



# Activity & Program Guide

## July 2020

### Face to Face & Virtual

SOAR Fox Cities, Inc. ~ 211 E. Franklin Street ~ Appleton, WI 54911



**That's right! We're back & that means YOU are too!!**

Hey Everyone! The SOAR offices will be opening back up and we're slowly starting activities back up. We are beyond excited to see everyone again, but there are a few things we want you to know:

- If you don't feel well, please don't come to SOAR.
- To ensure everyone's health & safety we have implemented new cleaning & sanitizing practices!
- Hand washing rules will be strictly enforced.
- ALL visitors & participants MUST wear a mask if inside the building (during activities too).
- All staff will wear masks in common areas of the building (including during activities).
- Activity attendance will be limited so register early!
- During July you must have an appointment or be registered for an activity to enter the 211 building. If you do not have an appointment or aren't registered for a session you will not be able to enter.

*Please see page 3 & our website for more details regarding COVID-19 precautions & safety!*

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Inserts: None

Office Hours: Monday through Thursday, 9am-5pm (Closed on Fridays)\*

\*Phone: 920.731.9831

Fax: 920.725.1531

E-mail: [info@soarfoxcities.com](mailto:info@soarfoxcities.com)

Website: [www.soarfoxcities.com](http://www.soarfoxcities.com)



# Policies

To be considered as a participant of SOAR Fox Cities, Inc.'s programs and/or services, the following forms will need to be filled out, updated and kept in the participant's file:

- Participant Information Form
- Acknowledgement Form from the Participant/Guardian Handbook

Note: ***The Participant Information Form needs to be updated annually.*** Throughout the course of the year changes may occur with conditions, behaviors, etc. and it is very important that SOAR Fox Cities, Inc. staff is aware of all of these changes. It is a safety precaution for all involved including the participant, staff and volunteers. Please call the office (920-731-9831) with any changes.

**Parking** When parking at our building during business hours, please use the parking stalls designated for 211 E. Franklin Visitors. If you park in other companies' stalls you risk being towed.

**Inclement Weather Policy** Out of concern for safety, bad weather occasionally forces the closing of a SOAR Fox Cities, Inc. program or service. If it becomes necessary to close SOAR Fox Cities, Inc. for any reason, SOAR FC staff will attempt to notify all participants who are signed up for the program or service of the closure. The program or service may be re-scheduled. Please watch local news channels (WBAY, WFRV, WLUK), check our website and Facebook pages for real time updates on cancellations. Most day-of cancellations will be made by 2:00pm the day of the activity. After office hours, please call 920-931-2530 for Adult Programs information.

**Payment Policy** We will NOT be able to collect payments at activities. Do not give staff your payment—we need to collect it at the office, via mail, or via our website, PRIOR to all activities. If you visit our office before/after hours, please deposit your labeled payments in the mail slot. We encourage your use of envelopes. The use of SOARcash is encouraged for those needing minor financial assistance, when it is available (based on allowed funding). Call for a SOARcash application. For any questions regarding bills/invoices, please ask for extension 100. If you are registering for an activity and tickets need to be picked up, feel free to send a self-addressed stamped envelope along with your payment, or pay an extra \$1.00 to have the tickets mailed to you, or stop by our office. Watch our on-line calendar for advance planning of activities to fit your budget, and meet registration deadlines.

**Cancellation Policy** If you are unable to attend an event, you must cancel at least 5 days in advance. If you do not cancel in advance you will be liable for the program fees.

**Notice** SOAR Fox Cities, Inc. and its Programs are not responsible for accidents or injuries that may occur to participants or attendees during activities. SOAR Fox Cities, Inc., its employees and volunteers are not liable for any and all claims demands, losses, damages, actions, rights of action of whatever kind or nature arising out of, in consequence of, or on account of any injuries or incidents which may occur due to participation in a SOAR activity.

# Volunteering

Did you know that the volunteer opportunities with SOAR are almost endless!? Aside from volunteering at programs, we LOVE it when members help out at special events. Occasionally we also have special office projects, like folding and stuffing mailings, that we need help with! If you want to learn about these and more opportunities, please call Renee Roble, AmeriCorps Volunteer Coordinator, at 920-731-9831, x127.

