOR warrants it is specially trained, experienced, and competent to provide such services. The parties agree as follows:

- Services: CONTRACTOR shall provide the services ("Services" or "Work") as described in Exhibit "A," attached hereto and 1. incorporated herein by reference.
- **Terms**: The term of this agreement shall be 05/01/2017 (or the day immediately following approval by the Superintendent if the 2. aggregate amount CONTRACTOR has contracted with the District is below \$88,300. in the current fiscal year; or, approval by the Board of Education if the total contract(s) exceed \$88,300, whichever is later) to 08/18/2017 . The work shall be completed no later than 08/18/2017
- Compensation: OUSD agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this Agreement. The 3. compensation under this Contract shall not exceed Ten Thousand Nine Hundred Twenty Dollars and 00/100

), at an hourly billing rate not to exceed $\underline{\mathsf{N/A}}$ per hour. This sum shall be for full performance Dollars (\$10,920.00 of this Agreement and includes all fees, costs, and expenses incurred by Contractor including, but not limited to, labor, materials,

taxes, profit, overhead, travel, insurance, subcontractor costs, and other costs.

If CONTRACTOR will be compensated hourly for services provided under this Contract. CONTRACTOR shall describe in Exhibit "A." attached hereto, the specific scope of services to be delivered on an hourly basis to OUSD.

OUSD shall not be liable to CONTRACTOR for any costs or expenses paid or incurred by CONTRACTOR in performing services for OUSD, except as follows: N/A

Payment for Work shall be made for all undisputed amounts in monthly installment payments within forty-five (45) days after CONTRACTOR submits an invoice to OUSD for Work actually completed and after OUSD's written approval of the Work, or the portion of the Work for which payment is to be made.

The granting of any payment by OUSD, or the receipt thereof by CONTRACTOR, shall in no way lessen the liability of CONTRACTOR to correct unsatisfactory work, although the unsatisfactory character of that work may not have been apparent or detected at the time a payment was made. Work, which does not conform to the requirements of this Agreement, may be rejected by OUSD and in that case must be replaced by CONTRACTOR without delay.

Equipment and Materials: CONTRACTOR shall provide all equipment, materials, and supplies necessary for the performance of this 4 Agreement except: N/A

which shall not exceed a total cost of 0.00

CONTRACTOR Qualifications / Performance of Services: 5.

CONTRACTOR Qualifications: CONTRACTOR warrants it is specially trained, experienced, competent and fully licensed to provide the Services required by this Agreement in conformity with the laws and regulations of the State of California, the United States of America, and all local laws, ordinances and,/or regulations, as they may apply.

Standard of Care: CONTRACTOR warrants that CONTRACTOR has the gualifications and ability to perform the Services in a professional manner, without the advice, control, or supervision of OUSD. CONTRACTOR's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of its profession for services to California school districts.

- Invoicing: Invoices furnished by CONTRACTOR under this Agreement must be in a form acceptable to OUSD. All amounts paid by 6. OUSD shall be subject to audit by OUSD. Invoices shall include, but not be limited to: Contractor name, Contractor address, invoice date, invoice number, purchase order number, name of school or department service was provided to, period of service, name of the person performing the service, date service was rendered, brief description of services provided, number of hours of service, hourly rate, total payment requested.
- Notices: All notices and invoices provided for under this Agreement shall be in writing and either personally delivered during normal 7. business hours or sent by U.S. Mail (certified, return receipt requested) with postage prepaid to the other party at the address set forth below:

Requisition No. <u>R0180063</u> P.O. No. P1800125

| OUSD Representative: | CONTRACTOR: |
|---|------------------------------------|
| Name: JULIE MC CALMONT | _{Name:} Jacqueline Soohoo |
| Site /Dept.: 922-Community Schools & Student Services | Title: Officer (Executive) |
| Address: 1000 Broadway, Suite 150 | Address: 39931 Parada Street #B |
| Oakland, CA 94607 | Newark, CA 94560 |
| Phone: 510-879-2820 | Phone: 916-208-1462 |
| Email: JULIE.McCalmont@ousd.org | Email: jacqueline@campphoenix.org |

Notice shall be effective when received if personally served or, if mailed, three days after mailing. Either party must give written notice of a change of address.

8. Status of Contractor: This is not an employment contract. CONTRACTOR, in the performance of this Agreement, shall be and act as an independent contractor. CONTRACTOR understands and agrees that it and all of its employees shall not be considered officers, employees, agents, partner, or joint venture of OUSD, and are not entitled to benefits of any kind or nature normally provided employees of OUSD and/or to which OUSD's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. CONTRACTOR shall assume full responsibility for payment of all Federal, State, and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to CONTRACTOR's employees. In the performance of the work herein contemplated, CONTRACTOR is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the work, OUSD being interested only in the results obtained.

9. Insurance:

- 1. Unless specifically waived by OUSD, the following insurance is required:
 - i. If CONTRACTOR employs any person to perform work in connection with this Agreement, CONTRACTOR shall procure and maintain at all times during the performance of such work, Workers' Compensation Insurance in conformance with the laws of the State of California and Federal laws when applicable. Employers' Liability Insurance shall not be less than One Million Dollars (\$1,000,000) per accident or disease.

Check one of the boxes below:

- CONTRACTOR is aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and will comply with such provisions before commencing the performance of the Work of this Contract.
- □ CONTRACTOR does not employ anyone in the manner subject to the workers' compensation laws of California.
- ii. CONTRACTOR shall maintain Commercial General Liability insurance, including automobile coverage, with limits of at least One Million Dollars (\$1,000,000) per occurrence for corporal punishment, sexual misconduct, harassment, bodily injury and property damage. The coverage shall be primary as to OUSD and shall name OUSD as an additional insured. Evidence of insurance must be attached. Endorsement of OUSD as an additional insured shall not affect OUSD's rights to any claim, demand, suit or judgment made, brought or recovered against CONTRACTOR. The policy shall protect CONTRACTOR and OUSD in the same manner as though each were separately issued. Nothing in said policy shall operate to increase the Insurer's liability as set forth in the policy beyond the amount or amounts shown or to which the Insurer would have been liable if only one interest were named as an insured.
- iii. If CONTRACTOR is offering OUSD professional advice under this Contract, CONTRACTOR shall maintain Errors and Omissions insurance or Professional Liability insurance with coverage limits of One Million Dollars (\$1,000,000) per claim.

OR

- iv. CONTRACTOR is not required to maintain any insurance under this agreement. (Completed and approved Waiver of Insurance Form is required from OUSD's Risk Management.) Waiver of insurance does not release CONTRACTOR from responsibility for any claim or demand.
- 10. Licenses and Permits: CONTRACTOR shall obtain and keep in force all licenses, permits, and certificates necessary for the performance of this Agreement.
- 11. **Assignment**: The obligations of CONTRACTOR under this Agreement shall not be assigned by CONTRACTOR without the express prior written consent of OUSD.
- 12. Non-Discrimination: It is the policy of OUSD that in connection with all work performed under Contracts there be no discrimination because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age; therefore, CONTRACTOR agrees to comply with applicable Federal and California laws including, but not limited to, the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and OUSD policy. In addition, CONTRACTOR agrees to require like compliance by all its subcontractor(s). CONTRACTOR shall not engage in unlawful discrimination in employment on the basis of actual or perceived; race, color, national origin, ancestry, religion, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender, sex, sexual orientation, or other legally protected class.

