

# SCOUTS BSA RESIDENT CAMP LEADERS GUIDE



# SUMMER 2025

[WWW.MICHIGANSCOUTING.ORG](http://WWW.MICHIGANSCOUTING.ORG)

---

**CAMP ROTARY**

---

## DEAR SCOUTS AND SCOUTERS:

Welcome to the 2025 Summer Camping Season at Camp Rotary. It is our hope that you can join us as we celebrate the 100th Anniversary of Camp Rotary. We are making plans to celebrate all year long!

This guide has all of the important information you will need for your stay at Camp Rotary. It is designed not only for unit leadership, but also for parents and youth leaders. Please make plans to review it completely.

We have listened to your feedback and are working on making some changes thanks to your suggestions. We have added new Merit Badges and programs, and reworked some activities to make things better. We look forward to seeing you and your Scouts participate in all that Camp Rotary has to offer.

Our 100th Anniversary summer is fast approaching and waiting for you to enjoy. Please reach out to me if you have any questions. I can't wait to see you this summer.

Let the Adventure Begin

Cheryl Burrows  
Camp Director – Camp Rotary  
Cheryl.burrows@scouting.org  
810-625-6059

---

### SCOUTING AMERICA MISSION STATEMENT

It is the mission of Scouting America to prepare young people to make ethical choices over their lifetimes by instilling in them the values of the Scout Oath and Law

### SCOUT OATH

On my honor I will do my best,  
To do my duty to God and my country, and  
To obey the Scout Law. To help other people  
at all time, To keep myself physically strong,  
mentally awake, and morally straight.

### SCOUT LAW

#### A Scout is:

Trustworthy, Obedient, Loyal,  
Cheerful, Helpful, Thrifty,  
Friendly, Brave, Courteous,  
Clean, Kind & Reverent

---

*It is the policy of the Michigan Crossroads Council to ensure a camping experience without discrimination or harassment on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, disability, marital status, citizenship, national origin, genetic information, or any other characteristic protected by law. The Michigan Crossroads Council prohibits any such discrimination or harassment.*

# TABLE OF CONTENTS



## WELCOME

- |  |                           |
|--|---------------------------|
| <b>3 ... Contents</b>                          | <b>7 ... Camp History</b> |
| <b>5 ... Introduction<br/>Using this Guide</b> | <b>8 ... Campsites</b>    |

## CAMP PROGRAM

- |                                      |   |                                      |
|--------------------------------------|---|--------------------------------------|
| <b>10 ... Program Areas<br/>gram</b> | <b>20 ... Merit Badge Guide</b>                                   | <b>27 ... Restricted Activities-</b> |
| <b>16 ... Program Schedule</b>       | <b>22 ... MB Capacities &amp;<br/>Pre-Req's</b>                   | <b>28 ... Project COPE</b>           |
| <b>17 ... PATH Schedule</b>          | <b>23 ... Camp Awards</b>   | <b>29 ... Camp Wide Activities</b>   |
| <b>19 ... Adult Activities</b>       | <b>24 ... Order of the Arrow</b>                                  |                                      |
| <b>20 ... Merit Badge Info</b>       | <b>25 ... Additional Program<br/>Information &amp; Activities</b> |                                      |



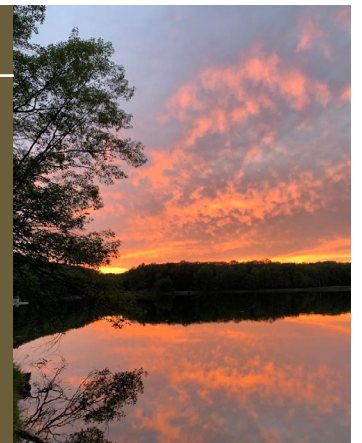
## CAMP FACILITIES & SERVICES

- |   |  |
|---|--|
| <b>33 ... Trading Post   Camp Equipment<br/>Quartermaster</b> | <b>37 ... Campsite Electricity</b>                       |
| <b>34 ... Trash Removal   Fire Protection</b>                 | <b>38 ... Fishing</b>                                    |
| <b>35 ... Fireworks &amp; Ammunition   Camp Mail</b>          | <b>39 ... Bicycles in Camp</b>                           |
| <b>36 ... Camp Phone   WiFi</b>                               | <b>40 ... Chaplain Services &amp; Religious Programs</b> |
|   | <b>41 ... Health &amp; Safety</b>                        |



## CAMP ADMINISTRATION

- |   |   |  |
|---|---|--|
| <b>43 ... Camp Management<br/>Visitations   CIT Program</b> | <b>48 ... Camp Check-out</b>                                | <b>55 ... Vehicles</b>                 |
| <b>44 ... Camp Security</b>                                 | <b>49 ... Food Service</b>                                  | <b>56 ... Emergency<br/>Procedures</b> |
| <b>44 ... Visitor Policy</b>                                | <b>52 ... Fireguard Plan &amp;<br/>Chemical Fuel Policy</b> | <b>57 ... Camp Map</b>                 |
| <b>45 ... Unit Equipment Checklist</b>                      | <b>53 ... Camp Policies</b>                                 |  |
| <b>46 ... Camp Check-in</b>                                 |   |  |



---

# WELCOME TO CAMP ROTARY

---

Welcome to Camp Rotary! Summer, Fall, Winter, Spring - it matters not what time of the year you are interested in. Camp Rotary is the place to be. There is never a dull moment in the adventure of learning and experiencing all that the natural world has to offer. There are few places that can offer you the beauty, silence, atmosphere, privacy, ecology, wildlife, friendship, staffing, good food, adventure, outdoor program, and the all around perfection found at Camp Rotary!

No matter the time of year, Camp Rotary is ready and able to meet the needs of most individuals and groups. Summer Long Term Camping is the specialty for Scouts BSA Troops and Venturing Crews from around the country. Often referred to as “The Best in the Country”, Camp Rotary has a long and highly respected history in the Scout Summer Camping community. Units from around the country have heard of the “Excellence of Program” that is the standard of performance displayed at Camp Rotary. These many years of experience in this field have led to a refinement in the Scout Camp Program seldom achieved by others.

Weekend camping, weeklong camping, tent camping, cabin camping, dining lodge food service, patrol style cooking in your cabin or campsite are all available on a year around basis. Conferences, Retreats, Scout Units, Schools, College Fraternity and Sorority groups, Church Youth Groups, Fire Department training, School Football Team practicing and Band Camp programs are just some of the types of groups that have found Camp Rotary to be the place to make their programs come alive.

Just think - 1,100 acres of forests, lakes, streams and trails, populated by hundreds of creatures who make their homes in the lush surroundings of Camp Rotary. Located within the boundaries of these beautiful acres, you will find cabins to house up to 40 people each. The cabins are equipped with indoor sanitary facilities, kitchen equipment, electricity and even heat for those cold winter nights. There are meeting rooms, dining rooms, rest rooms and great food to be found in the Central Lodge. Just up from the parking lot and office, and on the way to Central Lodge, you will find the well-equipped Ecology Center. Majestic displays of the Natural World around us, warm heated meeting space in the winter and an outstanding alternative classroom facility just waiting for you and your group. You might also check out the Kipayshowink Lodge.

