**TECH TREK CAMP FOR GIRLS – [CAMP NAME]**
**A project of AAUW California**

**Family Information Packet**

**Camp Location: Camp dates:**

Welcome to Tech Trek! We’re looking forward to seeing you soon! There are a few things you and your family should know before joining us for a week of discovery.

**Please review the following documents:**

* Why Tech Trek?
* Camp Director(s) contact information
* What to expect at Tech Trek
* Camp Schedule (embed or attach)
* Tech Trek Virtual Camp Rules
* Tech Trek In-Person Camp Rules/Dress Code/Cellphone & Electronics policy
* What to bring to in-person camps

**Please fill out and return:** (if applicable - delete if not offering):

* Core Curriculum Form

**Why Tech Trek?**

The American Association of University Women (AAUW) is a leading voice in advancing equity for women and girls through advocacy, education, and research and has been for more than 130 years. In 1997 one of AAUW California’s members, Marie Wolbach, used a grant from the national office to begin Tech Trek at Stanford University, offering the first camp for 135 girls in 1998. AAUW’s national office has expanded the Tech Trek camp program throughout the United States due to its successful implementation by AAUW of California, where up to ten camps have served over 14,000 girls in 25 years. AAUW members in California made the expansion of the Tech Trek program possible, contributing their knowledge and time to planning of the camp documents and procedures. Thanks to AAUW of California and its members' passion and dedication to this program, Tech Trek is now serving girls across the country.

AAUW’s research report *Why So Few?: Women in Science, Technology, Engineering, and Mathematics*, (available [HERE](https://www.aauw.org/resources/research/the-stem-gap/) ) investigates causes of the gender gap in STEM professions and provides methods for overcoming stereotypes and gender bias against women in these fields. AAUW’s findings demonstrate the importance of girls’ learning environments in shaping their future achievements and interest in science, technology, engineering, and math. Despite stereotypes to the contrary, the gender gap is due not to innate biological differences, but to social and cultural beliefs about gender and intelligence. By promoting a “growth mindset,” showing girls that mathematical and scientific achievement is reached through learning and improving quantitative skills, educators can help girls to cultivate interest in STEM and to achieve a higher level of success.

AAUW believes the Tech Trek camps represent an important opportunity to foster the next generation of female STEM professionals. Girls will be encouraged through fun and challenging activities to develop their intellectual skills in STEM and will be introduced to successful female role models. Tech Trek will help girls to recognize their ability to succeed in a wide range of STEM professions and the importance of women’s contributions to these fields. The goal of the Tech Trek program is to provide a communal environment in which girls can learn, be creative, and begin to see the opportunities that are open to them in the STEM educational and professional arenas.

We sincerely hope that Tech Trek campers visualize college in their future and will consider going into these fields. Tech Trek campers come from a wide range of economic, educational and ethnic backgrounds, but they all have one thing in common: they were recommended by teachers who recognized their interest and abilities in STEM. The week that girls spend at Tech Trek is a special one. It gives girls a chance to be with other girls who share their interest and excitement about STEM, as well as finding out that what happens at Tech Trek can change how they think about themselves, and the world.

We encourage you to learn more about AAUW and all our STEM education efforts at [www.aauw.org](http://www.aauw.org).

**STAFF CONTACT INFORMATION**

**Camp Director**

[NAME]

[EMAIL]

[PHONE NUMBER]

**Camp Co/Assistant Director**

[NAME]

[EMAIL]

[PHONE NUMBER]

**California Tech Trek Program Director**

Mary Isaac

techtrek@aauw-ca.org

619-431-2514

**WHAT TO EXPECT**

Email is the preferred method of communication between parents and camp staff from now until camp begins. The email address(es) that we use is(are) the one(s) provided to us during the registration process in CampDoc. It may be yours or your parent's or both. Please check your email inbox regularly so you can receive Tech Trek information and respond quickly.

Cell phone numbers to contact camp administrators will be provided closer to camp start date.

**Core Classes**

Girls attend a core class and may be able to choose from a list [on the attached form/in the next email you will receive]. This is dependent upon the camp - some camps will assign girls to a core class. Girls do no homework and take no tests. All classes are hands-on and taught by experienced female teachers.

**Cancellation Policy**

If a camper cannot attend camp for whatever reason, let your camp director know immediately so another girl may be able to take her place, at least 72 hours before camp. Any family contribution fee that may have been collected by the branch is NON-REFUNDABLE. Additionally, families may be charged up to $100 per day for unapproved early departures.

**Schedule**

Days are long, with breakfast typically at 7 and classes starting by 8. Lunch and dinner are at normal times, but there is VERY little free time, with the last activities ending after 9 and lights out around 10, so the week goes by very fast.

