

Camp Mishawaka

SINCE 1910



Parent Handbook 2024

Camp Mishawaka
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Welcome to Camp Mishawaka

Dear Parents and Guardians,

I am delighted that you have decided to make Camp Mishawaka a part of your family's summer plans. The traditional camp experience offered at Mishawaka aims to provide more than just a pleasant diversion for the summer. Of course, the 30+ land and water activities are designed for fun, but along the way, our goal is to help our campers become better citizens.

Camp Mishawaka is ideally sized to allow us to devote close attention to each camper's experience. The atmosphere is very familial, and each staff member knows not only the campers in his or her cabin group but in the entire camp. For the most part, the Girls Camp and Boys Camp programs run separately, though they do share many of the same facilities. Our goal is to provide an opportunity for kids to find their best selves.

As long as anyone can remember, the motto of camp has been safety, health, and happiness. The safety of each camper is our highest priority. To help ensure that your child's experience is a positive one, we outline Camp Mishawaka's policies and practices in the pages that follow. In this Parent Handbook you will find information regarding transportation, healthcare tips, packing information, contact information, and tripping opportunities, as well as other pertinent items.

2024 marks Camp Mishawaka's 115th summer, and whether this is your first or eighth summer with us, we look forward to having your child at camp this summer!

Sincerely,

Steve Purdum
Executive Director

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Camp Mishawaka

Camp Mishawaka is a Brother/Sister camp that is structured to allow time for kids to find their best selves. While some activities, special programs and traditions are all-camp experiences, the Boys Camp and Girls Camp maintain their own unique identities and traditions.

The cabin group of 5 to 7 campers is the core of camp life, and each cabin counselor is charged with the duty of monitoring the health and activities of each camper. The camps' cabins are separated on the property by Boys Camp and Girls Camp. Most activities are done separately by camps. Other activities are combined to take advantage of a unique staff ability. The two camps also collaborate on the Big Show at the end of each four-week session.

Both camps share the dining hall, though table seating is separate. The two camps gather at times during the week in the evening for games and activities. Sundays include an all-camp BBQ and a special all-camp activity, including: sailing races, tennis matches, and a variety of other activities.

Mishawaka maintains a distinction by structuring a program that values the growth and achievement that can occur in separate environments.

Camp Mishawaka Core Values

- **Respect - respecting ourselves, one another, our environment and community**
- **Resourcefulness - fostering the innate talents within each of us**
- **Childhood - creating a community that puts the developmental needs of kids first**
- **Joy - finding happiness and fun in all our endeavors**
- **Growth - recognizing that learning is a life-long process that requires empathy**
- **Inclusion - protecting equal access and opportunity for all**
- **Example - modeling reliable, ethical, responsible and thoughtful behavior**

Guided by these values, Camp Mishawaka is committed to being an inclusive, welcoming, and safe place for all. This includes providing access to a camp experience for those with limited resources via financial assistance. Camp Mishawaka is dedicated to providing equal access regardless of race, color, national origin, citizenship, age, religion, sex, sexual orientation, gender identity or expression, veteran status, disability, marital status, or any other category protected by the law.

We are further guided by our commitment to nourish each child and staff member as we respect the rights and dignity of all individuals, just as we honor the Camp community.

Camp Goals and Outcomes

As an organization we are focused on youth development, and contributing to the improvement of the physical, social and emotional well-being of all campers. We do this by:

- Providing developmentally appropriate activities and opportunities for each camper.
- Working to ensure that each camper has a secure connection with at least one other camper and one staff mentor.

- Partnering with parents in the process to ensure the best possible outcomes for the child
- We will have succeeded if a camper gains physical, emotional and social tools that serve them beyond the Camp experience and throughout their lives.

Expectations for Participation

Camp Mishawaka serves a wide range of age groups and camper abilities. That said, there are some basic expectations for successful participation. Campers of all ages must conduct themselves in accordance with the values and policies of Camp Mishawaka and not engage in any behavior that threatens the community or any individual.

This includes:

- Ability to follow instructions related to all matters of safety.
- Ability to accept redirection if behavior is not acceptable.
- Ability to regulate emotions in line with developmentally appropriate expectations.
- Practice of treating all campers and staff with respect.

All campers must also, with reasonable accommodations, be able to independently maintain their own personal hygiene (i.e. showering, teeth brushing, use of the restroom, etc.) and be able access buildings and facilities throughout a multi-acre campus over varying terrain.

Gender Inclusion

We provide safe, affirming spaces for all campers and staff, including those that identify as LGBTQ+. It is important for us to support all in our community regardless of their sexual orientation, gender expression, or gender identity. We rely on our trained staff to support age appropriate conversations and guide discussions should they arise. We also recognize that our community includes gender identities that do not fit neatly into binary (girl/boy) gender categories, and we strive to create inclusive spaces for all campers and staff.

Please note that camper/participant families will not be notified of a camper or staff member's gender identity (or transition) or sexual orientation. If an individual comes out and/or chooses to be their authentic self at camp, this means they feel safe enough to share a personal part of themselves. An individual will not be outed without their permission to other participants, staff, or their own family.

Separation from the Program

In the event of behavior or actions that threaten a camper's continued participation, the parent will be notified. In some instances this may involve a behavior contract, or plan of improvement to ensure that the behavior does not continue. Depending on the type of behavior, or severity of the action, this may result in immediate dismissal.

In the event of dismissal, you will be contacted, and your child will be sent home at your expense. Depending on the circumstances, a prorated refund minus the nonrefundable deposit and administrative fees will be issued, or no refund.

Age Groups within each Camp

The Boys Camp is divided into three age groups. **Belding** 8-11, **Mulford** 12-13, and **Gould** 14 and 15 year-olds. Campers who are 16 and have completed 10th grade are eligible to apply to become a Counselor-in-Training (CIT). See more about this program under the Administration and Staff section.

The Girls Camp is divided into two age groups; **Parkside** 8-12, and **Valley** 13-15 year-olds. Like the Boys Camp, those who are 16 and have completed 10th grade are eligible to be selected as CITs.

Daily Routines

Campers are expected to clean their cabins and make their beds each day. A walk through inspection is conducted, and campers are able to earn awards for keeping a clean area. Campers also set tables as part of a service committee rotation.