- Drug-Free / Smoke Free Policy: No drugs, alcohol, and/or smoking are allowed at any time in any buildings and/or grounds on OUSD property. No students, staff, visitors, CONTRACTORS, or subcontractors are to use controlled substances, alcohol or tobacco on these sites.
- 14. **Indemnification**: CONTRACTOR agrees to hold harmless, indemnify, and defend OUSD and its officers, agents, and employees from any and all claims or losses accruing or resulting from injury, damage, or death of any person, firm, or corporation in connection with the performance of this Agreement. CONTRACTOR also agrees to hold harmless, indemnify, and defend OUSD and its elective board, officers, agents, and employees from any and all claims or losses incurred by any supplier, contractor, or subcontractor furnishing work, services, or materials to CONTRACTOR in connection with the performance of this Agreement. This provision survives termination of this Agreement.
- 15. Copyright/Trademark/Patent/Ownership: CONTRACTOR understands and agrees that all matters produced under this Agreement shall become the property of OUSD and cannot be used without OUSD's express written permission. OUSD shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark, and/or patent of said matter in the name of OUSD. CONTRACTOR consents to use of CONTRACTOR's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium. These matters include, without limitation, drawings, plans, specifications, studies, reports, memoranda, computation sheets, the contents of computer diskettes, artwork, copy, posters, billboards, photographs, videotapes, audiotapes, systems designs, software, reports, diagrams, surveys, source codes or any other original works of authorship, or other documents prepared by CONTRACTOR or its Sub-CONTRACTORs in connection with the Services performed under this Agreement. All works shall be works for hire as defined under Title 17 of the United States Code, and all copyrights in those works are the property of OUSD.
- 16. **Waiver**: No delay or omission by either party in exercising any right under this Agreement shall operate as a waiver of that or any other right or prevent a similar subsequent act from constituting a violation of the Agreement.
- 17. Termination: OUSD may at any time terminate this Agreement upon 30 days prior written notice to CONTRACTOR. OUSD shall compensate CONTRACTOR for services satisfactorily provided through the date of termination. In addition, OUSD may terminate this Agreement for cause should CONTRACTOR fail to perform any part of this Agreement. In the event of termination for cause, OUSD may secure the required services from another contractor. If the cost to OUSD exceeds the cost of providing the services pursuant to this Agreement, CONTRACTOR shall pay the additional cost.
- 18. **Conduct of CONTRACTOR**: By signing this Agreement, CONTRACTOR certifies compliance with the following requirements and will provide OUSD with evidence of staff qualifications, which include:
 - 1. **Tuberculosis Screening**: CONTRACTOR is required to screen employees who will be working at OUSD sites for more than six hours. CONTRACTOR affirms that each employee has current proof of negative TB testing on file and TB results are monitored.
 - 2. Fingerprinting of Employees and Agents. The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to CONTRACTOR's services under this Agreement and CONTRACTOR certifies its compliance with these provisions as follows: "CONTRACTOR certifies that CONTRACTOR has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all CONTRACTOR's employees, subcontractors, agents, and subcontractors' employees or agents ("Employees") regardless of whether those Employees are paid or unpaid, concurrently employed by OUSD, or acting as independent contractors of CONTRACTOR, who may have contact with OUSD pupils in the course of providing services pursuant to the Agreement, and the California Department of Justice has determined that none of those Employees has been convicted of a felony, as that term is defined in Education Code section 45122.1. Contractor further certifies that it has received and reviewed fingerprint results for each of its Employees and Contractor has requested and reviews subsequent arrest records for all Employees who may come into contact with OUSD pupils in providing services to the District under this Agreement."

In the event that OUSD, in its sole discretion, at any time during the term of this contract, desires the removal of any CONTRACTOR related persons, employee, representative or agent from an OUSD school site and, or property, CONTRACTOR shall immediately, upon receiving notice from OUSD of such desire, cause the removal of such person or persons.

- 19. No Rights in Third Parties: This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.
- 20. **OUSD's Evaluation of CONTRACTOR and CONTRACTOR's Employees and/or Subcontractors**. OUSD may evaluate CONTRACTOR's work in any way that OUSD is entitled to do so pursuant to applicable law. The OUSD's evaluation may include, without limitation:
 - 1. Requesting that OUSD employee(s) evaluate the CONTRACTOR and the CONTRACTOR's employees and subcontractors and each of their performance.
 - 2. Announced and unannounced observance of CONTRACTOR, CONTRACTOR's employee(s), and/or subcontractor(s).
- 21. Limitation of OUSD Liability: Other than as provided in this Agreement, OUSD's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall OUSD be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of, or in connection with, this Agreement for the services performed in connection with this Agreement.
- 22. **Confidentiality**: CONTRACTOR and all CONTRACTOR's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. CONTRACTOR understands that student records are confidential and agrees to comply with all state and federal laws concerning the maintenance and disclosure of student records. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement. Contractors will be permitted

access to student data only where permissible under state and federal law and only after executing OUSD's Confidentiality Agreement Regarding Student Data.

23. **Conflict of Interest**: CONTRACTOR shall abide by and be subject to all applicable, regulations, statutes or other laws regarding conflict of interest. CONTRACTOR shall not hire any officer or employee of OUSD to perform any service by this Agreement without the prior approval of OUSD Human Resources.

CONTRACTOR affirms to the best of his/her/its knowledge, there exists no actual or potential conflict of interest between CONTRACTOR's family, business or financial interest and the services provided under this Agreement, and in the event of change in either private interest or services under this Agreement, any question regarding possible conflict of interest which may arise as a result of such change will be brought to OUSD's attention in writing.

Through its execution of this Agreement, CONTRACTOR acknowledges that it is familiar with the provisions of section 1090 *et seq.* and section 87100 *et seq.* of the Government Code of the State of California, and certifies that it does not know of any facts which constitute a violation of said provisions. In the event CONTRACTOR receives any information subsequent to execution of this Agreement which might constitute a violation of said provisions, CONTRACTOR agrees it shall notify OUSD in writing.

- 24. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion: CONTRACTOR certifies to the best of his/her/its knowledge and belief, that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency according to Federal Acquisition Regulation Subpart 9.4, and by signing this contract, certifies that this vendor does not appear on the Excluded Parties List (https://www.sam.gov/).
- 25. Litigation: This Agreement shall be performed in Oakland, California and is governed by the laws of the State of California, but without resort to California's principles and laws regarding conflict of laws. The Alameda County Superior Court shall have jurisdiction over any litigation initiated to enforce or interpret this Agreement.
- 26. **Incorporation of Recitals and Exhibits**: The Recitals and each exhibit attached hereto are hereby incorporated herein by reference. CONTRACTOR agrees that to the extent any recital or document incorporated herein conflicts with any term or provision of this Professional Services Contract, the terms and provisions of this Professional Services Contract shall govern.
- 27. Integration/Entire Agreement of Parties: This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.
- 28. **Counterparts**: This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.
- 29. **Signature Authority**: Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been given the proper authority and empowered to enter into this Agreement.
- 30. Contract Contingent on Governing Board Approval: OUSD shall not be bound by the terms of this Agreement until it has been formally approved by OUSD's Governing Board, and no payment shall be owed or made to CONTRACTOR absent that formal approval. This Agreement shall be deemed approved when it has been signed by the Board of Education, and/or the Superintendent as its designee.
- 31. **W-9 Form**: If CONTRACTOR is doing business with OUSD for the first time, complete and return with the signed Contract the W-9 form.
- 32. **Contract Publicly Posted**: This contract, its contents, and all incorporated documents are public documents and will be made available by OUSD to the public online via the Internet.

| OAKLAND UNIFIED SCHOOL DISTRICT | | CONTRACTOR | |
|---------------------------------|------------|--|------------|
| And Bustamarte | 07/17/2017 | Jacqueline Soohoo | 07/17/2017 |
| President, Board of Education | Date | Contractor Signature | Date |
| Superintendent | | | |
| Chief or Deputy Chief | | Jacqueline Soohoo, Officer (Executive) | |
| John My June Stren mull | 08/31/2017 | Print Name, Title | |
| Secretary, Board of Education | Date | | |

Form approved by OUSD General Counsel for 2017-18 FY

EXHIBIT "A" SCOPE OF WORK

[IF A CONTRACTOR PROVIDES AN ACCEPTABLE DESCRIPTION OF SERVICES AS PART OF A PROPOSAL, THAT DESCRIPTION OF SERVICES MAY BE ATTACHED <u>WITHOUT</u> ANY TERMS, CONDITIONS, LIMITATIONS, ETC., FROM THAT PROPOSAL.]

1. Description of Services to be Provided: Provide a description of the service(s) the contractor will provide. Be specific about what service(s) OUSD is purchasing and what *this* Contractor will do.