**CAMP SCHEDULE**

(Insert or attach sample schedule here if supplied)

**TECH TREK VIRTUAL CAMP RULES**

1. Unless pre-approved as an accommodation under AAUW’s policy or school IEP, all campers and volunteers are expected to be fully engaged with activities online, including being onscreen most of the time and vocalizing periodically.
2. Coaches have been instructed not to share personal contact information with you, nor seek yours. If you wish to stay in touch with a particular coach, your parent should request it through techtrek-virtual@aauw-ca.org.
3. Moderated chats and polls are used extensively during the sessions - participate fully for the most enriching experience.
4. Register for any needed links ahead of time. Security requires approved pre-registration.
5. Daily sessions start promptly at 9 and run to 5, with regular breaks and lunch. Optional workshops will be run during the evenings from 7:30-9.
	1. To receive a Virtual Tech Trek certificate for attending camp and be eligible for a future junior coach or counselor position, you must complete two of the six optional evening workshops.
6. There is an orientation session on Sunday before camp from 4:30-6 that all campers must attend.
	1. There is an OPTIONAL Welcome Campfire workshop Sunday evening from 7:30-9.
	2. There will be an OPTIONAL Closing Campfire workshop Friday evening from 7:30-9.
7. Campers will be designing and building a wearable tech device or invention during the week, with one of the program requirements being to submit a final short video clip of themselves describing the device and the whole process of creating it. They do not need to be on camera for this, but their device must be.
8. The camper should not be taking care of younger siblings during camp hours. There are many small parts in the electronics kit (LEDs, coin battery, etc.) that could be harmful if swallowed.
9. Be patient and kind to each other and yourself - campers are exploring new ideas and skills and we want everyone to feel this is a safe place for them to fail and have it be OK.

Although students who are disruptive may be given the opportunity to correct their behavior before they are removed from the program, extreme circumstances may require the Camp Director to remove a student from camp immediately.

**TECH TREK IN-PERSON CAMP RULES**

**GENERAL RULES:**

1. Attend all scheduled events on time. Contribute to the camp community by sharing ideas and participating in discussions and activities.
2. Understand that campers eat meals together, engage in physical activities, and participate in dorm activities with girls from many other schools.
3. Stay with the assigned group unless the leader gives permission to do otherwise.
4. Never leave the residence hall alone or without permission.
5. Wear a lanyard with name tag, room key, and meal ticket at all times outside of the dorm room, and pay replacement fee for lost keys and/or meal tickets.
6. Always lock the dorm room when leaving.
7. Understand that cell phones and any smart electronic devices that can access the internet cannot be used during camp and will be collected by staff and returned when allowed.
8. Observe "lights out" and “courtesy noise” policies (to be explained on arrival at camp).
9. Be responsible for your own health and well-being: dressing appropriately for the weather, eating meals, drinking enough water, getting enough sleep, taking medications (if applicable), and notifying the Tech Trek staff if you do not feel well or suspect a health problem.
10. Respect the property of others, including college property and facilities. Treat all equipment and/or supplies provided for your use with care. Be aware that you will be assessed for damages to any equipment/supplies in the event that your use of such equipment/supplies is negligent and/or abusive.
11. If enrolled in a computer class, do not download programs nor make any changes to any program or system files other than those the teacher specifies.
12. Be responsible for personal belongings and not hold AAUW Tech Trek responsible for any personal property that may be lost, damaged, or stolen while participating at a Tech Trek camp.
13. Give permission for your belongings to be searched by camp staff while you are present, when the health, well-being, or safety of yourself or other participants requires it.
14. Not possess or use tobacco, alcohol, or any illegal substance, which would be grounds for immediate removal from camp.
15. Not possess firearms or other weapons, which would be grounds for immediate removal from camp.
16. Observe other rules that may be announced at the time of camp.

Although students who are disruptive may be given the opportunity to correct their behavior before they are removed from the program, extreme circumstances may require the Camp Director to remove a student from camp immediately.

**DRESS CODE**

Campers and staff represent their families, their schools and their communities at camp. They also represent Tech Trek, which encourages a professional future for all participants. While we want participants to be comfortable, they should also be dressed appropriately.

Not allowed at Tech Trek:

* Very short shorts
* Bare midriffs or sheer tops
* Backless, strapless or spaghetti strap tops
* Clothing with profanity or offensive slogans or messages
* Flip flops (if working with chemicals or other hazardous substances)
* Alteration of the official Tech Trek t-shirt

**CELL PHONE/ELECTRONICS POLICY**

Tech Trek in-person camps are “Fully Connected” communities in which attention is given to the people in our midst without the distractions of electronic devices.