Throughout the daily schedule there is time allowed for transition between activities and before meals. This supervised down time, especially before and immediately after meals, is designed to give campers time to catch their breath. This is a popular time for a game of ping-pong, tetherball, foursquare, or chess. It is our goal to keep campers occupied and engaged, without over-programming them.

Sessions

Mishawaka offers two, four, six and eight week sessions. The summer is divided into two four-week halves. The first two-week session is the first two weeks of the first half. The second two-week session is during the first two weeks of the second half.

The two-week sessions are designed to be an introduction to traditional residential summer camping, and as such, is best for first-time campers or campers under 12. Historically, Mishawaka sessions have been based on the rhythms of a four-week time period. Most of the extended tripping opportunities are available only to those who stay four weeks or longer. We have found that a stay of four weeks provides for much deeper friendships, skill development and growth experiences.

Each session runs very much like the next, and parents and guardians should let their family and school schedule dictate which session a child attends. The local weather is often a question when choosing a session, though recent patterns have not shown a discernible difference between the sessions.

Traditions and Awards

Mishawaka for Boys was founded in 1910 and the Girls Camp was started in 1963. Both camps have a rich history of traditions that guide daily activities and give Mishawaka its unique character.



One of the oldest of these is the tradition of the teams. Every summer, each camp is divided into two teams. A balanced, fun competition weaves throughout activities in the summer. Over the years it has proven to be a wonderful way to instill spirit, provide the framework for healthy competition and encourage teamwork. The teams are led by the CITs, and the competition culminates in a swim and track meet at the end of each half.

At the final campfire on the night before each session ends, campers are presented with a plaque that details their advancements and achievements. Awards can range from Honor Cabin for keeping a clean cabin to swimming levels passed.

When applicable, campers are awarded certification cards from national organizations such as the Red Cross.

Daily Program and Schedule

The Program for each camp strives to maintain a balance between the comfort and assurance that routine can foster and the fun and excitement that spontaneity brings to each day. Campers choose their own activities and may wish to concentrate their efforts in two or three areas or sample a wide variety.

Boys Camp

- 8:00 Reveille
- 8:30 Breakfast
- 9:15 Cabin Clean-up
- 9:45 AM Activity Period 1
- 10:45 AM Activity Period 2
- 11:45 Free-Swim Period
- 12:30 Sign-up for PM activities
- 1:00 Lunch
- 1:45 Rest Period
- 2:30 PM Activity Period 1
- 3:45 Snack
- 4:05 PM Activity Period 2
- 5:20 Free-Swim Period (store T & Th)
- 6:30 Dinner
- 7:45 Evening Activity
- 9:15 Lights Out Belding
- 9:30 Lights Out Mulford
- 9:45 Lights Out Gould



Girls Camp

- 8:00 Raising Bell
- 8:15 Flag Raising
- 8:30 Breakfast
- 9:15 Cabin Clean Up
- 9:45 AM Activity Period 1
- 10:55 AM Activity Period 2
- 12:15 Morning Meeting,
Sign-up for PM activities,
Singing
- 1:00 Lunch
- 1:30 Rest Period
- 2:30 PM Activity Period 1
- 3:45 Snack
- 4:05 PM Activity Period 2
- 5:15 Free Swim (Store M & W)
- 6:30 Dinner
- 7:30 Evening Activity
- 9:15 Lights Out Parkside
- 9:45 Lights Out Valley



Activities Offered

Camp Mishawaka offers a wide variety of land and water activities. Many of them are instruction-based, with a progressive level of advancement. A number of activities are centered on fun and enjoyment, though the opportunity for learning from these activities is always present.

The list below is not meant to be an exhaustive list of all that Camp Mishawaka offers in a summer. Rather, it is a list of the core activities. From time to time we are able to complement this list when we have a staff member with a particular interest or skill.

Swimming	Kayaking
Swim Instruction (American Red Cross)	Newspaper
Sailing (US Sailing)	Baseball
Canoeing	Basketball
Tennis	Fishing
Soccer	Snorkeling
Archery	Camp Craft Skills
Air Riflery	High Ropes Course
Horseback Riding	Climbing Tower
Drama	Overnight Camping
Water-skiing	Extended Wilderness Tripping
Tubing	Basic Gymnastics
Mountain Biking	Physical Fitness
Arts and Crafts– wide variety	Backpacking
Pottery	Sauna
Nature Study	
Boating	

If it is your desire that your camper concentrate on a particular skill or activity, we encourage you to note this on the Parent Questionnaire. Because so many of the waterfront activities require a basic proficiency in swimming, every new camper is tested on swimming skills during the opening orientation, and each camper is placed in the appropriate class.

If there are specific activities you do not want your child to participate in, please contact the Camp office in writing with a list of any activities you do not want your child to participate in.

Program Eligibility

Activities are generally open to campers of all ages and abilities. Extended off-camp trips are for campers 12 years of age or older. Certain activities that require specialized skills, including those that require proficiency in swimming and safe practices around the water, may be limited to campers who have passed the level IV in Red Cross swimming. Camp Mishawaka reserves the right to limit campers from activities who are not able to safely participate.

Tripping and Camping at Camp Mishawaka

Camp Mishawaka has a long history of incorporating wilderness tripping as a part of its overall program. Situated at the gateway of some of the most beautiful and pristine wilderness areas in the Northern Lakes country, we are able to provide canoeing, hiking, and other experiences that are truly remarkable. In addition to passing along basic wilderness skills, these trips, by design, give campers an opportunity to work as a team toward shared goals, challenge themselves in new ways, and discover new strengths.

Many of these opportunities are part of our regular Camp programming, day trips and shorter canoe trips, and are included in the Camp fee. Some of the longer trips, which involve specialized transportation, services, permits or fees do generate additional charges. Trips are designed to be age and skill appropriate, and the extended trips are available to campers 12 and above. In general, the longer trips (3 days +) are available as part of a four-week session. See below for full descriptions.

As Camp approaches a Trip Permission Form will be available in your CampIntouch account, and parents will have an opportunity to indicate which trips their campers have permission for. This is not a pre-sign up for the trip. In the first few days of Camp, campers will be given an opportunity to indicate their preferences in order of choice, and the trips are put together based upon interest, age, qualifications, and permit availability.

Trips available to all campers

A variety of options for day and overnight trips are available as part of the regular camp program. From camp craft classes in camp, to day-long canoeing or kayaking day trips on Pokegama Lake, campers have the opportunity to learn about the woods and waters around them. Overnight camping trips to our private island on the Lake and nearby State and National Park Campsites offer a wide variety of opportunities to all campers.