***Some current needs are: "Office Angels", special event committee members, assisting with Special Olympics' Track & Field.***



*Volunteer with SOAR today!*





## SOAR Fox Cities Board of Directors

Bryan Mueller, *President*  
Laura McCormick, *Vice President*  
Gary Weber, *Treasurer*  
Heather Sorebo, *Secretary*

Polly VandenBoogaard   Paul Meyer   Mark Robinson   Reg Wydeven



Hello Friends of SOAR!

It feels so amazingly good to say to you: WELCOME BACK!! After several long months we are excited to begin the process of starting programs again and seeing all of your wonderful faces!

There are few things I want to share with you related to our offices opening back up and activities starting. You read some of the rules on the first page, but I want to remind you all that the health & safety of each and every one of you is our #1 priority! The precautions we are taking come from that place of concern for you, but as always, if you have any questions please know that you can contact me!

As we move forward through these uncertain times, please be sure to watch our website, Facebook page & your emails for updates on programming, schedules & the safety precautions we are taking. As we continually work with local health officials, the Wisconsin Department of Health, and the Centers for Disease Control things may change on short notice and our website, Facebook Page & your emails are the best places to find up to date information.

I also want to remind folks that through July, activity registration will be VERY limited. Some classes will only allow as few as 4 people to register. This is, again, for your health & safety - We want to make sure we can abide by social distancing requirements. For those that are unable or don't feel safe joining in person, we have some other options available to you like craft and baking kits that can be picked up at SOAR. We're also continuing our virtual programming via ZOOM, Facebook & YouTube so please be sure to check us out there.

*Erin Schultz, Executive Director*

## SOAR Fox Cities Staff can be reached at 920.731.9831

**Erin Schultz**, Executive Director, x116  
**Ashley Gustafson**, Director of Community Engagement, x114  
**Jolene Verstegen**, Financial Administrator, x115  
**Julie Biesterveld**, TBI Support Program Coord., x113  
**LeeAnn Stein**, Director of Adult Programs, x112  
**Lindsay Wollerman**, Fundraising & Grant Manager, x111  
**Lisa McCallister**, Youth Services Manager, x110

**Lisa Volkman**, Special Olympics Coordinator, x109  
**Paula Maurer**, Adult Program Coordinator, x124 or 920.931.2530 (after 5pm)  
**Harper Smith**, TBI Support Program Navigator, x118  
**Tammy Wittmann**, Family Programs & Community Resource Coordinator, x122  
**Zach Wroblewski**, Accounting Clerk, x100

## Registering for all activities is required!

1. Select the activities that fit your schedule.
- 2. Be sure to register 7 days (one week) before an activity that you want to attend, unless a specific registration date is noted in the description of the activity.**
3. Complete the enclosed registration form and return it to our SOAR office with payment. You can pay on-line at [www.soarfoxcities.com](http://www.soarfoxcities.com), send a check, or stop at our office. Payment must be made prior to an activity.
4. Note that dances require tickets for admission. Staff/caregivers attending need to get a complimentary ticket at the SOAR office.

# Calendar-at-a-glance

## Program Type KEY

Youth Programs Y  
 Adult Programs A  
 Adult Ed Programs AE  
 Advocacy Programs ADV  
 Family Programs F  
 Community Ed CE