See Attached Scope of Work

2. Specific Outcomes: What are the expected outcomes from the services of this Contract? Be specific. For example, as a result of the service(s): 1) How many more Oakland children are graduating from high school? 2) How many more Oakland children are attending school 95% or more? 3) How many more students have meaningful internships and/or paying jobs? 4) How many more Oakland children have access to, and use, the health services they need? Provide details of program participation (Students will...) and measurable outcomes (Participants will be able to...). NOT THE GOALS OF THE SITE OR DEPARTMENT.

Summer learning programs are critical in countering summer learning loss in students. Students will greatly benefit from the opportunity to participate in a full 6-hour summer learning program. The summer learning program will provide students with a safe and supportive place to spend their summer. Students' physical and social-emotional health and well-being will be supported through the summer program's academic, enrichment, and support services. As a result of the summer learning program, students will return to school in the fall feeling more engaged in learning, more connected to the school community, and less affected by summer learning loss. As a result, students will be more prepared to engage in a new school year of learning and more ready to attend school on a daily basis.

3. Alignment with District Strategic Plan: Indicate the goals and visions supported by the services of this contract: (Check all that apply.)

- Ensure a high quality instructional core
- Develop social, emotional and physical health
- Create equitable opportunities for learning
- High quality and effective instruction

- Prepare students for success in college and careers
- Safe, healthy and supportive schools
- Accountable for quality
- Full service community district
- 4. Alignment with Community School Strategic Site Plan CSSSP (required if using State or Federal Funds): Please select:
 - Action Item included in Board Approved CSSSP (no additional documentation required) Item Number:
 - Action Item added as modification to Board Approved CSSSP Submit the following documents to the Resource Manager either electronically via email of scanned documents, fax or drop off.
 - 1. Relevant page of CSSSP with action item highlighted. Page must include header with the word "Modified", modification date, school site name, both principal and school site council chair initials and date.
 - 2. Meeting announcement for meeting in which the CSSSP modification was approved.
 - 3. Minutes for meeting in which the CSSSP modification was approved indicating approval of the modification.
 - 4. Sign-in sheet for meeting in which the CSSSP modification was approved.

| Site Name: | Camp Phoenix | | |
|---------------------------------|---|--------------------------------|--|
| Site #: | | | |
| | Camp Phoenix | | |
| # of summer tudents (ADA) | 40 | | |
| # of summer | | | |
| program days Total 21st CCLC | 21 | 21st CCLC Grant Funds for Lead | |
| Grant Funds | \$10,920 | Agency | Lead Agency In-Kind Contribution |
| | TOTAL CONTRACTED FUNDS | \$10,920 | \$0 |
| DOKS AND SUPPI | LIES Supplies (can be purchased by lead agency for summer supplemental | | |
| 4310 | programming) | \$0 | \$1, |
| 4310 | Curriculum | \$500 | |
| 5829 | Field Trips (fees, supplies) | \$1,000 | |
| | Bus tickets for students | \$0 | |
| | Rental bus for field trips | \$2,500 | |
| | Snacks | \$420 | |
| | Incentives | \$0 | |
| | Family Night supplies | \$500 | |
| | | | |
| | Total books and supplies | \$4,920 | \$1, |
| ONTRACTED SER | | φ 4 ,320 | |
| 5825 | Site Coordinator and Executive Director | \$0 | \$31, |
| 5825 | Academic Instructors: 6 staff x 85.5 hours x \$15.20 per hour. Hired for Summer 2017: Franklin Haggarty, Megan Macpherson,43 additional staff to be hired | | |
| 5625 | Enrichment Facilitators (# of staff X total hours X hourly rate, including | \$4,000 | \$4, |
| 5825 | prep and training time) | \$0 | \$20, |
| 5825 | STEM Instructors (# of staff X total hours X hourly rate, including prep and training time) | \$0 | \$4, |
| 5825 | Contracted OUSD Summer Teachers: Achievement Director (Manages Academic Instructor team) | \$2,000 | |
| 5825 | Subcontractors (please list each specific subcontracting agency) | \$0 | |
| 5825 | Professional Development | \$0 | |
| 5825 | Employee benefits | \$0 | \$11. |
| | Other Staff (Kitchen, Nurse, Operations Manager, Family Manager, | | |
| 5825 | Camp Directors, etc.) | \$0 | \$12, |
| 5825 5825 | | | |
| 3023 | Total services | \$6,000 | \$84, |
| -KIND DIRECT SE | | \$0,000 | |
| | | | |
| | | | |
| | | | |
| | | | |
| | Total value of in kind direct convices | | |
| | Total value of in-kind direct services | | A REAL PROPERTY AND A REAL |
| JBTOTALS | Subtotals DIRECT SERVICE | \$10,920 | \$85, |

2012-2013 Elementary/Middle School After School Program Budget

| Total budgeted per column | \$10,920 |
|---|-----------------|
| BALANCE remaining to allocate | \$0 |
| | |
| | |
| equired Signatures for Budget Approval: | |
| equired Signatures for Budget Approval: Lead Agency: Jacqueline Sochoo T | Date: 3/22/2017 |

1) Lead agencies will be required to submit a summer-end expenditure report on these budget expenditures.

2) These contracted summer funds are based on anticipated summer program average daily attendance. Sites that fall short of 85% of the summer attendance target in the first week will be required to submit an aggressive student recruitment and retention plan for the remainder of the summer and reallocate budget funds appropriately to reflect actual attendance numbers.

1. S.



| | | | - | |
|---|---|--|--|---|
| | OUSD Summe | OUSD Summer 2017 Lead Agency Summer Program Plan | er Program Plan | |
| | Summer | Summer Hub: Greenleaf/Camp Phoenix | lix . | |
| SECTION 1: Summer Program Supported | | (Submit to OUSD Expanded Learning Office by March 24) | by March 24) | |
| | In Sudpanot | | | |
| Camp Phoenix | Summer Hub Site & Program Model ex:(A+B): | Target Summer Average Daily Attendance (ADA) Number: | Grades Served: | Program Dates: (note any program |
| | Greenleaf 6 hour stand alone | 40 | 0 | July 26-August 15 |
| SECTION 2: Lead Agency Assurances | ssurances | | | |
| Please review and initial each item and sign below. | h item and sign below. | | | |
| js I understand that my pro below 85% of this attendance to retention plan to the OUSD Exp | ogram's goal is to achieve at I arget by the end of the 1 st wee banded Learning Office, detail | JS I understand that my program's goal is to achieve at least 85% of the above attendance target this summer. I understand that if my summer site falls below 85% of this attendance target by the end of the 1 st week of the summer program, I will be required to submit an aggressive student recruitment and retention plan to the OUSD Expanded Learning Office, detailing my program's efforts to raise attendance or methods for the student recruitment and | arget this summer. I und equired to submit an agg | erstand that if my summer site falls ressive student recruitment and |
| 0 | | | and the minimers for the | remainder of the summer. |
| I understand that my agency's co appropriately to ensure that we reach this week of program, I will submit a revised s appropriately to reflect actual attendance | ency's contracted summer fur reach this attendance target. I revised summer budget plan tendance numbers, and to su | Jought Conduction of the model of the model of the second on the above average daily attendance target number. My program will appropriately to ensure that we reach this attendance target. I understand that if my program falls short of 85% of this attendance target by the end week of program, I will submit a revised summer budget plan to the OUSD Expanded Learning Office detailing how I will reallocate contracted funds appropriately to reflect actual attendance numbers, and to support my student recruitment and retention plan for the remaindor of the contracted funds. | daily attendance target r s short of 85% of this atte fiftce detailing how I will re | Journel I understand that my agency's contracted summer funds are based on the above average daily attendance target number. My program will over-enroll appropriately to ensure that we reach this attendance target. I understand that if my program falls short of 85% of this attendance target by the end of the first week of program, I will submit a revised summer budget plan to the OUSD Expanded Learning Office detailing how I will reallocate contracted funds appropriately to reflect actual attendance numbers, and to support my student recruitment and retention plan for the remainder of the contracted funds. |
| is lunderstand that I am roomined to | in the second | | | iner of the summer. |
| rooss check signatures on my di reports my summer attendance (summer program. | equired to input my actual atter ally sign in/out sheets with nu data. I understand that the O | consistent and required to input my actual attendance numbers into the Cityspan attendance system <i>daily</i> during the summer program. I will cross check signatures on my daily sign in/out sheets with numbers inputted into Cityspan to ensure that the numbers match up and that Cityspan accurately reports my summer attendance data. I understand that the OUSD Expanded Learning Office will carefully review my daily attendance numbers over the summer program. | ttendance system <i>daily</i> or the that the numbers mat carefully review my daily | during the summer program. I will ch up and that Cityspan accurately attendance numbers over the |
| jS lunderstand that I am required to the OUSD summer internal audit log) to th 30 th by the first week of July, and I will sut during the course of my summer program | quired to submit electronic co t log) to the OUSD Expanded d I will submit the rest of my a r program, as requested. for O | JS I understand that I am required to submit electronic copies of my summer attendance records (including copies of daily student sign in/out sheets and the OUSD summer internal audit log) to the OUSD Expanded Learning Office twice during summer programming. I will submit my attendance through June during the course of my summer program. I will submit attendance through June during the course of my summer program. I will submit attendance that data during the course of my summer program. | rds (including copies of d r programming. I will sub t day of my program. I w | aily student sign in/out sheets and mit my attendance through June ill also submit attendance data |
| jS Lunderstand that OLISO's | | | valuorina Department of E | cducation. |
| compliance requirements as outlined by the second finance requirements as outlined by the second figuration and requested, for school district reporting and | s 2.1% Century rederal grant tu lined by the OUSD Expanded partment of Education, and wil | compliance requirements as outlined by the OUSD Expanded Learning Office. I will maintain my summer program records for 5 years for auditing purposes, as required by the OUSD Expanded Learning Office. I will maintain my summer program records for 5 years for auditing purposes, required to school district reporting and auditing purposes. | I understand that I am summer program records or fiscal records to the O | required to follow all grant for 5 years for auditing purposes, USD Expanded Learning Office, as |
| | orming and auditud purposes. | | | |