Summer Camp allows a Scout to share in fellowship and learn about and exchange experiences with other Scouts. This type of interaction is what Scouting is all about. Summer camp is just one place where we can encourage and develop it. The greatest reward from camp will be the lasting memories each Scout will carry with them for the rest of their life.

***Let the Adventure Begin!***



**FOLLOW CAMP ROTARY ON FACEBOOK, TWITTER, AND INSTAGRAM!**

Just search for #CampRotaryBSA



---

# HOW TO USE THIS GUIDE

---

This “Leader’s Guide” is intended to be multi-use; being split into sections that make it easier for the unit to use as a whole. The guide is meant to be taken apart, and the appropriate sections given to the members of your Unit that will be responsible for each section. Below will describe the best use of this Leader’s Guide:

## PROGRAM SECTION

The PROGRAM SECTION of this guide is intended for:

- The youth in your Unit
- Your summer camp coordinator
- The person who enters merit badges and program sign-ups into the system

This section is the first section of the Leader’s Guide and is tabbed out in **BLUE**. This section contains the following:

- Program Area descriptions
- Merit badges offered and the times/locations they are offered
- A list of merit badge pre-requisites
- The PATH (First-Year Camper) Schedule - *PATH sign-up is NOW AVAILABLE online!*
- Daily camp activities
- Non-merit badge programs & camp awards

## FACILITIES & SERVICES SECTION

The FACILITIES & SERVICES SECTION of this guide is intended for:

- The Unit Leader (or person that will be acting as the Unit Leader at Summer Camp)
- Parents of Scouts

This section is the first section of the Leader’s Guide and is tabbed out in **RED**. This section contains the following:

- Camp Services
  - I.E. Trading Post, Quartermaster, Trash Removal, Fire Protection, WiFi, Electricity
- Fishing Rules
- Bike Rules
- Mail
- Chaplain Services
- Health Forms & Health Related Services

---

# WELCOME TO CAMP ROTARY

---

## CAMP ADMINISTRATION SECTION

The ADMINISTRATION SECTION of this guide is intended for:

- The Unit Leader (or person that will be acting as the Unit Leader at Summer Camp)
- Parents of Scouts

This section is the first section of the Leader's Guide and is tabbed out in **YELLOW**. This section contains the following:

- Youth Protection & 2-Deep Leadership
- Counselors in Training (CITs)
- State of Michigan Rules & Regulations
- MCC / Camp Rotary Rules, Regulations, Policies, & Procedures
- Check-in & Check-out Procedures
- Food Service & Dining Hall
- Camp Fees
- Online Registration & Blue Cards / Advancement
- Equipment Lists

## FREQUENTLY ASKED QUESTIONS (FAQS)

Each year Camp Rotary receives many of the same questions pertaining to the following areas:

- Registration
- Check-in / Check-out
- Scout PATH (First Year Camper Program)
- Special Dietary Needs
- Class Capacities

In order to assist with handling these questions, we have created a separate publication containing answers to these frequently asked questions (FAQs). This publication will both answer our FAQs, as well as guide you to the correct page(s) in this Leaders Guide.

If you are still unable to find an answer to your question in either of these locations, our staff is happy to help! Please contact us at the correct location below:

Registration & Administrative Questions:

**Camp Director**

Cheryl Burrows  
989-386-7943 | 810-625-6059  
Cheryl.burrows@scouting.org

Program & CIT Questions:

**Program Directors**

Jori Ostrander and Phil Koerner  
989-386-7943  
Jostrander.rotary@gmail.com  
rotary.program@michiganscouting.org

---

# CAMP HISTORY

---

History tells us that Lake Beebe was, from early times, used by the Ottawa, Potawatomi and Chippewa Indians as camping and fishing grounds. During some periods they used the area as a more permanent site. These tribes did not use tepees but lived in dome-shaped lodges covered with wood bark. Lake Beebe, a beautiful spring-fed lake approximately 30 acres in size with towering pines in the surrounding acreage lies not far northeast of Clare, Michigan and is centered in a 1,164 acre tract.

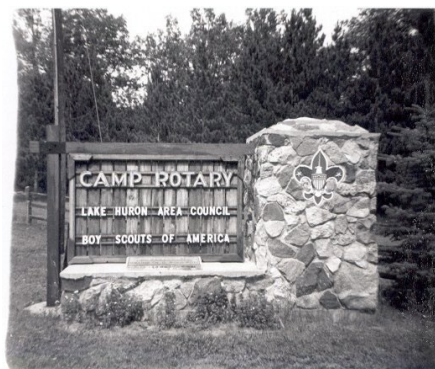
Founded as a lumber camp by Ed Pratt in 1886, Camp Rotary had a lot to offer the lumberjacks of the time. Each year, they would fill up Lake Beebe with the sawn timbers and then would blow up the dam so that they could get their timbers through the waterway system to the sawmills in Bay City.

In 1924 the camp at Lake Arnold became inadequate for the growing area Boy Scout Council. Members of The Saginaw Rotary Club became aware of this problem and, with Boy Scout executives began to look for a new site. Beebe Lake, located on a 440 acre site just north of Clare, was inspected. The search team was particularly impressed with the beauty, location and adaptability of the place.

The Boy Scouts moved into the camp at the end of August of 1925 and immediately began projects for improvement to make the grounds suitable for a Boy Scout Camp. A mess hall was built, a bathing beach was prepared and a new dam was built which raised the lake level by four feet. In 1932 an additional 40 acres was purchased, in 1950 another 40 acres, and in 1964 another 583 acres making the total 1,063. Improvements continued to be made, including the construction of a new health lodge in 1952, the Andersen chapel in 1956, Deer Lodge in 1959, the current Dining Hall in 1971, the Camp Office in 1974, the Nature Center in 1980, and Kepayshowink Lodge in 2006.

Many of the features from Camp Rotary's history are still visible today. The foundation of the water tower (constructed in 1962), which also served as the rappelling tower, still sits across from the Andersen Chapel. The 10 campsites located on the south side of Lake Beebe are still in their same locations and hold the same names as they did when they were plotted in 1964. Fort Scott campsite still sits on the hill west of the lake, just as it has since 1948. The archery and rifle ranges have hosted Scouts in the same locations since 1965.

We are proud to share Camp Rotary's long standing tradition with you. We hope that you will enjoy our programs and the rich woodland history as hundreds of thousands of Scouts and Scouters have before. We are pleased you have decided to become a part of Camp Rotary history.



---

# CAMPING

---

## TENTING

Units provide their own tents for their Summer Camp experience.

If you have a Scout attending the PATH program, you will want to make sure they bring an extra tent for their overnight experience.