Extended Wilderness Trips Advisory

Extended canoeing or backpacking trips for campers 12 years of age or older are offered through the Camp program. These primarily take place in the Boundary Waters Canoe Area, the Superior Hiking Trail and Isle Royale.

In addition to age requirements, other eligibility requirements are considered. These include: ability to follow directions, participate as a team member, possess the physical ability to safely participate in and meet expected physical requirements.

In many cases the group will be hours and miles from emergency medical assistance. Camp Mishawaka endeavors to minimize risk by providing trained, competent staff to lead these trips and also assess the camper's fitness to successfully complete one of these trips. See below for a more detailed description of each trip. These can be physically demanding trips, and it is the camper's responsibility to work with our staff to maintain the level of fitness needed to take part and complete the trip.

If a participant is unable to continue due to illness or injury, family emergency, behavioral problems or other events, in most cases the group will return to Camp early. You will be notified if this occurs. If Camp is able to continue the trip for the rest of the group by substituting a staff member for the one who would accompany any departing campers, we will do so.

Trips available for 2, 4, 6 & 8 week campers 12 yrs. and older

Lake Winnie Fishing: This is a one-day launch fishing trip on nearby Lake Winnibigoshish, one of the finest fisheries in the state. The catch can include jumbo perch, walleye and northern pike. This trip is often

combined with an overnight trip in the nearby Chippewa National Forest. Extra Fee - see Trip Permissions form online for amount.

Whitewater Rafting the St. Louis River: A full-day adventure on the St. Louis River we contract with Minnesota Whitewater, a local rafting company. Campers, grouped with Mishawaka staff and professional guides, take on a level 8 rapids from class I to III. Required age: 12 and up; Skills Learned: Paddling and pure fun; Special Permissions Waiver form required. Extra Fee - see Trip Permissions form online for amount.

Trips available for 4, 6 & 8 week Campers 12 yrs and older

Boundary Waters Canoe Trip & Introduction to the BWCA: One million acres of wilderness in the Superior National Forest. This world-renowned canoeing wilderness is located just two hours north of Mishawaka. Campers will canoe from one lake to the next, portaging their canoes and packs across a "portage" trail. Five to seven campers will join two tripping counselors and enjoy paddling, portaging, swimming, and fishing. Generally available for 4-week campers. Extra Fee - see Trip Permissions form online for amount.

Option #1: 4 days. Perfect for 12 and 13 year-old campers as an introductory experience for canoeing, camping, or both. Campers will experience two full days of canoeing and short portages.

Option #2: 5-6 days. Great opportunity for a 2nd, longer Boundary Waters trip for older campers or campers with extended tripping experience. This is similar to an introductory canoe trip but with longer days, more challenging portages, and routes. Skills Learned: map reading, canoeing, portaging, campfire building, and other camp craft and wilderness skills

Superior Hiking Trail: Located on the north shore of Lake Superior, this trail is a 310 mile hiking path that stretches from Duluth to the Canadian border. With most of its trail within a mile of the lake, campers encounter many incredible views of Lake Superior. The trails are well-maintained with campsites available every few miles. This trip is an excellent introduction to hiking, as well as a first camping trip. Extra Fee - see Trip Permissions form online for amount.

Length: 3-5 days

Recommended ages: 12-15

Skills Learned: map reading, hiking, campfire building, and camp craft skills

Isle Royale Backpacking Trip - Located in the northwest of Lake Superior, Isle Royale is the largest natural island in Lake Superior. 20 miles removed from the closest port, Isle Royale offers breathtaking views of Lake Superior and a pristine hiking experience for campers. After a three-hour ferry ride to the island from Grand Portage, Minnesota, campers hike for five days and four nights in a loop on the island's western end. Along the way campers may see moose, fox, and other animals native to the island. This is an excellent hiking trip for older campers and intermediate to experienced hikers. Length: 6 days, recommended ages: 13-16, skills learned: map reading, hiking, campfire building, camp craft skills, and ecology. Extra Fee - see Trip Permissions form online for amount.

From time to time, other tripping opportunities arise. You will be contacted for permission if these trips involve additional charges.

Being Away From Home

Prior to coming to Mishawaka it is quite natural for your child to be a bit apprehensive. Even veteran campers are not immune from this phenomenon. Homesickness studies have shown that a few simple steps in preparation can help make the camp experience successful.

Here are a few suggestions to help your camper prepare for the Mishawaka experience.

- Start preparing your child for the idea of being away from home. Find out about your child's expectations and what he or she is looking forward to or has reservations about.
- Involve your child in the packing and preparation process. It is comforting for children to know what they have when they arrive at camp and where to find it in their bags.
- Stress the positive aspects of the camp experience. It is only natural that parents also have a bit of anxiety around the separation, and children will pick up on your concerns.
- In communicating with your campers, it is important not to convey that they are missing spectacular events at home. It is helpful to reassure them that you miss them and love them while at the same time focusing on their time at camp. Ask questions about their favorite activity, their friends or counselor, even the food. Write as often as you are able, and encourage them to do the same.
- Allow time for your child to adjust to the new surroundings. The first letter home is often written that first evening or full day and may sound hesitant about the Mishawaka experience. Mail moves slowly from the Northwoods, and most often by the time this first letter arrives home, campers are fully involved and active.
- Remind your child that missing home is a natural feeling and not to worry if they are homesick.

Homesickness

Recent studies have shown that all campers experience homesickness in one form or another. Our staff has been trained to recognize the symptoms of homesickness and given skills to ease the transition to camp life. Most often, these symptoms present themselves at mealtime and bedtime, and are quite natural.

Should homesickness persist or become a barrier from taking part in activities, you will be contacted by the Camp Director to discuss possible tactics to relieve the problem. A huge part of the mission of Camp Mishawaka is working with children to develop these coping skills that will serve them well the rest of their lives. The American Camp Association also has some advice for parents of campers [here](https://www.acacamps.org/article/camping-magazine/helping-homesick-camper).

<https://www.acacamps.org/article/camping-magazine/helping-homesick-camper>

Please feel free to contact the camp office directly if you have a particular question or concern.