JS I understand that if I am running an A+B summer program model, these are requirements regarding my program hours of operation: Morning summer school will operate from approximately 8:15am – 12:15pm daily. My afternoon summer program will operate from approximately 12:15pm – 3:15pm daily. All students must be off-site by 3:30pm and staff must be off site by 3:40pm as the building will be promptly locked at 4pm daily.

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| js If I am a stand-alone 6 hour program, I understand that OUSD will only cover custodial costs for four to six weeks of my summer program until 3:30 pm. My agency will be responsible for covering any extra custodial costs if my program runs beyond four to six weeks, and beyond the hours of 3:30 pm daily. js I understand OUSD Summer Programs are intended to be free programs. If program fees are charged, a sliding scale must be offered and students qualified for program participation cannot be turned away due to inability to pay. Name and Signature of Summer Lead Agency Director: |
|---|
| |
| SECTION 3: Summer Calendar and Daily Schedule |
| a) Please turn in a copy of your summer calendar showing all program days of operation, field trips, and any other notable special events and activities (ie. your summer end family celebration) by May 19th. |
| b) Please turn in a copy of your daily schedule detailing the entire 6 hour program (Note: sites that are using the A+B model must include the morning academic program in the daily schedule you submit) by May 19th. |
| Please note that all programs under the A+B model will be expected to provide daily hands-on academics (ie. STEM), enrichment, physical activity, community building activities, and daily afternoon snack (provided by OUSD), between the hours of 12:15 – 3:15. |
| Please include staff prep and meeting times, and clean up/debrief times on your daily schedule. |
| SECTION 5: Summer Program Recruitment and Retention Strategies and Timeline Briefly describe your anticipated summer program student recruitment and retention activities and timeline. |
| a) All summer hubs will be required to offer a parent orientation before program begins. Collaborate with your principal to identify a date. |
| The date of my parent orientation is: July 14 and 15 |
| SECTION 6: Summer Line Staff Information (if known at this time) To promote continuity between OUSD after school and summer programs, and to provide year-round work opportunities for talented youth development |

professionals in Oakland, we are particularly interested in seeing current, highly qualified Oakland after school workers become the summer program staff at our OUSD Summer Hubs. Please list the name(s) of line staff whom you intend to hire as part of your summer program staff. (Add additional rows as needed.) Please note that the summer program must have a maximum 1:20 adult to student ratio.

Summer staff must meet the minimum staff qualifications according to the 21st Century grant requirements:

- Must pass fingerprint background clearance by DOJ and FBI
- Must have TB clearance
- Must have at least 2 years of college (48 semester units), or pass the Instructional Aide exam administered by the Alameda County Office of Ed

You will be sent a contact survey to send us information on line staff later in the year. Please fill out the table below with information on your site coordinator only.

Important Note: Summer program staff in A+B programs will be expected to attend 15 – 18 hours of OUSD summer line staff trainings. The Summer Site Coordinator and summer program staff should be hired no later than May 1.

| Site Coordinator Name | Email | Current After School Site where he/she works | # of yrs in working in OUSD after school [programs | # of yrs working in OUSD summe programs | List any OUSD after school learning communities this staff member has participated in |
|-----------------------|---------------|--|--|--|---|
| Nicholas Hren | nhren@scu.edu | n/a | 4 | 4 | Futures |

Signature of Summer Lead Agency Director: ____ Signature of Summer Lead Agency Director: ______ Signature of Hub Site Principal: ______ Rowy Lyy d.