## SUB CAMPS

All of Camp Rotary's 11 campsites are split into two (2) sub camps (e.g. Brouhard Campsite is split into "Brouhard 1" and "Brouhard 2").

Units will continue to select their campsite at the time of registration. Camp Rotary is set up for two (2) units per campsite, one (1) in each sub camp. If you wish to share a sub camp with another unit, reach out to the Camp Director and they can make that happen. You will be assigned the proper sub camp by camp management.

You will be notified of your sub camp prior to arrival and will be guided to your site on Sunday by your unit host.

Do NOT set up on the wrong side of your site or you WILL be required to move to the correct side. Do not set up your unit trailer or any structures on the service drives into and through the campsite.

## SITE SET-UP

- All campsites will be left bare, in order to make sure there is enough room for all personal tents
- Each sub-camp will be supplied with:
  - A designated fire ring
  - A bulletin board
  - A flag pole
- Each sub-camp will share the following in the campsite:
  - Campsite trash can
  - Campsite latrine



## CAMPSITE LAYOUT

Camp Rotary has to adhere to a very strict set of guidelines as set forth by the National Camp Accreditation Program (NCAP) committee. Part of this process includes a specific set of guidelines as to where tents can be placed in a campsite. The Camp Rotary Properties Committee has worked hard to make sure that we are meeting these standards, as well as maintaining a safe area for our units to camp. Because of this **all campers are to remain within the designated camping area of each campsite**, as set forth by the Camp Rotary Properties Committee.

Please be on the lookout for “No Camping Beyond This Point” signs located in your campsites and please adhere to them by not setting your tents up past them.

## HAMMOCKS

Camp Rotary welcomes hammocks for recreational use AND as a means of camping, instead of the use of a tent. If you are going to be using a hammock during your stay for either of the above reasons, please make sure that you adhere to the following Hammocking Policy:

1. All hammocks, rain flies, etc. are to be put up using flat straps or webbing. NO ROPE, PARACORD, ETC. IS TO BE USED TO SECURE YOUR HAMMOCK TO A TREE!
2. Follow the manufacturer's instructions for maximum and minimum hanging distances (the distance between solid supports such as trees).
3. Hang hammocks in secure locations, such as to trees or solid posts. Never attach a hammock to any object that could move, such as vehicle bumpers or trailers. (Securing points should have a diameter of 8+ inches)
4. Securely fasten and check all knots prior to getting into a hammock.
- 5. Never “stack” hammocks one above another.**
6. Hammocks should not be hung such that the lowest point is more than 3-feet above the ground. Severe injuries have resulted from elevated falls.
7. Do not have a hammock above water, including at a waterfront, lake, river, or stream.
8. Never swing or stand in a hammock. Fall from hammocks can cause serious or fatal injuries.
9. Do not use a hammock that has frayed or damaged cords. Use only the manufacturer's replacement cords.
10. Do not put more weight into a hammock than recommended by the manufacturer.
11. Small children should be supervised when using a hammock.

**DUE TO OAK WILT, IT IS STRONGLY ENCOURAGED THAT YOU DO NOT HANG EITHER END OF YOUR HAMMOCK TO AN OAK TREE - Just because it looks healthy does not mean that it is!**

---

# CAMP ROTARY PROGRAM AREAS

---



## RANGE & TARGET ACTIVITIES

One of the highlights of your Scouts' week at camp will undoubtedly be their time spent at one of our ranges. Whether Archery, Rifle, or Shotgun, nothing compares to the thrill of learning a new skill! Your Scouts will be taught how to safely enjoy what many have come to know as a hobby for life. Camp Rotary's Range and Target Activities Programs emphasize safety and skill training in an area that is often unique to your Scouts' outdoor summer camp experience. Open shooting will be available during the week at all three ranges, including our new Shotgun range. Our Range and Target Activities continues to break ground each and every year by providing exciting programs such as our Top Shot Competition, Robin Hood Shoot, Tomahawk Throwing, and our new Skeet Shoot Competition.



## CLIMBING & RAPPELLING

Standing at 40-ft., our Climbing & Rappelling tower will challenge your Scouts like no other experience at camp! Your Scouts will learn all the skills needed to conquer the tower; such as safety, the proper knots, and the proper equipment. Open to all Youth and Adults, make sure to add the Climbing Tower to your to do list!

Party at the Tower (Nightcrawler), climb and rappel our tower & go down our 755' Zip Line in the late evening hours! Register online during Merit Badge Selection.





## CHALLENGING OUTDOOR PERSONAL EXPERIENCE (COPE)

Project COPE is an outstanding opportunity for older Scouts to increase their self-confidence through a series of activities that will challenge them physically, mentally, and personally in a team-building setting. This fosters the development of teamwork, communications, leadership development, decision making, self-esteem, trust, and problem-solving, and planning skills.

Project COPE is a combination of both low and high ropes course elements. Our low ropes course consists of 21 different elements challenging your Scouts, while our high ropes course is 40-ft. in the air, consists of 5 elements, and ends with our 755-ft. long zip line! is more of a personal experience which will take an individual beyond what they thought they could accomplish by themselves. Participants of Project COPE must be at least 13 years of age. For more information, see **page 28**.

## PATH PROGRAM (1ST YEAR CAMPERS)



PATH (Primary Abilities Training Huddle) is a special program designed for your 1st year campers who have not yet reached the rank of 1st Class. PATH Scouts visit most every program area at camp as they work on the “skill instruction” requirements for their Tenderfoot, 2nd & 1st Class ranks. PATH Scouts also take part in a special overnight campout, where they cook their own meals, and enjoy an evening campfire program. They will earn the Fingerprinting, Search and Rescue and Signs-Signals & Codes Merit Badges as part of their PATH experience. PATH Scouts are encouraged to bring their own tent, backpack, and an adult leader or two who can assist with the PATH program. The PATH program is available to Scouts to use as they need. Scouts can take part in all of the PATH program or just the parts they need to advance. PATH provides your Scouts with the skill instruction needed to be tested by your unit’s adult leadership - our staff does not sign-off on advancement. **Adult participation is required for your Scouts to receive the maximum benefit from PATH.**

See **page 28** for this summer’s PATH schedule. Adults that attend the PATH program for the whole week will receive their Introduction to Outdoor Leadership Skills (IOLS) training.

---

# CAMP ROTARY PROGRAM AREAS

---



## SCOUTCRAFT SKILL CENTER (SCSC)

Scoutcraft offers instruction in the skills that are vital to the outdoor Scouting program; such as camping, cooking, knot tying, splicing, lashing, fire building, and how to safely use axe yard tools. Scoutcraft will help your scouts develop the basic skills of hiking and camping and will help them appreciate and understand the out-of-doors by making the best use of their own abilities and their natural surroundings.