General Information

Opening and Closing Days

Most campers who come from outside Minnesota fly to the Minneapolis/St. Paul International Airport (MSP), meet our Camp Staff and Camper Group there, and continue to camp via chartered coach. Campers are met at their gate of arrival by a Camp Mishawaka staff member (or at Customs for our international campers). On departure days, our staff will check campers in and accompany children to the departure gate and will remain there until the plane takes off. Please refer to the Transportation section for complete information regarding airline travel.

All campers should arrive on the Session Start Date and depart on Session End Date Those parents who elect to drive to Mishawaka should plan on dropping their camper off between **2 PM and 5 PM** on the opening day of the session. Parents or Guardians should stop at the camp office to check in and receive cabin assignments and further instructions.

There is a campfire ceremony at the end of each session, and parents are welcome to join us for this. Please email or call the office to let us know if you plan on attending. Phone: 218-326-5011. Pick up at camp on the last day of the session is between 9am and 10am.

Clothing and Bedding (See also the packing list on page 16 & 17)

Camper laundry is sent out once a week. Campers should bring enough clothes to last the week. **It is important that all items of clothing be labeled with your camper's name to help prevent lost items.**

Minnesota enjoys a wide variety of weather conditions in the summer. On an ideal day, campers start the day with a sweatshirt or light jacket, wear shorts and a t-shirt throughout the day, and put the sweatshirt back on in the evening. Average temperatures range from lows in the 50s to highs in the 90s. It is important that campers come with good rainwear in the event of inclement weather.

Campers are very active, and this is often very hard on clothes. We do not recommend that campers bring fine clothing or items that require special cleaning. Though there is no formal uniform or dress code, please do not pack clothing with inappropriate or offensive language or slogans. Camp Mishawaka reserves the right to ask campers to change clothing that is offensive or overly revealing.

Please refrain from over-packing. Shelf space is often limited. The suggested packing list is designed to give campers all the clothing they need for the time at camp. Please do not pack items not included on this list. We suggest that campers bring no more than two duffle bags or suitcases to camp. There is no need to purchase a trunk or footlocker.

Campers often choose to bring one nice outfit for the final banquet at the end of each four-week half.

Bedding can be provided to each camper. It includes sheets, pillow and case, and three wool blankets. Campers sleep on single mattresses, and if they choose, may bring their own bedding. Please make sure all bedding is clearly marked with the camper's name.

Campers are encouraged to bring a sleeping bag for extended camping trips. *Sleeping bags are not used in the cabins.*

Communication with Camp

Camp Mishawaka values input and feedback from parents, and it is used to improve the program each year. We welcome phone calls to the Camp Director if you have a particular concern or question. Parents can fill out a Camper Information/Camper Profile in their CampInTouch account prior to the start of the session. This is the best place to note any particular concerns or state any goals. At the conclusion of each session, parents are sent an evaluation form in which they are asked to rate a variety of areas of the program, as well as give any comments.

Communication from Mishawaka

At the start of each session, parents will receive an introductory email from their child's counselor and a postcard directly from their child. We also send a detailed camper report at the end of each two-week period. We will also send general email updates throughout the summer as well as add pictures to the photo gallery on our website. Because our focus is on the campers during the summer months, we are often unable to respond to emails in a timely manner. If you have an immediate concern, we prefer that you call us.

Housing

Housing is determined by age and grade. Campers who wish to bunk with a particular individual are welcome to note this preference via their online CampInTouch account. It is important that these requests arrive at the camp office prior to the start of each session. These requests will be taken into consideration when forming cabin groups. **We are not able to guarantee cabin placement.**

Cabins are grouped together in clusters, and friends can have as much interaction as they wish. The camp experience is designed to broaden an individual's horizon, and we recommend that friends from home do not live together.

Housing at Mishawaka is comfortable, but rustic. Boys Camp campers live in cabins, (most of which do not have electricity). The youngest Boys Camp campers (Belding) live in a large lodge with a central fireplace room and four "cabins" connected. Each cabin group in the lodge has lights and electricity. The Boys Camp shares central bathroom facilities. Older Boys Camp campers (Mulford and Gould) live in cabins without electricity and share central bathroom facilities.

The youngest Girls Camp campers, Parkside (8-12), live in cabins that house two cabin groups. Bathroom and shower facilities are located in the cabin. Older Valley campers (13-15) live in cabins without electricity. They share a central bath and shower house.

Lost and Found

Campers should mark all belongings with their full name, including all towels and bedding. We will retain all found items for one month after each session. If you discover an item missing, please contact the Camp Office with a detailed description of the item.

Parent Visitation

Parents are welcome to visit during the summer. Please phone the camp office to arrange a visit. It is recommended that these visits be brief and limited to one time during the child's stay. If the timing works, parents are welcome to join us for a meal. Due to space considerations, we are not able to accommodate parents for the final banquet on the last evening of each session. Parents, relatives or family friends are not allowed to take campers out of camp at any time during the session, unless an early departure has been arranged with the Director.

Mail and Communications

Snail Mail: Campers receive their mail at a specified time each day. Every camper has their own mailbox at camp. Receiving mail from home is a highlight for campers, and we encourage friends and family to write often. Please be aware that mail can move slowly to and from the Northwoods. Campers are required to write home during their stay with an initial postcard and a letter on Sundays. If you will not be at your home address, please provide your camper the address where you can be reached. We suggest including pre-addressed and stamped envelopes for your camper.

We do not allow family or friends to send candy or other food items to campers. Possession of these items, even for short periods of time, can attract bugs or rodents. **Any food or candy sent to the campers will be discarded or offered to the camp community during special days and events.**

Please do not send large items that can create a problem when it comes time to pack to go home. If you have questions about a particular item you would like to send, please contact the camp office. Refer to the contact information at the front of this book. **If you wish to send something via UPS or FedEx, use our street address instead of the P.O. Box address—both are listed in the front of this book.**

Email - Parents can email campers (one way) at campers@campmishawaka.com, this is a free service. These will be delivered daily with the regular mail.

CampStamps/Email - To receive an electronically delivered, hand-written letter from your camper, parents can use their [CampInTouch](#) account. You will have the opportunity to print a “stack of e-letters” to pack in your camper's suitcase and send with your camper. Campers can hand-write a letter and turn these in with the outgoing mail box in the dining hall. The letter will be scanned and delivered to your CampInTouch account. If your camper needs more eLetter blanks when they arrive at camp, please email our office to request additional eLetter blanks and designate who they should be sent to (which parent or guest listed in your CampInTouch account. CampStamps can be purchased in your account to SEND eLetters to your camper through the CampInTouch system (can be from parent or any guests a parent adds in the CampInTouch account).