| Date | July 26, | Wed | July 27, The | urs | July 28, Fri (Rafiki, Celle | ry, Queen B) | July 29, Sat (| Celery, Zoom, Maya Rol | les-Wong) | July 30, Sun (Cele | ry) | July 31, Mon (Maya from | Greenleaf | August 1, Tues | |
|--|---|--|---|--|--|--|---|--|--|---|--|--|--|--|--|
| ley Events | Welcome Ceremony | | Swim Test/GBI | _ | Swim Test/GBI | 1 | Campers Ch | olce, newspaper | | swimming | " | Campers choice, top chef |] | Field trip: Ano Nuevo Beach | |
| ally Theme | My Community (my cabin, my camp, my school, my city, my environment, my world) is better when we work together and support each other in our own diverse ways. | Phoenix Nesting | Do I think of others when I make choices, and not just mysel? I cooperate and care for others, trying to understand their point of view. | Staff Lead & off- time, Staff Meetings | Do I think of others when I make choices, and not just myself? I cooperate and care for others, trying to understand their point of view. | Staff Lead & off- time, Staff Meetings | | | Staff on & off- time, Staff Meetings | Do I use my words, writing and action to stick up for what I believe in? To I stand up for justice on behalf of myself and others? | Staff Lead & off-time, Staff Meetings | Am I appreciative and thankful for the people and things in my life? Do I express to others that I am grateful for them? Do I have an attitude of gratitude? | Staff Lead & off-time, Staff Meetings | My Community (my cabin, my camp, my school, my city, my environment, my world) is better when we work together and support each other in our own diverse ways. | Staff Lead off-time, S Meeting |
| locab | Community | | Cooperative | - | Empathy | | Ger | nerosity | | Advocacy | | Gratitude | - | Review words | |
| :00 AM :30 AM | | | 7:30-8:00: All Staff Meeting: | - | 7:30-8: All Staff Meeting: | | Girts | Boys Meeting Counselors A | | 7:30-8: All Staff Meeting | | 7:30-8: All Staff Meeting | | | |
| | | | Counselors A 8:10-8:35: Morning Circle | | Counselors B 8:10-8:35: Morning Circle (Cabin | | | Circle (Cabin 1267 & Girl | Contraction of the last | Counselors B 8:10-8:35: Morning Circle (Cabin | | Counselor A 8:10-8:35: Morning Circle (Cabin | In the part of the | | - |
| 00 AM | | | (Cabin 1267 & Girl Flock at Grove; Cabin 489 & Boy Flock Ampitheater) | 8-10: Counselor A Break (first give | 1267 & Girl Flock at Grove; Cabin 489 & Boy Flock Ampitheater) | 8-10:Counselor A | Flock at Grove: C | abin 489 & Boy Flock pitheater) | 6-10:Counselor A Break (first give announcements | 1267 at Ampitheater, Cabin 489 Nest) | 8-10:Counselor | 1267 at Ampitheater, Cabin 489 Nest) | 8-10 Counselor A Break (first give | 8:20-8:50: All Staff Meeting Counselor B Campers: Sleep in time | 8-10:Counse |
| 00 AM | Break | fast | 8:45-9:45: Breakfast, 8th grade breakfast | announcements to Counselor B before goign on break) | 8:45-9:45: Breakfast, 8th grade breakfast | Break | | ast, 8th grade breakfast felpers: Cabin 9 | to Counselor B before goign on break) | 8:45-9:45: Breakfast Meal Helpers: Cabin 1 | A Break | 8:45-9:45: Breakfast Meal Helpers: Cabin 8 | to Counselor B before goign on break) | 9-9:30: Morning Circle Cabin 2689 at Ampitheater, Cabin 147 | A Break |
| 30 AM | Final Camp Huddle | & Preparations | | | | | | | | | | | | Nest) 9:35-10:35: Breakfast | |
| 0:00 AM 0:30 AM | (Phoenix | Field) Project Huddle | - | | | Turk a long | | | | | | | | Meal Helpers: Cabin 2 | |
| 1:00 AM | Phoenix Migrating: Depart for camper pick- up | 11:15-12: Lunch for Phoenix Nesting | 10-11:15: Instruction Part I | -All BFF Counselors report to Phoenix Field -Flock Leader counselor time (break 12-2pm) - Sup Team Huddle @ | 10-11:15: Instruction Part I | -All BFF Counselors report to Phoenix Field -Flock Leader counselor time (break 12-2pm) | 10-11:15: 1 | nstruction Part I | -All BFF Counselors report to Phoenix Field -Flock Leader counselor time (break 12-2pm) - Sup Team | 10-11:15: Instruction Part I | -All BFF Counselors report to Phoenix Field -Flock Leader counselor time (break 12-2pm) | 10-11:15: Instruction Part I | -All BFF Counselors report to Phoenix Field -Flock Leader counselor time (break 12-2pm) | 10:40-12: Achievement Check + Field trip prep Program team: plan for early finishers | -All BFF Counselors rep to Phoenix Fi -Flock Leade counselor tim (break 12-2p |
| 1:30 AM 2:00 PM 2:30 PM | Phoenix Migrating | | 11:30-12:45: Instruction Part II | 11:45am | 11:30-12:45: Instruction Part II | | 11:30-12:45: | Instruction Part II | Huddle @ 11: 45am | 11:30-12:45: Instruction Part II | (mean in shari) | 11:30-12:45: Instruction Part II | (oreas (2-2pm)) | Flex time 12:30pm Depart on Bus and | Load bus wit |
| :00 PM :30 PM | 12:30-2:15 Arrive at CCPA, setup, support camper registration | | 1-2: Lunch (Cabins 1 & 2 clean duty) | | 1-2: Lunch (Cabins 7 & 8 dean duty) | 2:30-3:45: | 1-2 (Cabin 2, 4 | : Lunch I clean up duty) | - 2:30-3:45: | 1-2: Lunch (Cabin 6, 7 clean up duty) | | 1-2: Lunch Clean duty: Cabins 1&2 | 2:30-3:45: | Van | sack lunche |
| :00 PM :30 PM | | Camper arrival prep and work time | 2:15-3pm Workshop | 2:30-3:45: Counselor A Break | | Counselor A | | | Counselor A | | 2:30-3:45: Counselor A | | Counselor A | BUS: 1 bus from Michaels | See "Ano Nue |
| 9:00 PM | Travel back to OVY | | 2 00-2 50 Flock Leader Program 2 15 3 30. First Sesta/campers choose Character goal word and MAKE FEATHER BOARDS/Phoens walks. BF assessment in Amptheater | 2-2:45: BF Meeting | 2:00-2:50 Flock Leader Program 2:15-3:30: Siesta/Phoenix walks, Swimsuits: 3478 | Break 2:00-2:45: BF Meeting | 2:00-2:50 Ho 2:15-3:30: Si Gitts Prep for Camp Out Launi | ok Leader Program osta/Phoenix walks I, Boys Prep forTIPISleepover. Jery: 1, 2, 3 | Break 2-2:45: BF Meeting | 2:00-2:50 Flock Leader Program 2:15-3:30: Siesta/Phoenix walks | Break | 1:50-2:40 Flock Leader Program 2:15-3:30: Siesta/Phoenix walks Laundry: 4, 5, 6 | Break 2-2:45: BF Meeting | BUS: 1 bus from Michaels 1 van from Half Moon Bay Enterprise PROBABLY need to drive one personal vehicle (or rental) (30 min ride to Ano Nuevo) 1:15-1:45iah-Lunch | Field Trip Logistical Pta Phoenix Migrators: wil attend field trip |
