



# SUMMER AT STANLEY

---

## SPECIALTY Programs

### Director Welcome

Summer at Stanley is a vital community summer activities program for children from Kindergarten through 9<sup>th</sup> grade. Our programming offers a Day Programming for children entering grades Kindergarten through 3<sup>rd</sup> grade and Specialty Programs for older kids entering grades 3-9.

The Specialty portion of our program is integral to the program's success and a great opportunity for summer work. This program allows you to take something you are passionate about and share it with a group of kids in a fun, relaxing setting.

Each year, the number of Summer at Stanley registrations has grown, as more and more families seek to experience our fun filled and engaging classes. We are proud to be one of the most well regarded summer programs offered in the Denver area. I personally look forward to your participation as you create and innovate and engage your students. Thank you for considering this great opportunity.

Sara Stern  
Program Director

---

### Specialty Program Overview

- All specialty programs will meet five days per week.
- Half-day mornings meet from 8:30 A.M. - 11:30 P.M.
- Half-day afternoons meet from 12:00 P.M. - 3:00 P.M.
- Full day specialty programs meet from 8:30 A.M. - 3:00 P.M.
- You can choose to work any number of sessions.
- Specialty Program Students are ranging in age from entering 3<sup>rd</sup> grade to entering 8<sup>th</sup> grade. You can specify your desired age range.

### Eligibility

To be a Specialty teacher, priorities will be given to current teachers at Stanley BPS. If spaces remain, a very limited number of openings might be available for programs that carry their own insurance or certified teachers who have taught at Summer at Stanley in the past.

**\*Priority will be given to current Stanley BPS teachers and based on the date applications are received\***



# SUMMER AT STANLEY

---

## Earning Potential

- Wages are \$200 for full day campers and \$100 for half-day campers for **Stanley teachers and staff**. Cost for hiring a junior teacher or other teacher will be deducted from your salary.
- For non-Stanley teachers and staff, wages are \$125 for full day campers and \$75 for half-day campers. Cost for hiring a junior teacher or other another teacher will be deducted from your salary.
- **Financial aid will no longer be deducted from teacher wages.**
- All supplies for Specialty Programs **must** be purchased with the Specialty Program materials fee.

## Logistics

- Teacher Ratios: The Student-Teacher Ratio must be 15:1 per license requirement and include licensed teachers for ALL off campus trips. Junior teachers are not counted in this ratio. You can hire Stanley Interns at their contracted rate of \$125/day if they have completed the Stanley Teacher Prep Program or Residency Program. Interns must be under contract to work at camp by May 1. In the event that you have less then 15 campers, **there must be a minimum of 2 teachers to go off campus**. For on-campus camps, the ratio must be 15:1 but junior counselors can be counted as adults. **You cannot bring in an outside teacher, family member or friend to help during the summer without them being under contract by May 1. Family members and friends who are not licensed teachers and do not have a background in British Primary are not eligible to work at Summer at Stanley.**
- Materials Fee: We are asking all counselors to consider **LOWERING** their material fees if possible. It does not benefit the program to have significant left over funds that have not been put to good use. Please include the necessary materials fee in your description.
- Expense Documentation: We are seeking to ensure an even more disciplined approach to accounting for our expenses. Please note that **RECEIPTS MUST BE SUBMITTED TO RECEIVE REIMBURSEMENTS**. There are **NO EXCEPTIONS!** **You cannot purchase materials for your camp after it occurs.**
- Materials: All materials purchased through the camp's material fees are camp property and are not for personal use but to be stored for future Summer at Stanley use.
- Tax Exemption: Given we are a sales tax exempt organization, it's crucial that you provide this documentation in advance of purchasing materials. Unfortunately, if counselors do not remember to do so, the school will not be able to offer any tax reimbursement.
- Bus Transportation: Bus use is limited during summer camp due to lack of availability. Please turn in your bus application request early to assure that a bus will be available for your camp. Bus fees charged to your camp will be \$150 for full days for the week and \$75 for half days. **Due to complicated scheduling, we will not be able to prorate this fee. Please keep this in mind when considering your material fees.**
- All employees hired to work at Summer at Stanley must be hired by Sara Stern. Employees will need contracts and paperwork filled out by May 1.



# SUMMER AT STANLEY

---

## HOW TO APPLY

If you are interested in being a Counselor at Summer at Stanley, please:

1. Complete the Specialty Program Application form on the Stanley website.
2. Please include a two to three-line description of each class you would like to teach that can be used in the brochure. (See format on the application).
  - a. Pool: Please include whether or not you plan on using the Lowry pool.
  - b. Off Campus: If you are planning to go off campus, please specify the places you will be going.

NOTE: If you would like to use the SAME description as you did last year, PLEASE WRITE "SAME AS LAST YEAR" IN THE APPLICATION BOX. PLEASE DO NOT REPEAT THE WRITTEN DESCRIPTION. IT IS MORE TIMELY FOR US TO LIFT LANGUAGE AS OPPOSED TO MAKING DETAILED COMPARISONS TO DESCRIPTIONS.

3. DEADLINE: Submit application online no later than **November 16, 2018**

## NOTIFICATION DATES

- SESSIONS OFFERED: You will receive **email confirmation** of the sessions offered to you by early **January**. You will have one week to determine if you wish to accept what is offered to you.
- CONTRACT SIGNATURE: Upon acceptance, print out and send in the attached contract to

Sara Stern  
Director, Summer at Stanley  
350 Quebec Street  
Denver, CO  
80230

- RESPONSIBILITY: Once you have accepted the sessions offered, you become an official employee at Summer @Stanley. Please keep in mind that once you accept a contract, there is significant negative impact to the camp if you do not fulfill your commitment.

**ALL INFORMATION AND APPLICATIONS ARE AVAILABLE ON THE  
SUMMER AT STANLEY WEBSITE  
[www.stanleybps.org](http://www.stanleybps.org)**