Telephone and Cell Phone: Campers do not have access to telephones, and Camp Mishawaka does not generally allow phone communication between parents and campers unless there is a family emergency or other special situation. Cell phones are not allowed to be used by campers during their stay at Mishawaka. If your camper arrives with a cell phone, they will turn it into the office for the time they are at camp, and it will be returned prior to departure, fully charged for their trip home.

Meals

Our kitchen prepares meals to be served family style, and our menus are reviewed to ensure that they exceed recommended daily allowances. A salad bar option is available at lunch and dinner. Campers who have special dietary needs or follow a vegetarian diet must specify this on their health form to ensure proper attention.

Birthdays

If your child is celebrating a birthday during the camp season, we mark the day with a special cake for the table at lunch. If you need a package “held back” until their day, contact Cheryl in the office.

Spending Money/Travel Money

Parents or Guardians make deposits to a camper's spending account to cover incidental expenses while at Camp, including sundry items, extended trips, and clothing purchases. This process can be completed online via the CampInTouch account. There is no need to send cash with your camper for Camp purchases. If you choose to fund the account by check or cash sent with your camper, please place it in a marked envelope with an explanation of what it is for. You may choose to send \$10-\$20 with your camper to spend at the airport on

travel days. Please **note your intentions for any cash which comes with your camper**. We will collect, document, and store cash and valuables for your camper and return to them on departure day.

Change-Over

Campers who attend either a Six Week or Eight Week Session take part in special change-over activities. Changeover begins on Friday and ends on Sunday when the new campers arrive. Special activities on change-over often include going to town for a movie, a pizza and ice cream treat, and other special in-camp activities. There is an additional charge of \$~25.00 for the activities chosen.

Vespers

Each Sunday both camps hold a non-denominational Vespers Service. Often the focus of this time of reflection is the value of friendship or the beauty of nature. Cabin groups sometimes take turns putting on the service. A variety of faiths are represented at Camp Mishawaka, and we value this diversity of beliefs.

Packing List

This list is meant to be a suggested packing list and provide for an adequate supply of clothing between laundry days. Laundry is sent out once a week. Please do not over-pack or bring items that might not be appropriate for the camp environment. **Please be sure to mark all items clearly with the camper's full name.** (See also the Clothing and Bedding section earlier in this handbook.) If your camper is traveling by plane, please refer to the travel suggestions under transportation.

CLOTHING

2 pairs pants or jeans	2 pairs athletic shoes	3 towels
1 pair sweatpants*	8-10 pairs socks	2 swimsuits
3-4 pairs shorts	8-10 pairs underwear	jacket
2 sweaters or sweatshirts*	2 pairs pajamas/sleepwear	laundry bag*
8-10 shirts (casual)*	1 set rainwear or poncho	

1 pair hard soled boots/shoes with a heel if planning on horseback riding

Many campers elect to bring one set of nicer clothes for the dance and/or final banquet.

TOILETRIES

toothbrush/toothpaste*	shower soap*
shampoo*	other as needed by individual

BEDDING

Camp provides bedding and linens at no additional charge. If you prefer to provide your own bedding and linens, we suggest the following: 3 wool or warm blankets, 2 sets of sheets (twin), 2 pillow cases, 1 pillow

OTHER SUGGESTED ITEMS

flashlight*	bug repellent (30% DEET)*	book(s)
camera	hat*	bathrobe/slippers
tennis racquet	stationery*	sandals or aqua socks
ball glove	fishing equipment	sunscreen/lip balm w/SPF*

Returning campers should bring their Mishawaka plaques back to camp each summer!

If a camper is 12 or older and plans to go on a trip, please pack a lightweight, camping [sleeping bag](#).

* Items which can be purchased at camp through the camp store.

Personal Program Items

Camp Mishawaka maintains a full inventory of program supplies for all activities. If campers choose to do so, they may bring their own equipment for certain activities. These may include: baseball glove, tennis racquet, guitar or musical instrument. Please call the camp office to check on other items. Certain items may be stored by the camp for use when the camper is involved in the particular activity.

What Not to Bring

Campers are not allowed to have any electronic device that has a screen that can display videos or games. The Mishawaka experience is greatly enhanced by this lack of "screen time," and the realization that life can be enjoyed without being digitally connected is an important lesson we feel strongly about. If you would like your camper to have a phone for the trip to and from camp, they can turn it in once they arrive at camp, and we will return it for the trip home. If campers travel with iPods or tablets, they can also be turned in upon arrival.

Campers should not bring weapons (guns), animals, and any drugs not included in their health form. Tobacco products of any kind, vapes, vaping products, and alcohol are also prohibited. A camper found with a banned item may be immediately dismissed from camp.

Campers are also not allowed to have food or candy in cabins as they can quickly attract insects and rodents.

Policies

Attendance

The camper application forms an agreement between Camp Mishawaka, Inc and the Parent(s) or Guardian(s) of the camper who is enrolled, in accordance with the Parent Handbook and Policies of the application. This agreement has been accepted by both parties in the state of Minnesota and is governed by Minnesota law. The parties consent to the jurisdiction of the Minnesota courts should any legal action ensue.

It is expected that the camper will remain in the Mishawaka program during the entire session. Written notification is required if your camper must leave during the session.

Campers are expected to arrive in good health and able to participate in the program. Please phone the camp if you have a special concern or if your child becomes ill just prior to the start of the session. Camp Mishawaka reserves the right not to admit campers who arrive ill or who have been exposed to communicable diseases.

Illegal Substances, Alcohol, and Tobacco

In accordance with the policies of Camp Mishawaka and the laws of Minnesota, Camp Mishawaka prohibits the possession, use and/or distribution of illegal substances, alcohol, and tobacco products. If your child is found in possession of or using an illegal substance or alcohol, you will be contacted and he or she will be sent home immediately at your expense without refund.

It is illegal in the state of Minnesota for anyone under the age of 18 to use tobacco or tobacco products. If your child is found in possession of tobacco, it will be confiscated and disposed of, and you will be contacted. Campers who violate the tobacco policy are also subject to immediate dismissal without refund.