| :30 PM | | | 3-4pm Free time Siesta 4pm snack | 3:45-4:30 (BF + | 3:30-3:45: Snack | All follow cabin | | | | 3:30-3:45: Snack | 3:45-4:30:All | | | 1:15-1:45ish-Lunch 2-4:15pm Beach Choice activities (Hike to sea lions, field games, kite | snacks, first a kit, emergency |
| :00 PM | 4-4:30: Camper Welcor Warnings, Staff intro, | me, Camp Rules & , Counselor Skits | | BFFs A) Work Time | 3:45-5:30 Cabins 3478 Swim Test, crafts for non swimmers All other cabins: Flag | either support swim or Program (if still need to all | | :45 Snack Choice (Newspaper, x, y, | All follow cabin unless running | 3:45-5:30 Swimming (all campers shower), crafts if don't want to swim | Counselor Meeting | 3:30-3:45: Snack 3:45-5:30 Campers Choice | All follow cabin unless running | (Hike to sea lions, field games, kite tying/making, sand castles, etc.) 4:30 Bus arrives to pick up 5:15ish: Arrive back at OVY | Phoenix Neste will support grounds |
| :30 PM | 4:30-5pm: Ca | abin Time | | Counselor B Camper Phone Call (if done early, support activities) | Making, GBI Stations @ Phoenix Field HC on Swim duty | families, make calls, then return to program) | | z) | a choice activity | HC on Swim duty after Counselor Meeting | Counselor supports swimming | | a choice activity | | |
| 5:30 PM | | | | support decinical | | | 5:30-6: Hike to Tipls and put stuff there. | 5:30-6: Hike to Fem | | | | | | 5:15-6:40: Siesta/Phoenix walks | |
| :00 PM | 5-6:30pm: Move in, cabin | name, skit and chant | prog time | 5:30-7: Counselor B Break | 5:45-6:45: Dinner | 5:30-7: Counselor B Break | Make dinner | Gulch | | 5:45-6:45: Dinner Clean duty: Cabins 8 & 9 | 5:30-7: Counselor B | 5:45-6:45: Dinner Clean duty: Cabins 4&6 | 5:30-7: Counselor B | 6-6:45: Flock Leader Program Cabins 1, 2, 3 bring down laundry | 6-9 |
| :30 PM | 6:30-7:30: Dinner + Meal | Index Vitchen Staff | | | (Cabins 9 & 1 cleaning duty) | | 6:15-7:15: Pizza Dinner | 6:15-7:30: Dinner | 5:30-8:30 Counselor B Break | oliun day, oliun o'a o | Break | | Break | | Phoenix Migrators Bre |
| :00 PM | 6.30-7.30. Dinner + Mean Intro | | 6:30-7:30 dinner | 7-7:40: Flock Leader Counselor Break | 7-7:40: Reading and Reflection | 7-7:40: Flock Leader Counselor Break | Dinner | | Flock counselors take 30 min break | 7:7:40: Reading and Reflection | 7-7:40: Flock Leader Counselor Break | 7-7:40: Reflection and Reading | 7-7:40: Flock Leader | 6:45-7:45 Dinner Clean duty: 7&8 | All Phoenix Nesters must be supportin dinner and nig |
| :30 PM | | | 7 40-8 30 Maze Challenge (in SEL | | 7:40-8:15 Tower Challenge (SEL | | 7:30-8:30: Tie | | 30 min break | 7.45- 8.30: Community Defenders (in | влеак | | Counselor Break | the first of the sectors | program |
| 00 PM | 7:45-8:30: Opening Cerem Program Tea | nony (First Campfire), am Intro | curriculum) 8:30:8:45: Mindfulness choice Activity (yoga, quiet music time, letter writing, silent woods time). AWARD: Swim test • Swimming for 2 cabins (shower) | 7:40-9:30: Counselor B Break | surrough the second sec | 7:40-9:30: Counselor B Break | Dye/Free Choice time (array of options) | 7:30-9:Campfire /Night hike & S'Mores | | 7:45-8:30: Community Defenders (n SEL curric) 8:30-8:40:Mindfulness choice Activity (yoga, quiet music time, letter writing, silent woods time) | 7:40-9:30: | 7:40-9: Dining Hall Dance and Banana Boats | | 7:45-9:30 Night Swimming (crafts for kids not swimming) EXTRA TIME FOR FLOCK | |
| 30 PM 00 PM | 8:30: Get ready for Bed, C Bag, Strict Rules, Ge | Cabin Jobs, Amnesty ender Specifics | Cabins go in MEAL TIME PAIRS in order directed by | | 8:45: Get ready for Bed | Break | Flex Time/Dance Get Ready for Bed | 9:15-10: Cabin Chat | | 8:45: Get ready for Bed | Counselor B Break | | 8-9:30: Counselor B Break | LEADERS and cabins who deserve field trip reward HC on swim duty | |
| 30 PM | 9:30: Phoeni | x Chats | 9:30: Phoenix Chats | | 9:30: Phoenix Chats | | Cabin Chat | Get Ready for Bed | 1 | 9:30: Phoenix Chats | | 9-9:30: get ready for bed 9:30: Phoenix Chats | 0000000000 | 9:30: Get ready for Bed | |
| 0:00 PM | 10: Lights | Out | 10: Lights Out | | 10: Lights Out | | Lights Out | Lights Out | - | 10: Lights Out | | 10: Lights Out | | 10: Phoenix Chats | |
| 0:30 PM 1:00 PM 1:30 PM | All Counselor | rs Sleep | All Counselors Sleep | | Counselors A Staff Activity (Tie dye) | Counselor B in Cabins | 1000000 | selors Sleep | | All Counselors Staff Activity (tye- dye), Angel Duty: TL and Decaf | | All Counselors Staff Activity (swimming) Angel Duty: Koela & Marbles | 1 | 10:30: Lights Out All Counselors Sleep | |
| 2:00 AM Lider | Zen | | Zen | | Echo | Chest of the second | | Decaf | - | Koala | | Lavender | | Marbles | |
| ay off | A = Mars, Seashell, Epiphi B = Fairy Lantern, Canary, | any, Evo, Gramps, Big Koi, Vampire, Prime |) Wave, Catorpillar Time, Jelly Bean, Slice | | Rainier, Canary, Moxy, Seashell, Slice, Evo, BroBear | | | Shark Bait, Caterpillar | | Lavender, Radish, Koi, Chipmunk, Prime Time, Big Wave | | Shore Break, Jelly Bean, Epiphany, Sweet Potata, Zen (2: 15-Wed PM), TL | | Mars, Vampire, Noodle Brain Feeders | |
| her Info | | | LINE OF ALL AVES | | | | | | | | | | | Laundry 1,2,3 | |
| A samp Ops sinctor needs to modify samp ounselor or C needs to nodify samp Kitchen amp Kitchen any Attention to these rograms | | | | | | | | | | | | | | Laundry 1,2,3 | |