Join our Scoutcraft staff in the evenings as they teach additional skills or join them as they challenge you with the mighty Lumberjack competition where Scouts and Scouters will compete to see who is the best lumberjack team in camp. Want another outdoor challenge? Then checkout the Scoutcraft triathlon! There is always something fun and challenging at Scoutcraft.



## AQUATICS

The Waterfront at Camp Rotary is second to none! Open swimming and boating are available Monday through Thursday. Snorkeling, Mile Swim, Stand Up Paddle boarding and Instructional Swim are also offered during the week. Adult leaders have the opportunity to complete the Paddle Craft Safety and Swimming & Water Rescue Trainings. Be sure plan for the Polar Bear Swim and other water events.

All campers and adults who wish to enter the waterfront must have a current Buddy Tag, issued within the past 12 months. **Pre-camp swim checks are encouraged**, but Camp Rotary reserves the right to re-test for safety reasons.

To contact the MCC Aquatics Committee, please follow this link: <https://michiganscouting.org/aquatics-committee/>





---

# CAMP ROTARY PROGRAM AREAS

---



## HANDICRAFT

Handicraft will help your Scouts discover their creative side! Every Scout brings to camp a wide variety of talents and skills. The Handicraft area provides Scouts the opportunity to explore their different talents & skills, perhaps one of which may lead to an enjoyable life-long hobby. Whether your Scouts want to make something out of wood, paper, or leather, they can get the help they need in Handicraft. Parents love hand-made gifts and Scouts love to make them. The camp fee now includes all Merit Badge related program costs, however, Scouts may want to bring some extra money for additional handicraft kits beyond the ones that will be provided.



Scouts may also want to join our Handicraft Staff as they host some amazing events such as our Tie-Dye night, where Scouts can come down and Tie-Dye any number of things (shirts for Tie-Dye can be purchased at the Trading Post or bring your own!), or join them for our Lego Master Builder Competition and see if you have what it takes to be a Master Builder!



## MADE

If your Scouts are looking for an entirely different experience at camp, MADE Program Area is for them! We offer your Scouts the opportunity to explore the worlds of Theater, Movie Making, and MORE! Whether your Scout enjoys performing, writing, or being behind the camera, we have something for them. MADE also plays host to the Citizenship and Communications Merit Badges.



Other events to check out are our Artemis (Spaceship Bridge Simulator), Board Game Night, Karaoke, and of course our Movie Night! Come join The MADE Staff as they host a free movie night at the Rotary Cinema with FREE popcorn! Please bring your own seat. The MADE Program area can be located at Kepadshowink Lodge.

---

# CAMP ROTARY PROGRAM AREAS

---



## NATURE

The entire camp is our Nature Area. There are trails, demonstrations of conservation skills, as well as additional instruction available in each of the many Nature Merit Badges offered by Camp Rotary. Many animal displays and hands-on learning opportunities can be found in the Heavenrich Nature Center and surrounding area. Here your Scouts will learn many skills, such as Mammal Study, Reptile & Amphibian Study, Plant Science, Geology, Astronomy, Weather, Forestry, and more! Be sure to visit the Snake Pit, Turtle Pond, and take a stroll down the Self-Guided Nature Trail during your week at Camp Rotary.



If you don't see any reptiles in our enclosures, go out and catch some as part of our Reptile Quest. You can also join our Nature Staff for such events as nature trivia and our ugly bug contest. There is always something neat in Nature.



## INDUSTRIAL ARTS

If your Scouts are looking for something interesting and hands-on, check out the Industrial Arts Center, located at the front of camp in our Maintenance Area.



Intended to be geared towards older Scouts (15 years and older) that have experienced most other badges, they can learn about the skill areas of Plumbing, Electricity, Automotive Maintenance, & Welding. These skills can help foster new life long hobbies or careers, and help develop their sense of independence and pride in their own handiwork.



If your Scouts are looking for a more hands-on, interactive, and challenging time at camp, our Industrial Arts Center is where they can find that challenge.

---

# CAMP ROTARY PROGRAM AREAS

---



## TRADING POST

The Camp Rotary Trading Post is here with an exciting opportunity for your Scouts! Do you have Scouts who have an interest in Salesmanship and Entrepreneurship? Then we have got a program for you! Taking a Trading Post merit badge class will allow Scouts to work on interaction with other people, speaking skills, and much more! But wait, that's not all!



Looking for a new Hammock? We have tons! Maybe some pop, candy, ice cream, or a nutritious snack? We have those too! How about an awesome new shirt, sweatshirt, or jacket? We have what you need! Stop by and see a member of our Trading Post staff today!



## HEALTH OFFICE

Interested in joining the medical field? How about police, fire, or rescue? If any of these sound like fun, then our Health Office program area is the place for you! Teaching many skills; from repairing minor scrapes or burns, to the correct way to move a person from danger, to lifesaving techniques, the Health Office will never disappoint Scouts with what they will learn. The ability to help other people at all times is fully realized when your Scouts commit to earning the First Aid and Emergency Preparedness Merit Badges. These merit badges will equip Scouts with the knowledge needed to save lives, and to know what it takes to keep themselves and their families safe in an emergency.



Join our Health staff to learn the basic skills to help in just about any emergency! Your Scouts will learn how to prepare and respond to emergency situations and how to prevent potential dangerous situations as well.