Inappropriate Behavior

Camp Mishawaka seeks to maintain an environment free from discrimination, violence, intimidation and harassment based on gender, creed, color, national origin, disability, or sexual orientation. Language, behavior and attitudes that intimidate or debilitate campers or staff members are not tolerated.

Camp Mishawaka does not tolerate emotional or physical abuse or the threat of such abuse of one person by another. This behavior may be grounds for immediate dismissal from the program. If necessary, you will be notified, and your child will be sent home at your expense without refund.

Inappropriate sexual behavior is not allowed at Camp Mishawaka and may be grounds for dismissal. All counseling and support staff have been informed and have agreed to comply with the Camp Mishawaka sexual harassment policy.

Emotional or psychological behavior which affects a child's ability to participate in the program or that significantly disrupts the program may constitute grounds for dismissal. If necessary, you will be contacted, and your child will be sent home at your expense. Depending on the circumstances, a prorated refund minus the nonrefundable deposit and administrative fees will be issued, or no refund.

Refunds

A deposit of \$400-800, which is applied toward tuition, is due upon registration. The deposit is fully refundable until January 15. Cancellation after January 15, 2024, will result in forfeiture of the deposit. A cancellation after April 15 will result in forfeiture of the full tuition.

Respect for Property

Participants must respect the personal property of others as well as the facilities and grounds of Camp Mishawaka. The willful destruction and/or reckless disregard for property will not be tolerated. Destruction or intentional abuse of property, including graffiti, may be grounds for immediate dismissal and reimbursement made to Camp Mishawaka. Stealing or shoplifting is also grounds for dismissal.

Weapons Policy

The use, possession, or carrying of any kind of firearm or weapon on the property of Camp Mishawaka is strictly forbidden. Camp Mishawaka retains the right to determine what constitutes a weapon, especially when evaluating potential danger. This also includes fireworks or any other explosive or pyrotechnic device.

Dismissal procedures

In the event a camper engages in behavior that threatens the well-being of the Camp Mishawaka community, the health and safety of any individual, or engages in intentional damage to property, they are subject to dismissal. If circumstances dictate, a camper will be asked to leave the program immediately.

In such instances, no refund will be issued, and parents/guardians are responsible for all costs associated with travel to return the camper to parent/guardian at the first opportunity.

Staff Hiring Policies and Procedures

Camp Mishawaka prides itself on its selection, training, and retention of qualified men and women who serve as counselors and support personnel. From year to year, approximately two-thirds of our staff returns. In recent years almost half were former Mishawaka campers, and the group averaged over 6 years of Mishawaka counseling experience.

In addition to young men and women who serve as cabin counselors, Camp Mishawaka has made it a priority to hire experienced professionals, teachers and college professors whose schedule allows them to serve in the summer. Each year we have a number of married staff that adds a great deal of life experience to the staff.

A selective hiring process seeks to hire qualified individuals who have experience and interest in working with children. All staff attend a week-long staff training prior to the start of regular sessions. In addition to reviewing safety policies and procedures, the staff is trained in skills to promote effective youth development.

Health Care

An important goal at Camp Mishawaka is to provide a safe and healthy experience for each camper. Our healthcare plan is designed to complement your child's growth and development needs as well as provide care for routine illness or injury. Use the health form to describe your child's physical and emotional needs.

Health Care Staff

Julie Purdum, RN, PHN serves as the Health Care Director for Camp Mishawaka. In addition, we also employ an RN, LPN or graduate nurse who works under Julie to meet the daily healthcare needs of campers and staff.

Camp Mishawaka maintains a professional relationship with the Grand Itasca Clinic in Grand Rapids should the need arise for a physician visit. We also maintain relationships with local dentists and orthodontists should their services become necessary.

Health Form

We will use information on the health form to educate our staff on campers' health needs. We will also share information with our food service staff to ensure we are meeting all special dietary needs.

Special Considerations

- Camp Mishawaka expects that children with chronic health concerns are capable self-managers.
- Please complete the additional form included with the health form if your child has asthma or severe allergies.
- The health form should be completed online via your CampInTouch account prior to the start of the camp session
- Please complete all applicable parts of the form.
- **A physical examination is not required.** If you feel like we may be assisted by physician instructions, we encourage you to provide this information.
- Please notify us of any changes in health or contact information after the form has been sent.
- Campers taking medication for emotional or mental health should have a history of taking this same medication and same dosage prior to coming to camp.
- If your child takes medications for ADHD, please consult with your physician before changing the schedule or dosage for their time at Mishawaka.
- Please contact the camp office to discuss any special considerations or concerns.
- Camp Mishawaka maintains an inventory of over-the-counter medications and remedies. These are distributed according to our standing order protocol received from the Grand Itasca Clinic. There is no need to send these types of items unless there is a unique situation.
- Campers are not allowed to keep supplies of any medications, and all such items will be held in the Health Care Center.

Medications while at Camp

All daily medications, prescription and over the counter, should be sent in the original packaging from the pharmacy or drugstore. Clear dosing instructions from a physician must be included. Medications are distributed by our nursing staff throughout the day around meals or at bedtime based on a camper's medication schedule.

Communications with Parents regarding Healthcare

We will make an effort to contact you by phone if your child has a need for out-of-camp healthcare. Please be sure that we know where to reach you during your child's stay. We will also make an effort to contact parents if a child spends a night in the Health Center for any reason. We generally do not contact parents if a child is seen in the Health Center for routine needs

Health Care Charges

There is generally no additional cost for healthcare your camper receives at the Camp Health Center. If your child is seen by a physician, the provider of that healthcare will bill you. **The Grand Itasca Clinic is able to bill your insurance provider directly only if you provide all billing information on the health form. We ask that you attach a copy (front and back) of your insurance card on the Parent Authorization Form available in your CampInTouch account.**

If your camper is prescribed any medication by a physician while at camp, we will bill you directly through your CampInTouch account for this charge. Local pharmacies require payment for prescriptions, and we can provide you all relevant information that allows you to submit this charge to your insurance provider.

Personal Health Needs

We spend a great deal of time training our staff to pay attention to the routine health needs of campers. Personal hygiene practices like regular bathing and tooth brushing are monitored daily. Please take the opportunity to discuss the importance of these daily routines prior to coming to camp.

