

# BUTLER BEAR CLUBS 2023

## February 6 – March 18

Please direct all questions to: [ButlerBearClubs@gmail.com](mailto:ButlerBearClubs@gmail.com)

The **Butler Bear Clubs** winter enrichment program was created to provide fun activities to keep kids active during the cold winter months as well as an opportunity to try new things. We offer a variety of activities including Science, Arts, Crafts, Sports and Games. This year we are excited to offer some of your old favorites and some NEW exciting options - check them out.

There are opportunities for all children in grades K-6. This is a not-for-profit program coordinated, organized, and run by PTO volunteers. It exists solely to enrich our Butler Students.

On-site classes take place at Butler immediately after school and are held from 4:00 PM to 5:00 PM. Parents must pickup their children promptly at 5:00 PM at the **Main Office doors**. (Note the new location this year.) Off-site classes are run at various locations and at various times. These require transportation to and from the class.

The program runs for six weeks from February 6<sup>th</sup> through March 18<sup>th</sup>, unless otherwise noted. Please check the **Butler Bear Clubs Activity List** for more details.

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**Registration and payments** must be made online in three ordered steps:

1. **Register** for each desired class through **SignUpGenius**
2. **Pay** for each class through **MyPaymentsPlus**
3. Send **confirmation** number to [butlerbearclubs@gmail.com](mailto:butlerbearclubs@gmail.com)

Registration **SignUpGenius** will go live at **6:00 PM on Friday, January 6<sup>th</sup>**. Classes are filled on a first-come, first-served basis. Many classes do meet maximums and will close once those are met.

Payments are made after registration through **MyPaymentsPlus**. To ensure your transaction goes smoothly and you obtain a slot in the class, it is recommended to have an account already created in advance of January 6<sup>th</sup> in case you have some difficulties.

There will be instructions on the SignUpGenius to complete payment. Once payment is complete, please forward or send your confirmation number to [butlerbearclubs@gmail.com](mailto:butlerbearclubs@gmail.com). Received payments will be confirmed. If it is not received and cannot be confirmed, your slot will be given to the first child on the waitlist.

The SignUpGenius and MyPaymentsPlus will close at 11:00 PM on Monday, January 16<sup>th</sup>.

**Late registrations cannot be accepted.**

Class confirmations including room assignments will be emailed the week before the start of classes.

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## **Volunteers & Aides**

We need volunteers to be able to maintain the on-site clubs.

Volunteers can serve as aides in classrooms or as hall monitors.

Aides are needed to support the instructors in the classrooms. Aides sign up to assist with a particular club on a particular day. They are required to be on site from approximately 3:55 PM to 5:05 PM. An aide is paid \$60 for the 6 weeks (\$10/day).

Hall monitors sign up for a particular day. They assist with making sure kids are transported from their classrooms to their clubs. They help with taking attendance at the beginning of clubs. They help with sign-out and parent pickup at the end of clubs. They are required to be on-site from approximately 3:45 PM to 5:15 PM. A hall monitor is paid \$100 for the 6 weeks.

You may sign up to be an aide or hall monitor for multiple days.

Additionally, high school students in need of volunteer hours are eligible to be aides. If you know a high school student who needs volunteer hours (e.g., with the NHS), please have them contact [ButlerBearClubs@gmail.com](mailto:ButlerBearClubs@gmail.com) with specific questions or interest.

If you commit to being an aide or hall monitor before January 5, you can guarantee one spot for one kid in one club. A maximum of 4 seats from each club can be filled in this way on a first-come basis. You may sign up for the volunteer position and preferred club using the volunteer SignUpGenius, but then you must coordinate and be confirmed for this option by contacting [ButlerBearClubs@gmail.com](mailto:ButlerBearClubs@gmail.com). Please email us if you have questions.

A SignUpGenius for Volunteers is available starting December 21 at 6:00 PM until January 5 at 11:00 PM.

Once registration starts on January 6 at 6:00 PM the Volunteer SignUpGenius will still be available, but will be merged with the Registration Sign Up Genius.

Please refer all questions or concerns at any time to: [ButlerBearClubs@gmail.com](mailto:ButlerBearClubs@gmail.com)