# CAMP PROGRAM SCHEDULE

Camp Rotary Program Schedule - 2025	
All Program Areas are open 9:00am - 12:00pm, 1:30pm - 4:30pm, and 7:00pm - 9:00pm except Wednesday & Friday. Special Event details will be announced daily at flag and at mealtime. All MB Classes meet Monday - Friday unless otherwise noted.	
<b><u>Aquatics</u></b> Canoeing + 10:00am - 11:00am <b>OR</b> 2:30pm - 3:30pm Kayaking + 9:00am - 10:00am <b>OR</b> 1:30pm - 2:30pm Lifesaving + 9:00am - 11:00am <b>OR</b> 1:30pm - 3:30pm Motorboating + 9:00am - 10:00am <b>OR</b> 1:30pm - 2:30pm Rowing + 10:00am - 11:00am Small Boat Sailing + 10:00am - 12:00am <b>OR</b> 1:30pm - 3:30pm Swimming + 9:00am - 11:00am <b>OR</b> 1:30pm - 3:30pm  BSA Stand-up PaddleBoard Award 11:00am - 12:00pm <b>M, TU, W</b>  Mile Swim 3:30pm - 4:30pm <b>M, TU OR W, TH</b>  Instructional Swim 3:30pm - 4:30pm & by appointment Open Swim 7:00pm - 9:00pm <b>M, TU</b> 3:30pm - 4:30pm <b>M, W, F</b> Open Boating 7:00pm - 9:00pm <b>M, TU, TH</b>	<b><u>Industrial Arts</u></b> Automotive Maintenance + 11:00am - 12:00pm <b>OR</b> 3:30pm - 4:30pm Electricity + 10:00am - 11:00am <b>OR</b> 2:30pm - 3:30pm Plumbing 7:00pm - 9:00pm <b>M, TU</b> Welding 9:00am - 10:00am <b>OR</b> 1:30pm - 2:30pm  <b><u>Nature</u></b> Astronomy + 7:00pm - 8:00pm <b>M, TH</b> Bird Study + 10:00am - 11:00am Environmental Science + 9:00am - 11:00am <b>OR</b> 1:30pm - 3:30pm Fish & Wildlife Management + 1:30pm - 2:30pm Forestry + 10:00am - 11:00am Geology 8:00pm - 9:00pm <b>M, TH</b> Insect Study + 9:00am - 10:00am <b>OR</b> 1:30pm - 2:30pm  Mammal Study 11:00am - 12:00pm <b>OR</b> 3:30pm - 4:30pm Nature + 11:00am - 12:00pm <b>OR</b> 3:30pm - 4:30pm Pulp & Paper 7:00pm - 8:00pm <b>M OR TU</b> Reptile & Amphibian Study + 2:30pm - 3:30pm Soil & Water Conservation 9:00am - 10:00am Sustainability 11:00am - 12:00pm <b>OR</b> 3:30pm - 4:30pm Weather + 10:00am - 11:00am <b>OR</b> 2:30pm - 3:30pm  <b><u>Range &amp; Target Activities</u></b> Archery 9:00am - 10:00am <b>OR</b> 10:00am - 11:00am <b>OR</b> 11:00am - 12:00pm <b>OR</b> 1:30pm - 2:30pm  Rifle Shooting 9:00am - 10:00am <b>OR</b> 10:00am - 11:00am <b>OR</b> 11:00am - 12:00pm <b>OR</b> 1:30pm - 2:30pm  Shotgun Shooting 9:00am - 10:00am <b>OR</b> 10:00am - 11:00am <b>OR</b> 11:00am - 12:00pm <b>OR</b> 1:30pm - 2:30pm  <b>Scouts in RATA Merit Badges may need to participate in Open Shoots in order to qualify</b>  <b><u>Scoutcraft</u></b> Archaeology + 9:00am - 10:00am Camping + 9:00am - 10:00am <b>OR</b> 1:30pm - 2:30pm Cooking + 2:30pm - 4:30pm Fire Safety + 11:00am - 12:00pm <b>OR</b> 3:30pm - 4:30pm Fishing 7:00pm - 9:00pm <b>M</b> Geocaching + 10:00am - 11:00am Metalwork 1:30pm - 3:30pm Orienteering + 11:00am - 12:00pm Pioneering 1:30pm - 3:30pm Search & Rescue 9:00am - 10:00am Signs Signals & Codes 10:00am - 11:00am <b>OR</b> 3:30pm - 4:30pm Wilderness Survival 7:00pm - 9:00pm <b>T (Overnighter on TH)</b>  <b><u>Trading Post</u></b> American Business / American Labor + 10:00am - 11:00am Entrepreneurship / Salesmanship + 2:30pm - 3:30pm  <b><u>IOLS Training</u></b> 9:00am - 12:00pm and 1:30pm - 4:30pm <b>M-F</b> (Will shadow PATH Program) 7:00pm - 8:30pm <b>M</b> <b>(Must attend all sessions to complete)</b>
<b><u>COPE &amp; Climbing</u></b> Climbing Merit Badge 10:00am - 12:00pm COPE (Min of 5 people needed) 1:30pm - 4:30pm <b>M, TU, W</b> Party at the Tower (Nightcrawler) \$ 9:30pm <b>TU</b>	
<b><u>Health Office</u></b> Emergency Preparedness + 2:30pm - 3:30pm  First Aid + 10:00am - 11:00am <b>OR</b> 11:00am - 12:00pm Healthcare Professionals / Public Health + 9:00am - 10:00am	
<b><u>Handicraft</u></b> Art / Sculpture + 9:00am - 10:00am <b>OR</b> 1:30pm - 2:30pm Basketry 9:00am - 10:00am <b>OR</b> 1:30pm - 2:30pm Chess 10:00am - 11:00am <b>OR</b> 2:30pm - 3:30pm Collections + 7:00pm - 8:00pm <b>TU</b> Fingerprinting 7:00pm - 8:00pm <b>TH</b> Inventing + 9:00am - 10:00am <b>OR</b> 1:30pm - 2:30pm Leatherwork 11:00am - 12:00pm <b>OR</b> 3:30pm - 4:30pm Model Design & Building / Architecture 10:00am - 11:00am <b>OR</b> 2:30pm - 3:30pm Painting 11:00am - 12:00pm <b>OR</b> 3:30pm - 4:30pm Scouting Heritage + 10:00am - 11:00am <b>OR</b> 2:30pm - 3:30pm Woodcarving 11:00am - 12:00pm <b>OR</b> 3:30pm - 4:30pm	
<b><u>MADE</u></b> Animation 9:00am - 10:00am <b>OR</b> 1:30pm - 2:30pm Bugling + 11:00am - 12:00pm Citizenship in the Nation + 11:00am - 12:00pm <b>OR</b> 3:30pm - 4:30pm Citizenship in the World 9:00am - 10:00am <b>OR</b> 1:30pm - 2:30pm Communication + 10:00am - 11:00am <b>OR</b> 2:30pm - 3:30pm Graphic Arts 10:00am - 11:00am <b>OR</b> 2:30pm - 3:30pm Journalism 11:00am - 12:00pm <b>OR</b> 3:30pm - 4:30pm Moviemaking 3:30pm - 4:30pm Music + 10:00am - 11:00am Photography + 2:30pm - 3:30pm Public Speaking + 1:30pm - 2:30pm Theater + 9:00am - 10:00am	

\$ Denotes additional program fee required  
+ Denotes pre-requisite required



# PATH SCHEDULE

CAMP ROTARY P.A.T.H. SCHEDULE					
(FIRST YEAR CAMPER PROGRAM)					
	Monday	Tuesday	Wednesday	Thursday	Friday
9:00 - 9:10	Flags Tenderfoot #7a 2nd Class #8a	Flags Tenderfoot #7a 2nd Class #8a	Flags Tenderfoot #7a 2nd Class #8a	Flags Tenderfoot #7a 2nd Class #8a	Flags Tenderfoot #7a 2nd Class #8a
9:10 - 10:00	Opening/Welcome Patrol Method Scout #2a-d #3a-b Tenderfoot #5a #8		Fingerprinting MB		Hike to PATH Hit the Showers
10:00 - 11:00	Search & Rescue MB		Signs, Signals, and Codes MB		
11:00 - 12:00			Tent Pitching Prepare for Overnighter & Load Trailer		
1:30 - 2:30	First Aid Tenderfoot #4a-c 1st Class #7a-c	Citizenship Scout #1f 2nd Class #8a-b 1st Class #9a	Safe Swim Defense Safety Afloat Lifesaving Skills (Waterfront) 2nd Class #5a c & d 1st Class #6b-e	Depart for Overnighter @ 2:00	Pioneering Scout #4a-b Tenderfoot #3a-c #8 2nd Class #2f-g
2:30 - 3:30	Rifle and Archery Range	First Aid 2nd Class #6a-e		Overnighter (North Camp) Scout #1e Tenderfoot #1a-c & #2a-c 2nd Class #2a-c & #4 1st Class #1b Fireman Chit	
3:30 - 4:30		Totin' Chip Scout #5 Tenderfoot #3d			Closing Ceremony
Evening	I.O.L.S. Supplemental Adult Training	OPEN	OPEN	PATH Campfire Program at North Camp	OPEN
<b>NOTE TO UNIT LEADERS:</b> Please be advised that the Camp Rotary PATH Staff will provide your PATH Scouts with the skill instruction as required by the rank advancement standards. It is the responsibility of the adult troop leadership to determine if the Scout has mastered proficiency in the skill being tested for rank advancement. The PATH Staff does not sign-off on rank requirements.					