As noted in the packing list, we suggest that campers bring an **insect repellent** with 30% active ingredient DEET. Studies have shown that this is a safe level and offers the greatest protection against mosquitoes and ticks. Please also consider sending your child with a **sunscreen** with a sun protection factor (SPF) of 30 or more. Both sunscreen and insect repellent will be available from the camp store.



Transportation

General Guidelines

Successful travel to and from Mishawaka is key to an overall positive camp experience. To that end, we strive to ensure proper coordination of your child's transportation needs. Whether your camper will be flying to camp or you will be driving them to Mishawaka, it is important that we are aware of your plans at least two weeks prior to the start of the session.

Complete the Travel Arrangements Form in your online CampInTouch account. Let us know of any changes to your traveling plans.

In the event of a last minute change or emergency that affects a camper's travel arrangements, please contact the camp office at 218-326-5001, or phone or message the travel coordinator at 218-259-4853.

Prior to the start of your child's particular session we will mail a bulletin with information we have in regard to your travel arrangements. Please review this information and notify us of any changes.

Traveling by Plane

Making flight reservations

Camp Mishawaka uses the services of the *Travel One Agency* of Minneapolis. Travel One has many years of experience working with summer camps and their particular travel needs. Travel One negotiates special "camp fares" with Delta Airlines, and these non-published fares are often deeply discounted from fares available to the general public. In addition to offering competitive fares, Travel One assists Camp Mishawaka in making special arrangements with the airline and the airport officials that help ensure the safe and orderly transportation of those campers who fly. Their number is 800-245-1111.

We strongly urge you to use the services of Travel One when making arrangements. The benefits of their experience and service cannot be overstated when it comes to being at the airport on arrival or departure day. If for some reason you elect not to utilize this service, please consult the camp office prior to booking.

Shipping luggage early with Ship Camps

Help your child travel stress-free to camp and skip the hassle of carrying, checking, and claiming baggage. We have partnered with Ship Camps to provide a hassle-free travel-day for you and your camper. Shipping to camp allows campers to send their luggage, trunks, boxes, and sporting equipment straight to their cabin before they arrive at Camp.

<https://www.shipcamps.com/camp-mishawaka>

If you elect to send your camper's luggage with your camper on the plane, you will be mailed a packet of information confirming travel arrangements. Included in this will be brightly colored luggage tags that should be affixed to any checked luggage. This ensures that we easily recognize and recover all camper baggage.

What to Expect on Travel Days

Campers are met at their gate by Mishawaka staff members and escorted to our gathering area. The group then proceeds to Camp Mishawaka by chartered bus, about a 3-hour drive. These are modern coaches with bathrooms and are capable of showing a movie during the trip. Using Ship Camps, campers will arrive at Camp to find their belongings already at their cabin.

Every effort is made to be waiting at the gate of arrival as the flight pulls in. However, if there are delays or many simultaneous arrivals, our staff may be delayed. If flying as an Unaccompanied Minor, the flight attendant

will wait with the camper until our staff arrives. If not flying as an Unaccompanied Minor, instruct your camper to wait at the gate until a Mishawaka staff member arrives.

On departure days, campers are escorted to the gate by a Mishawaka staff member who waits with the camper until the plane departs.

- If your camper does not arrive on his/her scheduled flight, you are contacted immediately.
- As time permits, we encourage children to phone parents upon arrival in Minneapolis, provided they have a cell phone for travel.
- If there are last minute changes in the flight schedule, please phone the camp office. They will be able to reach the staff at the airport to inform them of these changes.
- We will not be able to individually confirm all arrivals to parents. We will contact you if there are any irregularities. No news is good news.

Airline Regulations for Unaccompanied Minors

Most airlines require children under the age of 15 to fly as an **Unaccompanied Minor (UM)**. The airline charges a fee for this service, and following the suggestions below, you can greatly enhance not only the service, but assist us in our efforts on travel days. Please confirm these policies with your airline.

- Purchase a “round-trip” service, unless you are picking your camper up at the end of the session. Have the ticket agent so note this on the form.
- For person meeting at destination write: “**Steve Purdum, 21599 Mishawaka Rd, Grand Rapids, MN 55744; phone: 218-259-4853.**” Our staff will have identification that distinguishes them as Mishawaka staff and a representative of Steve Purdum.
- Up to four children may travel on the same UM form. If you would like to share this fee with other camp families who may share a flight with your camper, contact the camp office prior to the departure day, and we can provide you with the names of other campers.
- Fill out the form for both legs of the trip. Make sure that whoever will meet the child upon return is named on the return form.
- Due to increased security measures, we suggest that you limit the number of carry-on items your camper brings. Please make sure that all items packed in the carry-on are allowed. We will make every effort to ensure the same is done on the return leg of the trip.
- Airlines are strictly enforcing baggage fees and weight limits of 40-50 lbs per piece and number of checked bags. We are strongly recommending using Ship Camps. Reserve your camper’s bags with Ship Camps at <https://www.shipcamps.com/camp-mishawaka>

Travel by Camp Bus

Campers and families may elect to meet the Mishawaka group at the airport on arrival and departure days. We have a staging area at the Lindbergh Terminal - Terminal 1. Please watch for an email with meeting instructions or call the camp office to find out where the group will be meeting, and what time the bus will depart or arrive.

On the way to camp, buses generally leave the airport between 11 am and 1 pm. Buses arrive at the airport on the trip back from camp at approximately the same time. You will need to park and come into the airport with your camper and his or her luggage.

The bus or van will be supervised by Camp Mishawaka staff. Campers must follow all safety rules during transportation to and from Camp, including wearing safety restraints and remaining in their seat while the vehicle is in motion and follow all instructions given by the staff.

This service is included in Camp tuition, though no discounts are made in cases of pick up or drop off.

Driving to Mishawaka

Those who elect to drive to Mishawaka should plan on dropping their camper off between 2pm and 5pm on the opening day of the session. The pickup window on the last day of the session is 9am-10am. Parents or guardians should stop at the camp office to check in and receive further instructions.

Driving Directions

Camp Mishawaka is located approximately 5 miles south of the town of Grand Rapids, Minnesota, just off US Hwy 169 South.