| | Reminder: Self reviews due to your manager tomorrow Fireñy sleep in Savega Queens; Chipmunk sleep in Girl Flock Laundry; Pool | | sneeuD egevez ni geels yîtarî î | To collect night | F ,0,7 enideD :YobnueJ | A REAL PROPERTY AND ADDRESS | | | | | | | | | |
|---|---|--|--|---|--|--|---|---|--|---|---|--|--|---|---|
| | Firefy steep in Savege Queens; Firefy steep in Savege Queens; | | sugents efferes in deals knaur | | | | | | - | | | | all and the last | | Apune |
| | | Construction of the | Distribute staff self-review form Paylay (TL to distribute paper checks) | | Echo NOD Dory on duly 3:30-9:15 | | | | | | | | | YeG neetneD | officer linito |
| | | | athird? & neS | | | | Tiger Lity & Lavender | | | | | | | Marbies, Koata, Echo | Kang jebu |
| | Lavender, Sequoia, Mars, Sweet Potata, Prime Time, Savage Curens, Tiger Liy Firefly sub for Savage Curens, out Spm-9pm | | , Brine Time, Tenn, Prime Time, Decal, Echo (10am-7pm), Prime, Lune, Jety Bean, Shore Marker at Prime Alberta A Bronda Alberta An PM | | Rainier, Decal, Radiah, Sunset, Vampler, Big Wave, Kprodie Prime Time (11:30-5:00) Merbies leaves in PM | | Kol, Chipmunk, Caterpiller, Gremps, Sherk Bail, Noodle | | Bonteno?, yxo | M, matnal (Yile T | | Ynerdig (94, 546) | | Canary, Moonchild, Shifta, Broßear, Sunes | the year |
| | Echo | | Counselor | 1 | Lavender | a second a second second | odb3 | | 59 | kheM | | Koala | | uaz | El Lider |
| | | 112 38 10 1 | | | | | | - | Contraction of the last | | | | | | MA 00:51 |
| | qool2 flat2 IA | | yawaba mata na | | qeel2 Tat2 IA | | Alianda Miriz Iaa | Ang conuerous ou grup | doorg | I Mais IA | | deeks Bark IA | | Alimida merz ina | 11:30 bW |
| | 10: Lights Out | | 10 M491.01 | | 10. Phoenix chats 10:30 lights out | | tuo strigil mg0E.01 aterts xineorif .01 | | Ino stubil | tuo strigiu | | to: Phoenix chats 10:30pm lights out | | 10 514617 01 | Wid 00:01 |
| | 9:30: Phoenix Chats | - Hurris and and and | 8:30: Stroeux Cirata | - | 9:30: Get ready for bed | | 3:30: Get teady for ped | - | Get Ready for Bed | Get Ready for Bed | | 9:30: Ciel ready for bed | | 8:30: Phoenix Chata | 8:30 bW |
| 7.40-9:30: Gourselor B Break | 7.40-6.45. Phoenix Origani Campfire (realience) 9: Get ready for Bed | 7.40-9.30 Xear8 8 relearteo | 9. Get ready for Bed man end of the k to the ready forget quet manual thread thread thread worked thread manual thread of the second strend manual thread of the second strend of the second strend of the second second strend of the second second second second strend second | 00.01-00.8 xinsorf9 xisend anotargM | cabins (shower) HC Sup on Swim Duty All ofter campers: "7:40-81:5 Solo Hise (or nature hite) 352. Cumo Cumo 1338 (shift) Mindulays 8:15-8:30. Mindulays choice Activity" | Break Counselor B Ado-9:30: | Cabins (showsr) HC on Swim Duty All other campers TXACs 15 Solo Hile (or nature twice) SEL Curric 8:15-8:30: Mindlikiness choice Activity" | | 7:30.9:30 Campline Night hike & S'Mores/Cats Flock/Cabin Chat | Chat 8:30-9:30 Campfre Games and Swimming | Break Brosecs Counselor B Cloan Cabin BR | Value on Set (execute) must have a been set of the Value on Set of the compare XXX stranges with AN Set of the Set of | manta B meanura October Manada B dean Sill mean Sill mean | 8:30-9:30: Campfire and Lantern Ceremony (on Phoenix Field) | Wd 00:6 Wd 00:8 |
| Break | notheded brie gribeed 04.7.7 | Leader Courselor Break | nother the gridsen 0+ 1-1 | | 6 vd grimme2 :09AMA 00.8-04.1 | | A tot grimmine 2.103AWA 00:9-04.1 | 1 | | 7:30-8:30: Tie Dye. | 8 releasing :05:9-9:7 | notbelled bits pribated 10k/T-T beambard and entries of premiete OMMA 6-04.1 | | | 7:30 P.W |
| 7-7:40 Flock | aromeW sineord? & bnomeiC | #20[4] :0#: [-1 | | | Clean duty: Cabins 9&1 | Countries Strate | | 5.30-8:30: Counselor B Break | S rennid .2r.7-2r.8 Ham Gulch | essift Str.7-81-8 | | and and the order of ALTY | | notceflaß bis gribsaß :04:7-7 | W4 00:2 |
| Counselor B | Clean duty: Rough Rugged 5:45-6:45: Dinner | 5:30-7: Counselor B Break | 5:45-6:42 Dimet | Kep sid | -April mgT-8 | 5.30-7 Counselor B Break Break | 5.45-6.45 Dinner Glean duty: Cabine 786 | | meit at early :8-00.8 Aph0 | sannib exteM (8-05:8 | Safe Connels Breek Alexandra Counsely Alexandra | 5 45-6 45. Dinnet 5 45-6 45. Dinnet | Annual Branco 7:008 Annual Stat Counsely Brank Annual Brank | (axioite finge brave) tennig: 24-8-24-2 244 metric (award april above) | e:00 bW |
| | 3.30-3.45 Snack 3.45-5.30: Swimming & Choice Activities (reverse of 6.9 cabin assisgnments) | | 2303.05 работ (1994). 2.85-620 (ракования (1994). 2.85-620 (ракования (1994). 2.95-920 (ракова). 2.95-920 (ракова). 2.95-920 (ракова). 2.95-920 (ракова). 2.95-920 (ракова). 2.95-920 (ракова). | on break Source Counselors Togon on | t ha9 noticuteril 21:9-6 S ha9 noticuteril 23:8-00:3 | | 3:30-3:45 Grank 3:45-5:30 Cross the Bins, Roley Race, Color Celebration and Water balloons | Counselor B Camper Phone Call (Ask about Family Day, if done early, support activities) | Yean mixed no 2H | 0uiuuuns ioc 5-51-2 51-2-02-2 | | 3 n/W of stain/M (96:8-24,6 share? 24:6-06.6 J ob arignets: ter/W (shicked enclase? Email a no know J ob work fetuidning) | 3.45.4.30 (BF + TAs) Work Time (or Counselor Meeting) | Building OC 5-59-6 X08US 59-6-06-6 | Wd 00:5 Wd 00:9 Wd 00:9 Wd 00:0 Wd 00:0 |
| | mergor 9 teader Produktion 1962-02.1 246w xineorf feateel 2:02:5-21:5 | Eupeewi 5-5-46 BF Team | margory telesul stock Leader Program 2.15-2.15 Oct-2.15 | No counselors break Phoenix | mergor9 tabea1 kool3 00:5-04 t | Counterior A Break | mangori Fader Program 2.15.2.40 Flock Leader Program 2.15.3.30: Siester Procession | 2-2-45 BF Meeting 2-2-45 BF Meeting | Boys Prep for Pizza | 2 15-22-23 Flock Li Dup Orie Camp Out Part 2 15-3.30. Slesta | S-S-12 DL WHEND | mergor9 tebeaJ soof1 05-2-02-1 zvitew sineor9/atteil2 05:5-21-2 | reals Insurantical CC E-21 S 203 Issuit | mergerit hebeal, kool (05.5.02.1 2.15-3.30: SiesterProent waits | 3:00 bW 5:30 bW |
| Counselor A | 1-2: Lunch Clean duty: Savage Squad & Li Cheety Wardon | 2:30-3:45: S:30-3:45: | 1-2: Lunch Clean duty: Cabins 254 | 140-3:00 | eview xineor(Tatesi2.00.6-04.1 | 530-348 | 1-2: Lunch Clean duty: Cabin 45.6 | A toleanuo 2.24 E-0E.5 Xsard | Cabintaz | Clean duy: | A toleanuc) 246-065 | 1-2: Lunch Chean duty: Cabin 6&7 | Aland A seenal 245-25 2-2.45 Counselor A Brauk | 1-2: Lunch Clean dury: 961 | 5:00 bW 1:20 bW 1:00 bW |
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| of hoger eitits- bleit sineorit version fulfi | 1.16-11-01 | Connect to Proving Party 245-100 Post Andre Press | Meat helpen: Cabin 8 10:40-11:40: Achievement Check | tine frage to the form of the | y ean rentatine mont tartier new t earing anti- the events vehicle drive staff fright fright trip fright fright trip | of hogen #318- biel spread and | The9 notiontant 21:11-01 | 2 45-1 30 Flock Counsilor Field Press | I had notion | ntani :21:11-01 | blert samort at zoger #710- For example | The9 notionstant St: 11-01 | 441 A stand of the region of t | The9 noticenter1:81:11-01 | MA 00:01 MA 00:01 MA 00:11 |
| perove Boidu o | 8:45-9:45: Breaktast Meal helpers: Lit Cheets Warriot | Yeaug | 9:00-9:30: Moming Circle Cabin 2669 at Veat, Cabin 147 & Flock Ampiheater) 9:35-10:35: Breakfast | Migrators | eud breod bre techteord aleestol mont zuß 1 :2.08 | AsanB | 7 nideO 3troger (ref) 7 nideO 3troger (ref) | Boldu ou preak) Connerior B before announcements (o | teetieest 8 nide:: 2 | negleri tasM 1.25.9.45.8 | | 8.45-0.45: Breaktast Anide Distriction (| to Counselse B ballove goign on breek) | 8:45-9:45: Breakfast Meal helpers: Cabin 7 | MA 00:9 MA 00:9 |
| to Counselor E | Vubitivester) 2669 at Nest, Cabin 147 & Flock | A toleenuoD.01-8 | 8:20-8:50: All Staff Meeting Counselor B Compete: Sleep in time | | 5:40: Field trip prep, pick up quick Amplificatien 5:40: Field trip prep, pick up quick | A toleenuo 3:01-8 | at Grove, Cabin 147 & Flock Ampliheater) | A voleanue0:01-8 evig teil) isee18 | (19169/Eligned | Cabin 147 & Floc | xeet8 A toleanuo2.01-8 | Grove, Cabin 147 & Flock Amptheater) | Apont A viseruo 2.01-9 amemoruoma svig Init) | Nest, Cabin 147 & Flock Ampitheater) | MA 00:8 MA 00:8 |
| | 7:30-8:35: Morning Circle Cabin 8:10-8:35: Morning Circle Cabin | Berther Harris | CONTRACTOR NOT A DECISION OF | | 7:30-8:35: Moming Circle Cabin 8:10-8:35: Moming Circle Cabin | | 7:30-8 All Staff Meeting Counselor B 8:10-8:35: Moming Circle Cebin 2659 | | | 12:10-8:35: Moming Circle | | 8:10-8:32 Wowing Circle Cebin 2669 M | | 8:10-8:35: Moming Circle Cabin 2689 at | |
| • | | | | | | | u., | | *HiD | ayoB | | Review of established here & OCT | | 7:30-8: Staff Meeting Counselot A | MA 02:7 |