**NOTE TO UNIT LEADERS:** Please be advised that the Camp Rotary PATH Staff will provide your PATH scouts with the skill instruction as required by the rank advancement standard. It is the responsibility of the adult unit leadership to determine if the Scout has mastered proficiency in the skill being tested for rank advancement. The PATH Staff does not sign-off on rank requirements.

**If your Unit is sending Scouts to the PATH Program, your Unit is required to provide adult leadership at PATH while your Unit is present.**

## Introduction to Outdoor Leadership Skills (IOLS) Training

Any adult leader who wishes to participate in IOLS Training while here at Camp Rotary must be present at all sessions of the PATH Program (unless otherwise instructed by the Camp Rotary PATH Staff) as well as the one supplemental session on Monday evening.

*It is STRONGLY recommended that Scouts participating in the PATH Program do not take evening merit badges due to the Thursday overnight program.*

---

# PATH PROGRAM

---

The PATH Program is designed to be a “drop-in” style program. Scouts have the opportunity to complete the entire program, or may simply “drop-in” for the requirements that they need to complete. All advancement requirements covered during each session are listed on the PATH Schedule.

## ADULT LEADER REQUIREMENT

Adult leaders help deliver the promise of Scouting to all of their Scouts. They work directly with the Scouts to provide direction, coaching, and support. They provide the junior leaders with the tools and skills so they can run a unit; they make sure rules of the BSA and their chartered partner are followed; they serve as a good mentor and a positive role model.

Adult leaders KNOW their Scouts. The design of the PATH Program requires additional adult supervision in order to be successful.

If your Unit is sending Scouts to the PATH Program, your Unit is required to provide adult leadership at PATH while your Unit is present.

If your Unit is not able to provide adult leadership for its Scouts while utilizing the PATH Program, prior arrangements MUST be made with the Camp Rotary Program Director.

## PATH OVERNIGHT PROGRAM

The PATH Overnighter is designed to let young, new Scouts experience first hand how to prepare for a campout. It focuses on self-reliance & is a learning experience that will cover many rank advancement segments.

PATH participants will depart the PATH Pavilion at 2pm on Thursday - it is approximately a 1.75 mile hike to the PATH Outpost Camp.

When packing for their overnight experience, PATH participants should bring the following:

- |   |                               |
|---|-------------------------------|
| • Backpack                              | • Two-man Tent                |
| • Change of Clothing / Sleeping Clothes | • Sleeping Bag/Pillow         |
| • Water Bottle                          | • Raingear                    |
| • Toiletries (no showers available)     | • Good hiking shoes and socks |

PATH participants will be allowed to put their tent and camping chair into the baggage wagon provided at the PATH Pavilion. These will be transported to the outpost site by a member of the camp staff. All other gear is to be carried in a day pack (or similar) by the PATH participant.

As part of the overnight program, PATH participants will cook their Thursday dinner and Friday breakfast. PATH participants will also participate in a special First-Year Camper bon fire program.

If your unit is sending Scouts on the PATH overnight, your unit is required to provide adult leadership. If your unit is sending female Scouts, an over 21 female leader is required.

---

# ADULT LEADERS ACTIVITIES

---

Just as your Scouts come to camp to have a great time, we want to make sure that our Adult Leaders, who have taken time off from their busy schedules, can have just as much fun! Below are the activities and awards that are geared towards our Adult Leaders in camp.

## **Camp Rotary Extreme Adult Leader Award (a weeks worth of activities)**

Are you an Adult Leader who is looking for an extreme challenge while you are here at camp? Then have we got the challenge for you! Adult Leaders are challenged with completing certain tasks by noon on Friday. These tasks will help ensure you have an extreme time here at Camp Rotary.



## **Iron Man (a weeks worth of activities)**

Older Scouts and Adult Leaders will be challenged with completing a series of challenges that will test their Swimming, Climbing, and Shooting abilities. They will also complete additional challenges testing their body, mind, and spirit as they strive to complete the Iron Man Challenge.

## **Range and Target Activities Top Shot Competition (Mon-Tue-Wed-Thur)**

You have a chance to prove that you are the ultimate marksman, come on down and prove that you are the best shot in camp. You must make every shot count! That's right, you only have 6 shots to try for a perfect score. So make those 2 shotgun, 2 rifle, and 2 archery shots worth it!

## **Staff vs. Adult Leader Volleyball Game (Tuesday)**

Got the right stuff? Adult Leaders get a chance to test their volleyball skills against the staff in the volleyball pit Tuesday at 4:30pm

## **Big Bass Fishing Tournament (Thursday Evening)**

Fish on! Attention all adults, this one's for you! Show off your angling skills as you compete against other adult leaders in camp for the biggest fish out of Lake Beebe. Entry fee is \$5.00 and all proceeds go to provide program equipment for Camp Rotary. We'll see you at the waterfront Thursday at 7pm.



## **Adult Leader Stress Reliever Shoot (Thursday Afternoon)**

An event that combines skill with the pressure of competition to provide a spirited encounter that is as much fun to watch as it is to experience. 2:30 – 4:30 pm at the Shotgun Range. Open to adult leaders in camp only.

## **Adult Leader "Cast Iron Chef" Cook Off (Friday)**

Adult leaders, here is your chance to showcase your culinary talents! Bring your favorite Dutch Oven recipes & ingredients to see if you have what it takes to win the title of Cast Iron Chef! The coals will be lit at the Society of George BBQ Pit behind the Dining Hall at 3:30pm. Cook your culinary delight with the other leaders while enjoying camaraderie, swapping recipes, tips and enjoying an ice-cold Root Beer! Judging will take place at 5:15pm. We will have three categories: Best Sweet Dish, Best Savory Dish, and Best Over All. You can enter as many categories as you wish! Ingredient acquisition is the responsibility of the individual.



---

# MERIT BADGE INFORMATION

---

## EARNING A PARTIAL MERIT BADGE

A Scout does not need to pass all the requirements of one merit badge with the same counselor.