To ensure camper privacy and security, it is recommended that cell phones, laptops, and other smart devices that can be connected to the internet during or after in-person camp be left at home, along with cameras, internet-connectable or otherwise. If not, they will be collected and made available for use only as allowed by the camp leadership.

* If a camper or staff member (other than camp leadership) brings such devices, all will either be sent home with the parent or, if discovered after the parent leaves, turned in until the camper or staff member is ready for departure on the last day of camp.
* Parents will be provided with a number to reach in case of home emergency and camp directors will contact parent or guardian in case of any camper or minor staff emergency, precluding the need for the participant to have their own phone at camp.
* Due to privacy concerns, cameras are also not allowed, including disposable and instant photo cameras, other than those used by designated staff member(s).
* If a camper or staff member is discovered to have such devices at camp that they did not turn in as instructed, the device(s) will be confiscated, and the individual may be sent home for violating camp rules.
* Girls may bring an alarm clock, but dorm monitors will make sure they are on time for meals and classes.

**WHAT TO BRING TO IN-PERSON CAMPS**

This list includes items needed at camp. Bring enough clothes for six days. **DO NOT** bring jewelry that is expensive or sentimental, laptops, or other valuable items.

**LABEL ALL ITEMS WITH FIRST AND LAST NAME**

| \_\_\_ long pants – (evenings may be cool)\_\_\_ shorts or capri pants\_\_\_ t-shirts or modest tank tops\_\_\_ sweatshirt or jacket for night activities\_\_\_ athletic shoes for walking (Flip flops allowed in dorm only)\_\_\_ sandals, sturdy and secured to foot\_\_\_ underwear\_\_\_ sleepwear/slippers\_\_\_ robe – shared bathrooms are on each hall\_\_\_ swimsuit and pool towel (JUST IN CASE)\_\_\_ shower clogs/flip flops\_\_\_ comb/brush\_\_\_ body wash/shampoo/conditioner/hair  products | \_\_\_ toothbrush/toothpaste/floss \_\_\_ personal hygiene items \_\_\_ any medications (clearly marked) \_\_\_ sunscreen (VERY IMPORTANT) \_\_\_ small knapsack or tote bag \_\_\_ alarm clock \_\_\_ watch\_\_\_ small flashlight \_\_\_ reusable water bottle \_\_\_ pens/pencils \_\_\_ basic calculator\_\_\_ shower caddy/portable container for  shower items |
| --- | --- |

**ALERT CAMP DIRECTOR IF CAMPER CANNOT BRING ANY OF THE ABOVE ITEMS TO TECH TREK.**

**OPTIONAL ITEMS**

| \_\_\_ small room fan with extension cord (if no air conditioning in dorms)\_\_\_ pillow (if special kind is needed)\_\_\_ hat or cap for sun  | \_\_\_ $20 or less for spending money \_\_\_ books for free time\_\_\_ stuffed animals or other comfort items\_\_\_ sleeping bag (helps dorm beds to be more  comfortable) |
| --- | --- |

**ITEMS PROVIDED BY TECH TREK**

\_\_\_ bed linens, pillows, blankets \_\_\_ All meals and snacks

\_\_\_ all bath linens – towels, washcloth \_\_\_ Tech Trek t-shirt
\_\_\_ notebooks/paper and camp journal \_\_\_ Classroom and workshop materials

\_\_\_ lanyard for room key/dining card \_\_\_ An unforgettable experience!

**Core Class Form**

**THIS FORM MUST BE RETURNED TO THE PERSON BELOW BY [DATE]**

[NAME]

[EMAIL]

[PHONE NUMBER]

All Tech Trek girls attend core classes from Monday through Friday for a total of approximately 15 hours. Some camps have one or two core classes, some as many as six or more. Some do not collect preferences and randomly assign campers among the available courses. We cannot guarantee campers will get their first or even second choice, but where preferences are collected, staff will make every effort to see that campers are in one of their top two choices.

**Selections may also be made based upon the date the forms are returned.**

When choosing your Core Class selections, please remember this is an opportunity to learn something new**.**

Indicate a ‘1’ for your first choice, ‘2’ for your second choice, and ‘3’ for your third choice.

\_\_\_ [NAME OF CORE CLASS 1]: [Description]

\_\_\_ [NAME OF CORE CLASS 2]: [Description]

\_\_\_ [NAME OF CORE CLASS 3]: [Description]

\_\_\_ [NAME OF CORE CLASS 4]: [Description]

\_\_\_ [NAME OF CORE CLASS 5]: [Description]

**Camper Name {Printed}: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Camper Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**