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| | Phoenix Resiliency Campfire/Campers choice: Exploratiorium, Grocery Outlet visit to top chet group | | Campers Choice: exploratorium, newspaper | | Field trip: 9-1:30pm Group1: VV farm, Group2: TomKat Ranch farm, Group2: TomKat Ranch farm, Group2: TomKat Ranch | | campers choice | | miw&lgnimm | angor4 tebneD | | enoitet? Il nIW of etuniM | | SwimmingLantern Ceremony | Key Events |
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| Carper Wetshap? me capada etc. | 4 | and the second se | 1 + 6 La - | | - The Past | | | | | | Fancy Dinner, Community Class un | | | | |
| | | NAME OF TAXABLE PROVIDED AND ADDRESS | Instal | Campers Choice TOP CHU | | | Internal Card | | Camp Cambred (steep in day) | | Connig Connery | | Campers return to Oaktand Staff support | | |
| structure are not present for the function for structure that i can reary on the mean inty determinant. Do 1 have an enterdoore goal for my Alame? Activening in accelerate at montanet in francing a accessful Marke and Roomaking. | Newson Burf Land & of Land Area I New Manadore | What are the posts I want to act for myoal nex year? I wow what I want to improve about myoal to be the leader I want to be feat year. | East Load & of Stree. East Meetings | And I constantly living to improve 2 Anyone can be made | 1 | The last of the la | Die Linger have to field challenges in hort of my and it know what i want to increase about my and to be the teacher i wand to be in the future. Am I constantly trying to impound? bypone can be ensued from when we | Staff Last & offens, Staff Baselogs | Who will become and how will get Bawy? I score who I want to be in the fullers. I know the next series in the property an well as the community I can count on that will hap nex much my peak. | Barf Last & efficience, Barf Manifergia | And Fermi is Mixing, and Mix-with learning and proving Learning neuron mix-we do it all the second second species of the words, a school, much of second | | De l'Area de activitions par lar eny denne". Activities es activitions par la septembra de larray a | | |
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| 7.30.4. All Staff Meeting Counseline B. | | 7 35-R M Staf Moding Counsist A | with A | 7.30-8. Staf Monitog Courseiler B. | ing Counsels B | | N 4137S | | | | 7.30-6. Staff Meeting Counselor A/7.15-7.30 | | white primow to proteom that of | | |
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| the set into one of the | diversity from the | | | 1 201-12-45 Instruction Part 1 1 and restruction (north-bat 1) | Practices Press 1 | | 5.13.35 Breakfast Most Hotpers Senage Queen | -Biffs report to Process Field | Mad holper Day Gids | | | All BFF Connectors report to Brain | 10 Bus Departs to Celland | | |
| | Provide Concession of the second | ramly day to thow prejectateameng during taking | APT A PARTY OF A PARTY | grapses to Family | (most live) bury burners along | | 10 45-11 45 hemation Part I (ELA assessments, Math. boths surjects) | -Flock Counselow Innum Part | 10401140 Antenned Check | and some of a local state | 15-11 15 Instruction Part (Testing) | Inclusion in some of the state | Cancers relate to Oakland Staff second | | |
| 11.30-12 45 Instruction Part 8 | All No. 12 Figure Amon | 11.35-12-45 Instruction Parts (presser for Family day Is show prejectatemeng during takent show) | | 12. April Family Day Lands with | Carpers without fairding set surch together with occuration | | 11 55-12-55 heaved on Part 8 (51.A assessment, Math both rocket) | 10-15-11 15 Program Team deen On IRC 11:30-12-15 Sur Team door Prod IRI | APC uses to the X (arrow) | | (2012-05 Tantuction Part 8 (Teating) (prior 2 violating from the second | CON 11 Man | | | |
| 1-2: Lunch Gran duty Mapacha A Saraga Oceans | 110.100 Control 1000 | for the Owner part man and have been been | | 1-2 15pm Campers and Families throne activities (heard, ed. discos., | Campers without families | process feater? | 1.2. Loods Geen daty Phoesis Wentry & Mapetre Accuros Carsers Cross | | Clean duty Sanaya Queen & Say Gals | | Chean duty Rough Purged Diamond & | 1303.45 | | | |
| | | Aller for fractions and and | Even | NOCOM, WL.) | | | | 235.345 Counser A | | 2 30-3 45: Counsely A Break | | Courseior A Break | | | |
| 2.15.3.30 SintialPhoton wats 1.50.2.40 Phote Leader Phogram | 2.2.45 Adventment Neeting | 1 | 2.245 Achevened Meding | a conceptor barryow interest when present when they appreciate family with setters? what they've issued and what they appreciate shout their time?? | and and what hay appreciate therefore | | 15.130 Sasta Phoese waka, KY Prop ta Camp Out, KY Prop ta TP/Seepowe. 150.2 40 Pasia Leader Program | 2.2.45 Achievement Meeting | 2 15 333 SeataPhoens withs 1 50-2 43 Plock Leeder Phogram | 2.2.45 Advergenent Meeting | 2 15-3 30 SeetlePhonese waits 1 50 2-40 Phone Lewise Phonese | 2.2.45 Adhesement Meeting | Crean up. Pack up. Cryanite Detailed plan to be abared day of | | second shift be an and the second district |
| | 2454 30 OK + 741 Wee | | Phone call home if | 3 30-4 30pm All families depart | context depert | | | | | | | T | | | |
| 130-3-45 Snack 2:45-5:32 Solvening • Shower HCs on Sain date | Shower Tare or Counter's Marching | A new week over the starter was a series of the | readed, confirm | | | Π | 2.33-3 45 Snack 3.45-5.30 Carreen choice | | 3 20 3 45 Shave 3 45 5 30 Cany Canvel | | 3.30-3.45 Sheek 3.45-5.15. Chear up (Cabling will be assisted areas for clean up and | | 1.1 | | |
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| LALER IS Diver Clean Mry: Bay Cirk & Severa Squar Award Spirt Shok | 1 | 5.45.40.45: Disneer Clears dury: LK Cheels Wommon's & Ruugh Rugged Diamond Pie taxting (taxe some pies for Family day) | | Carpers without families participate in choice activities | 5.30.4 Alger Canger and Family choice time | | drog of that is 1 parts 1 5 30-d Hits In Fern drog of that drog states | 5 33.4 33 Commen B | Extract Strong Strong L LT Cheers Clean Arty: Strong Strong & LT Cheers Warring | a 33 /pm Counselo II (Insue | EXD.41.0: Facey Dimensitizations (contenting and terring A data up Distruction surgert med service A data up | 5.33.4.30pm Counselor D Dreak | | Note that we will | |
| 8.4.5. E.45. Camper Westerion Business, Darbinde anter, Vassery of Asire (B1), camp. The appear (M. Augenstein and B1.4 m Sect in Edge of adde- ingless). | Mude 5 30-9 Counselor B Break stock Pack Counselor Iska one take | | | 7-2.30pm. Campor Taked annie (abain scadamica and other) honor. Junity with interve? what Dary'se instrued and and they appreciate stood that hank? | New extension and other) honce comed and what they appreciate family? | | diment, Plaza Diment 6:15-7.15: Diment Outside | | - | 7-7 40 Fieck Counselor Break | 6.45.7 30 Reading Redieution (Brain Faeder Team student consultations) Camp survey, Map In my Annes, Velna Brog Tastronomia | Flock counteries Break | 5 30pm Coverg Staff Celebration On State Drover + Semmerg + Baach Bordre | Wednesday but all | |
| A MATE THANK YOU LETTERS TO DO | | 7:40-6: Nigre Sevening + Brown for TOP | | firm al fareles depart | fies depart | 1. 10 | 30 8 20 Field Games | | Creduation/Cristination Submining (welt until # | | 7 30.4 Pack bajk | Г | - | Thursday (unises | |
| Connector Munitiva 9:00 Cali Reads for Bad | Т | All other carrows: 740-915 Takent show persise 9-15-8-30 Merchanas choice | | 6, 15-9, 40 Minute in the Redewoods | a the Redeecods | 1. | Algh Hone A Form Chat. FMareal Flock | | Turn with Program team help. Flock teaders have entry time to swins, everyone gets glow | 7 30 9 33 Counselor B Break | B-0.15: Last Campline (annes) | Courseilor II Ibean | <g;< td=""><td>you day of a approval by Carty Directory, Barra to</td><td></td></g;<> | you day of a approval by Carty Directory, Barra to | |
| \$30 Phones Own | | | | | | | Get Ready for Bed Get Ready by Bed | - | 8.30. Phoenta Chata | | B.30. One reacts for Boot & Property Creeks | T | e é | whether had real invited | |
| 10. Lights Out | | the manual the set of feed on former set of a | | it full Card reactly fur teel | why har bed | | Ugra Out Ugra Out | | 10 Lights 0.0 | | 10 Lights Dut | | | fit that clear | |
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| Raiser, Monechell, Seashell, Noodle, Svilla, Dullicar, Adreadia | ę | Rainier, Echo (10an-2011), Sice, Eve. | | Inner | | | Kei, Chipnurk, Genos Bank Bal, Celeptite, Ti, | | Decal, Radiel, Epichery, Big Were, Mighly Arise, Admuttes, Zan (Yam Sprit) | | Fato: Manuala: Shore Break | | Fary Landson, Prene Tane, Zan | | Fary Lartsmi Zen, Beguois, Prins Tare |
| Led Review due to memory. Carlenn Day Decar Goop in Rough Rugged Daymond | in the second se | Rafat eles n Rough Rugged Diamond | | | | | Segura heres | | Frees Tree (7.35,7.35) | | canaar-ger fit of available | | | T | |
| Secura NOO | | | | | | | | | | | And and an advances | - | | | |