## July 2020

Su	Mo	Tue	We	Th	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

July	Program Choice	Time	Page	Cost member/non-member	IRIS Code	Staffed by:	Type KEY
6	Dinner & Movie	5:30pm-8:30pm	7	\$15/\$30/*\$15	F	Paula	A
7	VIRTUAL Cooking Class	11:00am	7	FREE	-	LeeAnn	AE
8	Coffee Connections	10:30am-11:30am	6	FREE	-	Tammy	F
9	Baking Class	10:00am-Noon	7	\$10/\$20	F	LeeAnn	AE
9	Craft - Evening	5:30pm-7:00pm	7	\$8/\$16	F	Paula	A
12	Lunch & Craft	11:00am-2:00pm	7	\$35/\$70/*35	C	Paula	A
13	VIRTUAL Cooking Class	11:00am	8	FREE	-	LeeAnn	AE
13	Family Miniature Golf Night	4:30pm-6:00pm	6	\$6.30/person - pay @ the course	C	Tammy	F
14	Art Class (Virtual & F2F)	9:30am-11:00am	8	\$10/\$20	F	LeeAnn	AE
14	Mini Golf w/ Paula!	5:30pm-7:00pm	8	\$12/\$24/*\$8	C	Paula	A
14	People First	6:00pm-7:00pm	6	FREE	-	LeeAnn	ADV
15	Outside Games	5:30pm-7:00pm	8	\$7/\$14	C	Paula	A
16	VIRTUAL Show & Tell	11:00am-Noon	8	FREE	-	LeeAnn	A
16	VIRTUAL TnT Games	1:30pm-2:30pm	5	FREE	-	Lisa M.	Y
21	VIRTUAL Baking Class	11:00am	8	FREE	-	LeeAnn	AE
22	VIRTUAL Parent/ Caregiver Happy Hour	6:30pm-7:30pm	7	FREE	-	Tammy	F
23	TnT	6:30pm-8:00pm	5	FREE	-	Lisa M.	Y
26	Lunch & BINGO	11:00am-2:00pm	8	\$25/\$50/*\$15	F	Paula	A
27	Dinner & Craft	5:30pm-8:30pm	9	\$35/\$70/*\$20	F	Paula	A
28	VIRTUAL Sewing Class	11:00am-Noon	9	FREE	-	LeeAnn	AE
29	Games	5:30pm-7:00pm	9	\$7/\$14	F	Paula	A
30	Cooking Class	10:30am-Noon	9	\$10/\$20	F	LeeAnn	AE
30	VIRTUAL TnT Games	1:30pm-2:30pm	5	FREE	-	Lisa M.	Y

The SOAR Offices will be CLOSED on Monday, July 20th for our Annual Golf Outing @ Royal St. Patrick's.  
 Registration is still open!

# SOAR Fox Cities - where YOUTH fit in!

## YOUTH PROGRAMS (Y)

**Kidz Klub**—Kidz Klub is a collaborative after-school program between SOAR Fox Cities and area school districts which targets children in Elementary Schools. Kidz Klub is a peer-to-peer social group for youth with and without disabilities held at a school within the participating school district.

- The purpose of Kidz Klub is to build relationships and positive interactions with peers through cooperative games and team building.
- Kidz Klub expands social circles, awareness of varying abilities, and exposure to youth throughout the community.
- Specialized transportation will be provided to the host school for youth enrolled in Special Education who are eligible for transportation services. Parents will need to pick their child up from the host school where Kidz Klub takes place by 5pm.
- Neenah School district is currently using this after-school program for elementary ages. Youth take part in fun group games and activities. Check with your teachers about this during the school year!

**Teen Stop**—Teen Stop has the same collaboration as described above for Kids Klub, but focuses on Middle School aged children. Neenah School district is currently using this after-school program for middle school. Great games and activities are planned by middle school peers. Held during the school year only.

**TnT**—Youth ages 13-23 from any Fox Cities school district can come and meet new people, try fun group games, trivia questions and laughs. This positive interaction between peers allows them to gain exposure to each other, which leads to understanding and results in acceptance for each person involved. All teen participants take part in large and small group activities such as singing, sharing and games, engage in cooperative learning experiences and have opportunities for leadership development. Held 6:30-8:00pm at First Congregational United Church of Christ, 724 E South River St., Appleton. There is no cost for this program.

**Special Olympics**—Did you know Special Olympics begins at age 8?? Please see the Special Olympics section in this newsletter for sports offered by SOAR Fox Cities, and become part of the 3rd largest Special Olympics agency in the state of Wisconsin!!



### Quick Reference

Youth Services Manager: Lisa McCallister, 920-731-9831 x110, [lisa@soarfoxcities.com](mailto:lisa@soarfoxcities.com)

### If you are a TEEN or a young adult (thru age 23), join:



- **VIRTUAL TnT—Thursday, July 16th ~ 1:30pm** Join us on ZOOM to play Jackbox games!!
- **TnT—Thursday, July 23rd ~ 6:30pm** We are planning to host our 1st In-person TNT!!! We're having a meeting in the SOAR Parking Lot. Please enter the Pfefferle parking lot from Morrison or Durke Street, as we will have the SOAR parking lot blocked off for safety. We will observe social distancing and be sanitizing throughout the activity. CAN'T WAIT TO SEE EVERYONE!!
- **VIRTUAL TnT - Thursday, July 30th ~ 1:30pm** We will play game virtually to help break up our summer days!

### **KITE Kamp** is just around the corner!!

*What is KITE Kamp?!* It's a 4-day long Day camp for youth ages 6-16. We meet daily at the Fox Crossing Community Center from 8:00am-3:00pm & every day is full of fun & learning!!