There are many reasons that a partial can be given to a Scout, but typically it falls in one of the following categories:

- The Scout was absent for the class
- The Scout did not complete their pre-requisites
- The Scout did not put in enough time to complete the badge (some classes require work outside of the specified class time)
- The Scout did not turn in required outside-of-class work
- The Scout has not yet developed the skills to successfully complete the class (i.e. The Scout needs to continue to practice shooting a rifle in order to meet the shooting requirements for the badge)

It is important to note the following about partials:

- A Scout cannot be re-tested on requirements that they have already completed by another counselor - that counselor **MUST** accept the partial work that was completed under a different merit badge counselor
- A Scout may finish the badge under the requirements that they started on - if the merit badge requirements are updated after the Scout has already received a partial, they may finish the badge under the old requirements
- Partial has no expiration date, but they **MUST** be completed by the Scout's 18th birthday.
- Units, districts, or councils are not allowed to establish other expiration dates for partial merit badges per the National Council

## PRE-REQUISITE VERIFICATION FORMS

In an effort to make sure that all Scouts that participate in Camp Rotary merit badge programs are actually completing the requirements as set forth in each merit badge manual - we are now requiring that ALL merit badge pre-requisites be certified by a Merit Badge Counselor or an Adult Leader approved by the Scoutmaster - and that one of the slips seen here be turned in to EACH merit badge counselor. Merit badges will not be signed off by our staff without this form being turned in.

<b>CAMP ROTARY</b>	<b>Merit Badge Pre-requisite Verification</b>	<small>OFFICE USE ONLY</small>	
		Scout # _____	Program Area _____
Name of Scout: _____		Counselor: _____	
Merit Badge: _____			
Pre-requisites completed (Requirement Numbers): _____			
Scoutmaster's Signature: _____		Date: _____	



## COMPLETING A PARTIAL AT CAMP

Scouts that have previously started a merit badge (it doesn't matter where or when it was started) do not need to sign up for the merit badge class that they need to complete. Instead, Scouts looking to complete a partial merit badge need to do the following:

- Meet with the Camp Rotary Program Director or the Merit Badge Counselor
- Present them with the partially completed blue card
- Schedule a time with the Merit Badge Counselor to work on the requirements that still need completion

Partial merit badges completed at camp will be added to the Unit Advancement Report that you will receive at the end of the week. The original blue card will not be returned.

## GENERAL MERIT BADGE CLASS INFORMATION

The following information is provided by the National Advancement Committee and can be found in the Guide to Advancement:

- A Merit Badge Counselor may not change, add additional, or add to any requirement(s), but they may share their knowledge or experience that will make the counseling more interesting and valuable. This ensures that all advancement standards are fair and uniform for all Scouts.
- Completing “worksheets” may suffice where a requirement calls for something in writing, but this does not work for a requirement where the Scout must discuss, tell, show, or demonstrate, etc. Scouts shall not be required to use these learning aids in order to complete a Merit Badge.
- It is the Merit Badge counselor’s decision whether to accept work or activities completed prior to issuing a “complete” on a merit badge.
- The Merit Badge counselor shall choose to accept a Scout into their merit badge class once the Scout’s unit leader has approved the Scout taking the merit badge.
- For classes that only have one (1) Scouts signed up - the Scout MUST bring a buddy to class with them to fulfill 2-Deep Leadership. Failure to do so will result in the class being canceled.

# MERIT BADGE CAPACITIES & PREREQUISITES

**Merit Badge PreReqs and Capacities**

Merit Badge	Pre-Requisites	Class Capacity
American Business	None	12
American Labor	#1, #2a, #2b, #2c	12
Animation	None	20
Archaeology	#7a or #7b or #7c, #9, #11a or #11b	20
Archery	None	16
Architecture	None	12
Art	#6	12
Astronomy	#5b	18
Automotive Maintenance	#1h	10
Basketry	None	10
Bird Study	#9a or #9b or #9c or #9d	12
Bugling	#6	8
Camping	#4b, #5e, #7b, #8d, #9a, #9b, #9c	20
Canoeing	#2	18
Chess	None	16
Citizenship in the Nation	#7a or #7b or #7c	20
Citizenship in the World	None	20
Climbing	None	18
Collections	#5b - Bring collection/photo of	20
Communication	#3, #5, #7, #8	12
Cooking	#2c, #4, #6	20
Electricity	#2, #6a, #7	10
Emergency Preparedness	#1, #3, #8b, #9b, #9c	24
Entrepreneurship	#3	12
Environmental Science	#6	18
Fingerprinting	None	30
Fire Safety	#5e, #5g	12
First Aid	#2b1	10
Fish & Wildlife Management	#5a or #5b or #5c or #5d	12
Fishing	None	20
Forestry	#5a or #5b or #5c	12
Geocaching	#7, #8, #9	10
Geology	None	10
Graphic Arts	None	12
Healthcare Professionals	#8, #9	12
Insect Study	#9	10
Inventing	#3c, #8a or #8b	12
Journalism	None	20
Kayaking	#2	16
Leatherwork	None	12
Lifesaving	#2a	10
Mammal Study	None	15
Metalwork	None	6
Model Design & Building	None	12
Motorboating	#2a, #4b	10
Moviemaking	None	20
Music	#3a or #3b or #3c	20
Nature	None	10
Orienteering	#7	15
Painting	None	6
Photography	#1b	20
Pioneering	None	10
Plumbing	None	10
Public Health	#7	12
Public Speaking	#4	12
Pulp & Paper	None	20
Reptile & Amphibian Study	#8	12
Rifle Shooting	None	16
Rowing	#2	10
Salesmanship	None	12
Scouting Heritage	#5, #6 - bring photos of	15
Sculpture	None	12
Search & Rescue	None	10
Shotgun Shooting	Rifle MB Recommended	8
Signs, Signals & Codes	None	12
Small Boat Sailing	#2	10
Soil & Water Conservation	None	12
Sustainability	None	22
Swimming	#2	16
Theater	#1	20
Weather	#9a or #9b	18
Welding	None	10
Wilderness Survival	None	20
Wood Carving	None	10

---

# CAMP AWARDS

---

## Camp Rotary Award of Excellence

Units can take part in Camp Rotary's Award of Excellence and receive a ribbon for their Unit Flag. The Award of Excellence is designed to test Scout's skills and dedication to the values set forth in the Scout Oath and Law.

## Gary Burrows Service Award

This award will be issued to those Scouts and Scouters who work on, and complete, an approved service project on the camp property, which enhances the camp and its facilities. The minimum time investment per person must be at least 5 hours. Scouts and Scouters wishing to complete this award MUST meet with the Ranger by Tuesday evening.



## 50 Knot Club

The ultimate Scout Skills Challenge, can you tie 50 knots from memory, and name them? If you think you have what it takes, then come on over to Scoutcraft during any open evening to show to show them your skills and join this elite group. Both Scouts and Adult Leaders can become members of the 50 Knot Club.