**Our locatable address is:
21525 Mishawaka Rd, Grand Rapids, MN 55744**

- From Minneapolis: Take Interstate 94 West out of Minneapolis to Hwy 101 N. at Rogers, MN. Follow Hwy 101 N until it merges with US HWY 169 N at Elk River, MN. Stay on Hwy 169 until you approach the town of Grand Rapids. Just after crossing the causeway bridge over Lake Pokegama, look for the sign for Mishawaka Road. Turn left onto Mishawaka Road, and the entrance to the camp is 1/2 mile from the corner.
- From Duluth, MN: Take US Hwy 2 from Duluth to the town of Grand Rapids. Turn left onto US HWY 169 S (Pokegama Avenue) and stay on this road through the town of Grand Rapids. Prior to crossing the causeway bridge over Lake Pokegama, look for the Mishawaka Road sign. Take a right onto the Mishawaka Road. The entrance to the camp is 1/2 mile from the corner.

* As the final road construction projects have not been determined at the time of printing, parents are encouraged to check with the Minnesota Department of Transportation at their website to get updates on any delays or detours. Visit them at <http://www.dot.state.mn.us/>

Area Accommodations

If you plan on spending time in the Grand Rapids area in conjunction with your child's arrival or departure, we suggest you contact the Grand Rapids Area Chamber of Commerce for the most up-to-date listing of area accommodations and attractions. You may visit them on the web at www.grandmn.com. **It is not uncommon for hotels to be sold out for weekends far in advance. If you are planning on spending the night as a part of your child's arrival or departure, we suggest you investigate lodging possibilities early. These are just a few of the area Hotels/Resorts. All are just a short drive from the camp.**

Here is a sampling of places to stay:

Timberlake Lodge Hotel
144 SE 17th Street
866-800-2200
www.timberlakelodgehotel.com

IM Hotel by Timberlake
218-327-1108
1702 S Pokegama Ave

Best Western Plus
218-301-0345
2309 SW 1st Ave

Ruttgers' Sugar Lake Lodge
800-450-4555
www.sugarlakelodge.com

Green Heron Bed and Breakfast
greenheronbandb.com
218-999-5795

AmericInn
Phone: (218) 212-1842
1812 Pokegama Avenue S

Country Inn and Suites
2601 S Hwy 169
Phone: (218) 327-4960

Camp Mishawaka Administration

Executive Director, Steve Purdum

Steve came to Camp Mishawaka as a nine year-old boy, and they couldn't get rid of him. He served as a counselor and waterfront director at Mishawaka before assuming the reins in 1990. A graduate of Lawrence University, Steve was previously an instructor and counselor at the Culver Academies. His wife, **Julie Purdum, RN** acts as the Health and Safety director. Their daughter, Shelby, is a former camper and camp counselor and now works in Minneapolis after graduating from Connecticut College. Their son, Harrison, is studying physical therapy and will spend his summer as a counselor at Mishawaka.

Director, Peter Myers

Peter is a longtime Mishawaka camper (11 years) and staff member (9 years) and returns to Camp Mishawaka to serve as a Director after a distinguished career in independent education. Over the course of his career he has served as a humanities instructor, dean of academics, curriculum director and most recently as the interim Head of School of the Upper School at The Santa Catalina school, a boarding and day school in Monterey, CA. He and his wife, Susanna, have two young sons, Owen and James.

Girls Camp Director, Mary Jane Curran

Mary Jane is a graduate of the University of Minnesota and has had a long career as a teacher. 2024 marks her 29th year at Camp Mishawaka, and 28th as the Girls Camp Director. She currently is retired from teaching and is living in Minneapolis. She enjoys traveling and spending time with her family in the winter months. Her sons, Murphy and Kevin, are Mishawaka alumni.

Boys Camp Director, Nate Fuller

As a teacher, coach, and camp professional, Nate Fuller brings a wealth of experience to his role as Boys Camp Director. He and his wife, Ellie, live in Mankato, MN, with their 3 sons and dog. Nate teaches high school history and currently serves as the head golf coach. He had previously served as the head coach of the girls' hockey team. He is also the head of Project for Teens - a service organization at his school. Before coming to Mishawaka, Nate served as the waterfront director and activities director for Camp Winaukee, an all-boys camp in New Hampshire. He is a graduate of the University of Minnesota, Morris.

Office Manager, Cheryl Schrom

Cheryl has been working in the Camp Office since 2016. She lives in the woods near Grand Rapids with her husband Rob and many pets. She has been a part-time pottery instructor during the summer. In 2024, she will be focusing her out-of-the-office time in the Camp Garden. She has three adult children, including Marly, our Girls Camp Assistant Director.

Counseling Staff

Camp Mishawaka is very proud of its counseling staff. In recent years the group has averaged over 6 years of experience at Mishawaka. Many are former Mishawaka campers.

In addition to enthusiastic college students, Mishawaka attracts and retains a number of mature veteran staff who are teachers, college professors or retired professionals. This valuable mix of energy and experience is just one of the factors that set Mishawaka apart.



Fee Information

Tuition is payable in four installments beginning January 15, with the full balance due May 1. This fee includes room and board, use of equipment, instruction, basic supplies for crafts, local overnight camping trips, Mishawaka awards, and plaques. Tuition payments may be made by check, eCheck, or credit card at any time prior to May 1. Camp Mishawaka reserves the right to refuse admission to any camper whose balance is not paid in full at the time of the selected session.

Spending Account

A deposit should be made to offset charges against this account. Spending account deposits can be made via your CampInTouch account at mishawaka.campintouch.com. The money in the spending account can be used by campers at the camp store for purchases of clothing, postage, water bottles, flashlights and other sundry items. There is no need for campers to have cash while at camp. At the end of the session you will receive either an invoice or a refund. A round figure of \$75 per week is suggested.

Other fees (approximate) which your camper may incur and will be added to their CampInTouch spending account: (These costs may vary depending on situation.)

Baggage Fee	\$30-\$120 (based on airline rates)
Canoeing Trip	\$150-\$200 (based on length of trip)
Changeover Activities	\$25
Chaperone Fee	\$20-\$30 (varies)
CIT Night Out	\$25
CIT Trip	\$100-400 based on trip
Day Fishing	\$80
Hiking Trip	\$150-\$310 (based on length of trip)
Rafting Trip	\$88
Horseback Riding	\$120/Two Weeks or \$20 trail ride
Shipping	Varies (items left behind or needing special care sending home)
Special Transportation	Varies (campers needing special arrangements)
Travel Cash	\$15-\$20
Unaccompanied Minor Fee	Varies