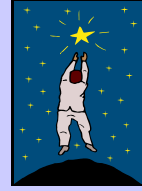
This year's KITE Kamp dates are August 17th - 20th

All registration forms can be found on our website under Youth Programs. [Register by August 7th](#)



## People First Fox Cities—

A group that encourages and trains individuals to speak up and advocate for themselves. There is no cost to attend. Everyone is welcome!



- ◇ **Tues., July 14th, 6:00pm-7:00pm** We'll be meeting virtually this month! Please sign up to receive the meeting link! If you've never attended People First or used Zoom before, please reach out to LeeAnn. She'll get you hooked up & in on the action!

SOAR Staff: Director of Adult Services—LeeAnn Stein, 920-731-9831 x112, or [leeann@soarfoxcities.com](mailto:leeann@soarfoxcities.com)

## Brain Injury Support Group

This support group is open to survivors who have had a brain injury as well as family members & caregivers of those that have survived a traumatic brain injury.

The group meets at various times. To be safe, we're meeting out side this month! See the dates, times, & locations for each below!



- **Thurs., July 9th** 6:00pm @ Pierce Park (Register by July 8th)
- **Thurs., July 16th** 9:30am @ Pierce Park (Register by July 15th)
- **Thurs., July 23rd** 6:00pm @ Pierce Park (Register by July 22nd)
- **Mon., July 27th** 6:00pm via ZOOM (Register 24 hours in advance)
- **Thurs., July 30th** 9:30am @ Pierce Park (Register by July 29th)

These groups are our first return to face to face groups & attendance will be limited for safety. Those wishing to attend **MUST** email Julie at [Julie@soarfoxcities.com](mailto:Julie@soarfoxcities.com) to reserve a spot.

## Coffee Connections! Wed. July 8th

**10:00-11:30am via ZOOM**

This is a support group for parents, guardians and caregivers looking to explore current trends and topics of interest.



This month's guest is Teresa Gross, a professional counselor and owner of "A Village" LLC. One aspect of her practice includes how to incorporate positive thoughts and behaviors into one's life and the positive outcomes that may result. The team at "A Village" LLC also addresses concerns ranging from depression and anxiety to guilt and grief.

Watch for an email with the link information and details regarding the guest speaker and her topic. If you are not on the Coffee Connections contact list, email Tammy at tam-

## Family Miniature Golf!!

Join us on Monday, July 13th from 4:30-6:30pm at On the Fringe Golf Course (1024 Cameron Way, Neenah - Next to Ground Round) for a fun night of mini golf!

Summer is all about getting out on the course - the miniature golf course that is! Join a few friends as we navigate through the 18-hole miniature golf course at On the Fringe. On the Fringe is aware of the importance of social distancing and keeping everyone safe and healthy. For those reasons, the bathroom facilities are locked and not available to customers; the building is closed so all transactions occur at the walk-up window; no more than 4 people in a group (if you have a larger group, you will be asked to split into two smaller groups); social distancing between holes is recommended; and clubs and golf balls are sanitized after each use. Sign up on the SOAR webpage. Be sure to include the total number of people in your party. See you on the miniature golf course!

Pay onsite - Golf is \$6.30/person. Prepackaged ice cream treats are available for \$3.50/each. Please pay with a credit/debit card to avoid workers having to handle money.

**Register by July 7th! There are only 14 spots available!**

## VIRTUAL Parent Happy Hour - SOAR Together!

Wed., July 22nd ~~~ 6:30-7:30pm ~~~ ZOOM

SOAR Together friends - it's time to catch up and connect with one another. Sit down with your favorite beverage and snack and relax. The goal of this virtual happy hour is to touch base with one another, share stories, and laugh. Look for an email with the link to the meeting. If you are not on the SOAR Together contact list, email Tammy for the meeting info at [tammy@soarfoxcities.com](mailto:tammy@soarfoxcities.com). Cheers!



### Quick Reference

Director of Adult Services: LeeAnn Stein, 920-731-9831, x112

Program Coordinator: Paula Maurer, 920-731-9831 x124, (920-931-2530 after 5pm) or [paula@soarfoxcities.com](mailto:paula@soarfoxcities.com)

### Dinner & Movie (Face to Face!)

5:30-8:30pm at SOAR Fox Cities Building, Lower Level Activity Room

Fee: \$15 or \$30 non-members \$15 for caregivers

We'll have pizza, salad, dessert & then settle in to watch the movie *Playing with Fire*

- **Mon., July 6th** Register by July 4th.

### VIRTUAL Cooking Class - Ratatouille

11:00am on the SOAR Facebook Page

Fee: FREE!!

You've seen the movie, now learn how to make the roasted vegetable dish with LeeAnn!

- **Tues., July 7th** No need to register in advance, just tune in!!

### Baking Class (Face to Face!!! PLEASE BE 20 MINUTES EARLY TO DISCUSS COVID-19 SAFETY PROTOCOLS!)

10:00am - Noon at the SOAR Fox Cities Building, Lower Level Activity Room

Fee: \$10 or \$20 for non-members

We're making a Filipino coconut bar! YUM!!!

- **Thurs., July 9th** Register by July 6th

\*\* Registration is VERY limited, but you can also join via Zoom! Once the spots fill up we'll send Zoom invites to everyone else that registered, but did not get an in-person seat.

### Crafts - Evening (Face to Face!)

5:30-7:00pm at the SOAR Fox Cities Building, Lower Level Activity Room

Fee: \$8 or \$16 for non-members

- **Thurs., July 9th-** Each person will make 2 herb terra cotta planters to take home!  
Register by July 6th.

### Lunch & Craft (Face to Face & on a weekend!)

11:00am-2:00pm at the SOAR Fox Cities Building, Lower Level Activity Room

Fee: \$35 or \$70 for non-members Caregiver fee: \$35

- **Sun., July 12th** Lunch will be taco salad and a dessert, then we'll paint pottery from *The Fire*. After you've painted your pottery, Paula will take them back to *The Fire* to be fired. You'll be able to pick up your finished pieces at the office and Paula will let you know when you can pick them up. Register by July 7th

### **Virtual Cooking Class - In Season**

11:00am on the SOAR Facebook Page

Fee: FREE!!

"In season is the best time to buy fruits and veggies. It is when produce is cheaper and most flavorful. We'll be using fresh strawberries to make fruit pops.

- **Mon., July 13th** No need to register in advance, just tune in!!

### **Art Class (Face to Face & ZOOM)**

9:30-11:00am at the SOAR Offices, Lower Level Activity Room

Fee: \$10 or \$20 for non-members

- **Tuesday, July 14th** We'll be sculpting with clay.



In person at SOAR is limited to 5 people. Or join via Zoom at 10 am for as long as you wish. after you sign up LeeAnn will contact you for clay pick up and Zoom link.

Register by July 7th

### **Mini Golf (Face to Face)**

5:30pm-7:00pm at Badger Sports Park (3600 E. Evergreen Dr., Appleton)

Fee: \$12 or \$24 for non-members Caregiver fee: \$8

- **Tues. July 14th** Drop off & pick up at Badger Sports Park. We'll play a lively round of mini golf! Bring your own money for refreshments at the theater.

Register by July 9th.

### **Outside Games (Face to Face)**

5:30-7:00pm at City Park

Fee: \$7 or \$14 for non-members

- **Wed., July 15** Drop off & pick up at the SOAR Building. We'll walk to City Park to play game outside. Fingers crossed it's warm enough - If it is, we will have a water balloon toss!!

Register by July 13th.

### **VIRTUAL Show & Tell**

11:00am - Noon on **ZOOM**

Fee: FREE!!

- **Thurs., July 16th** Join LeeAnn for a time to share & show off what you've been working on the last few months. Share your hobby, craft, artwork, favorite new recipe or anything you would like to share!

Register by July 9th.

***\*\*Just remember - You MUST register in advance for ZOOM Meetings so we can send you the meeting link!\*\****

### **VIRTUAL Peach Jam**

11:00am on the SOAR Facebook Page

Fee: FREE

- **Tues., July 21st** Join LeeAnn to learn how to make reduced sugar freezer jam. Compare it to the high sugar stuff - We bet you can't tell the difference!!

### **Lunch & Bingo (Face to Face)**

11:00am-2:00pm at the SOAR Offices, Lower Level Activity Room

Fee: \$25 or \$50 for non-members Caregiver \$15

- **Sun., July 26th** Lunch will be chicken noodle soup, a sandwich & dessert. Then BINGO!

Register by July 22nd



### Dinner & Craft (Face to Face)

5:30pm-8:30pm at the SOAR Fox Cities Building, Lower Level Activity Room

Fee: \$35 or \$70 non-members      Caregiver \$20

- **Mon., July 27th** We will have tater tot casserole, salad, fruit and dessert, then crafts!  
Register by July 22nd

### VIRTUAL Sewing

11:00am-Noon on the SOAR Facebook Page

Fee: FREE!

- **Tues., July 28th** Tune in to learn some simple sewing projects from LeeAnn. She'll be showing you an easy felt dog & cat project. You'll also learn how to sew a button and make a simple straight stitch!

### Games (Face to Face)

5:30pm-7:00pm at the SOAR Fox Cities Building, Lower Level Activity Room

Fee: \$7 or \$14 non-members

- **Wed, July 29th** Join friends for a fun night of games! Register by July 28th

### Cooking Class (Face to Face)

10:30am-Noon at the SOAR Fox Cities Building, Lower Level Activity Room

Fee: \$10 or \$20 non-members

- **Thurs., July 30th** Join LeeAnn to make your own lunch (and enjoy it!). Class size is limited!! So register early.  
Register by July 23rd

### WE MISS OUR SPECIAL OLYMPIANS!!!

There hasn't been a lot happening with Special Olympics because all Special Olympics activities have been canceled for a while, but we want you to know WE MISS YOU & we have some recreational sports opportunities happening!!!

Call or e-mail Lisa Volkman, Program Coordinator, for more information. 920-731-9831, ext. 109  
or [lisav@soarfoxcities.com](mailto:lisav@soarfoxcities.com)



Participant Name \_\_\_\_\_

Date of Activity	Activity Name	Cost
	Consider SOAR'n Up by adding a donation below in the Totals!	

Submit total amount due to:

SOAR Fox Cities

211 E Franklin St., Suite A

Appleton, WI 54911

Registration and Payment required prior to activities.

Pay by cash, check (# \_\_\_\_\_), or on-line.

Total: \_\_\_\_\_

SOAR UP \$ \_\_\_\_\_

New Total: \_\_\_\_\_

# July 2020

(920) 731.9831  
211 E Franklin St.  
Appleton, WI 54911  
info@soarfoxcities.com



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10	11
	Dinner & Movie Page 7	Virtual Cooking Class - Ratatouille Page 7	Virtual Coffee Connections Page 6	Baking Page 7  TnT 6:30p Page 5  Craft - Evening Page 7		
12	13	14	15	16	17	18
Lunch & Craft Page 7	Family Minature Golf Night Page 6	Virtual & F2F Art Class Page 8  People First Page 6  Mini Golf w/ Paula Page 8	Outside Games Page 8	Virtual Show & Tell Page 8  Virtual TnT Games1:30pm Page 5		
19	20	21	22	23	24	25
	SOAR Office CLOSED!  29th Annual Golf Outing - Golf for Inclusion at Royal St. Patrick's Golf Links!	Virtual Peach Jam Page 8	Virtual Parent/Cargiver Happy Hour Page 7	F2F TnT 6:30pm Page 5		
26	27	28	29	30	31	
Lunch & Bingo Page 8	Dinner & Craft Page 9	Virtual Sewing Page 9	Games Page 9	Cooking Class Page 9  Virtual TnT Games1:30pm Page 5		

Hello Friends of SOAR!

We are happy to share that our offices are slowly opening up to the public and this includes getting back to our normal activity schedule. It will be a little while before we are back in the full swing of things, but as we get back to our new normal there are some things we want to share with you.

Our #1 priority during these uncertain times is your health & safety and because of that we've implemented the following precautions:

- Until June 30<sup>th</sup> only employees of SOAR Fox Cities will be allowed into the building.
- After July 1<sup>st</sup> visitors will be allowed into the building but **only by appointment or for activities.**

**YOU MUST HAVE AN APPOINTMENT OR BE REGISTERED FOR AN ACTIVITY TO COME TO THE SOAR OFFICES.**

**PLEASE CALL AHEAD FOR AN APPOINTMENT.**

- SOAR's business hours will be limited to 9:00am-3:00pm until August 1<sup>st</sup>. The only exception being activities. Outside of these hours there may not be a staff person in the office. Please leave a message or reach out via email at [info@soarfoxcities.com](mailto:info@soarfoxcities.com) and we will respond as soon as we are able.
- The front doors of the building will be locked all day. You will need to call SOAR or use the buzzer to the left of the doors for entry. **Again, if you do not have an appointment you WILL NOT be allowed to enter the building & will be asked to come back at a later time.**
- **Please register and pay for ALL activities on our website.** If you must pay by check or cash, please complete the registration form, place it in an envelop with your payment and use the mail slot to the right of the front doors. **You will not be allowed to enter the building to register or pay for activities.**
- You will be asked some basic health screening questions before being allowed to enter the building including:
  - Are you feeling ill?
  - Have you experienced any cold or flu-like symptoms including fever, cough, shortness of breath, runny nose, soar throat, chills, body aches, fatigue, headache, loss of taste/smell, eye drainage, congestion, or other respiratory challenges in the last 14 days (that you can't attribute to a different diagnosis/illness like allergies)?
  - Have you been exposed to someone being tested for COVID-19, someone who has been confirmed positive for COVID-19, or who has symptoms like those listed above?
  - Have you traveled outside the State of Wisconsin in the last 14 days?

**If you answer yes to any of the above questions you WILL NOT be allowed to enter the building.**

**Please, if you do not feel well, stay home!**

We have suspended the cancellation policy until August 1<sup>st</sup>, but please be mindful when registering that activity capacity is limited. Do not register if you do not intend to attend.

- A staff person will admit you to the building and after you've entered you will need to sign a visitors log. We will help you with that.
- **Masks are required for all visitors, participants, and staff entering the building and must be worn during your entire time in the building, including during activities.** If you do not have a mask, we may have one available for you. **If you do not wear a mask, you will not be allowed to enter or stay in the building.**
- For your safety, all staff will wear masks during activities and in any common space throughout the building.
- Elevator capacity will be one (1) person unless you are of the same group home or with your caregiver/family.
- **Handwashing and social distancing requirements will be strictly enforced.** We will have hand sanitizer available for your use throughout the building and requiring its use between handwashing.
- **All waiting areas within the building are off limits and cannot be used.** We understand that, on occasion, your ride may drop you off early or pick you up late (i.e. VT2) and this is uncontrollable to you. We have made arrangements to accommodate this. Please check with your program coordinator. Do not come extremely early for activities (i.e. more than 20 minutes prior) – You will not be allowed to wait inside the building.
- All activities will operate with a limited capacity. Please understand this when registering.
- Work stations during activities will be set up to meet social distancing requirements (6 feet apart).
- If you need to pick up a project from the office or an activity box, please call ahead to make arrangements – We'll meet you in the parking lot so you do not have to enter the building.
- We understand you're excited to see your friends and the SOAR staff again, but do not hug, high-five, or stand closer than 6 feet before, during, or after activities.

The SOAR staff have also implemented many safety precautions to ensure we're doing everything we can to ensure your health and safety. Staff precautions being taken include:

- All staff are required to check their temperature before coming to work. If someone registers a temperature over 100 degrees they are not to come to work.
- Staff are answering the health assessment questions listed above daily & will not come to work if they answer yes to any of the questions.
- All staff are required to sign in/out of the building whenever they are there.

- All staff will wear masks when entering/exiting the building including while in common spaces throughout the building and during activities.
- Staff are following strict handwashing, sanitizing, and cleaning procedures throughout the day including wiping down any high-touch surfaces as they use them, cleaning all activity rooms before and after an activity, regularly using hand sanitizer, and always maintaining an appropriate social distance of 6 or more feet.
- If any staff person tests positive for COVID-19, it will be reported. If you were in the building on the same day as that staff person, you will be notified of the potential exposure and our offices will immediately close.

We understand that you're all excited to get back to activities and seeing your friends, but ask that you be patient with us as we adjust to this "new normal." We feel strongly about erring on the side of safety when it comes to the health and wellness of all of you as well as our staff, volunteers, and loved ones. Programs will continue to shift as we move closer to operating at full capacity and we will continue to communicate those changes with you through email, our website and our Facebook page.

As always, please do not hesitate to contact us if you have any questions about the precautions we're taking to keep you healthy & safe! You can reach me directly via email at [erin@soarfoxcities.com](mailto:erin@soarfoxcities.com) or call me at 920-731-9831 x116. If I don't answer please leave a message and I will get back to you as soon as possible.

One last thing – WE ARE SO VERY EXCITED TO SEE ALL OF YOU!!! You've been very missed & we're excited to be restarting programs!

Erin N. Schultz, MSW  
Executive Director