## Iron Man

Scouts and Scouters will be challenged with completing a series of challenges that will test their Swimming, Climbing, and Shooting abilities. They will also complete additional challenges testing their body, mind, and spirit as they strive to complete the Iron Man Challenge.



---

# ORDER OF THE ARROW

---

For more than 100 years, the Order of the Arrow (OA) has recognized Scouts and Scouters who best exemplify the Scout Oath and Law in their daily lives. This recognition provides encouragement for others to live these ideals as well. Arrowmen are known for maintaining camping traditions and spirit, promoting year-round and long term resident camping, and providing cheerful service to others. OA service, activities, adventures, and training for youth and adults are models of quality leadership development and programming that enrich and help to extend Scouting to America's youth. The Lodge of the Michigan Crossroads Council publishes the procedures which govern elections in units each spring.



Camp Rotary works in conjunction with The Lodge to deliver the Order of the Arrow program as part of Summer Camp. Each year, The Lodge appoints an Order of the Arrow Summer Camp Chief with the approval of the Camp Director. The OA Camp Chief's responsibility is to coordinate the Order of the Arrow program and to explain the weekly events. This representative will be available at the Monday morning Leader's Meeting to assist each unit with any of its Order of the Arrow needs.

Thursday evening kicks off the OA events in camp for the week with the Order of the Arrow Ice Cream Social. Arrowmen can come together for an evening of fellowship, with Ice Cream provided by the staff. This evening is also a chance for the Brotherhood ceremony for those ready.

Those Scouts and leaders who are elected by their units are "called out" in an impressive ceremony at the Friday evening campfire. Units from councils other than the Michigan Crossroads Council must have permission from their own lodge in writing in order to have their Scouts and leaders called out at a MCC summer camp.

Holding an Order of the Arrow Unit Election during your Unit's stay at camp is up to the discretion of the Lodge Leadership. If allowed, OA elections for your Unit can only be conducted as long as an election has not occurred in the past 12 months.

For more information about the Order of the Arrow activities in the Michigan Crossroads Council, please visit the Order of the Arrow Home Page on the MCC website at the following address: <http://www.michiganscouting.org/program/order-of-the-arrow/>.



BOY SCOUTS OF AMERICA®

ORDER OF THE ARROW



# ADDITIONAL PROGRAM ACTIVITIES

## CAMP ROTARY ADDITIONAL PROGRAMS 2025

Events start at 7pm unless otherwise listed	"Week Long" Events	Monday	Tuesday	Wednesday	Thursday	Friday
Camp - Wide Activities		Staff vs Scouts Ultimate Frisbee - Game Starts at 4:40pm	Staff vs Adult Leaders Volleyball - Game Starts at 4:40pm	No Evening Programs - Vespers Service begins at 7:15pm	Sport Make-up Day	Carnival/Family day - Begins at 4:45pm
Industrial Arts					Open Welding For Scouts in the Merit badge and Adults	
COPE & Climbing		Open Climb	Open Zip 7-9pm / Party at the Tower (Nightcrawler) - begins at 9:30pm		Open Ariel Playground 1:30 - 4:30pm / Open Climb 7-9pm	Open Ziplining 1:30 - 4:30pm
Range & Target Activities	Top Shot Competition - Ends 4:30 pm Thursday	Open Tomahawk at Archery / Open Shoot at all Ranges	Robin Hood Competition at Archery / Open Shoot at all Ranges	Skeet Shoot Competition at Shotgun 2:30 - 4:30pm	Adult Stress Reliver Shoot at Shotgun 2:30 - 4:30pm / Open Shoot at all Ranges	No Evening Program - Lineup for Closing Firebowl at the Trading Post at 8:30pm
MADE	Photography Competition - Ends 4:30pm Thursday	Board Games / Artemis	Board Games / Artemis 7-8:30pm / Movie Night begins at 9:15pm	No Evening Programs - Vespers Service begins at 7:15pm	Karaoke Night / Artemis	
Handicraft		Tie Dye Night - bring your own items or purchase from the Trading Post	LEGO Master Builder Competition		Open Project Night / Chalk Drawing Contest ALL DAY!	
Scoutcraft	50 Knot Club - Avaliable During any Open Program	IOLS Training for PATH Adult Leaders at Scoutcraft	Lumberjack Competition		Scoutcraft Triathlon	
PATH		IOLS Training for PATH Adult Leaders at Scoutcraft			PATH Overnight Experience	
Aquatics		Canopstacle Course / Open Swimming & Open Boating	Open Swimming & Open Boating	Polar Bear Plunge - begins at 6:30am!	Aquatic Ninja Warrior / Open Boating	Cardboard Boat Race - 4:45pm / Adult Leader Cannonball Competition - 5:00pm
Nature	Ugly Bug Contest - Ends 4:30pm Thursday		Nature Trivia Night	No Evening Programs - Vespers Service begins at 7:15pm		



---

# ADDITIONAL PROGRAM INFORMATION

---

## **BSA Swimming & Water Rescue Training & BSA Paddle Craft Safety Training**

BSA Swimming & Water Rescue training is open to any registered adult leader, Scout, Venturer, or Explorer who is age 16 or older. Offered on Tuesday at Aquatics from 10:00am - 12:00noon and 1:30 - 3:30pm. Attendance is required at both times (4 hours) to receive the certification.



BSA Paddle Craft Safety Training is open to any registered adult leader, Scout, Venturer, or Explorer who is age 16 or older. Offered Thursday at Aquatics from 10:00am - 12:00noon and 1:30 - 3:30pm each day. Attendance is required at both times (4 hours) to receive the certification.



## **BSA Stand Up Paddleboarding Award**

Camp Rotary is currently the only BSA camp in the state that offers this new BSA award. It is offered at the Waterfront from 11:00am to 12:00noon on Monday, Tuesday, and Wednesday - Scouts must attend all 3 days - and is limited to the first 8 Scouts to sign up. If room is available, adults may participate in this award.

## **Camp Wide Campfires**

Campfires will be held on Sunday and Friday nights for the whole camp. The Sunday night campfire is put on by the staff to welcome all campers to camp. The Friday campfire includes skits and songs by the units in camp during the week. It will also include an Order of the Arrow Call Out ceremony and the Spirit of the Eagle ceremony. We think you'll find that campfires add something special to the camp program. If you've never seen a Scout campfire, you're in for a big treat.

*Attendance at both opening and closing campfires is REQUIRED by all units.*

## **Suggested Unit Activities**

We suggest your unit conduct its own campfire in your campsite. Your Scouts will enjoy putting on their own skits and songs. Feel free to invite your favorite staff member to attend the campfire. You might even invite a neighboring unit to join your campfire and make new friends. Other ideas are to conduct your Patrol Leader's Council meeting during summer camp and begin planning your next year's Scout program - Wednesday evenings are ideal!



---

# RESTRICTED ACTIVITIES

---

The BSA recognizes that youth in various parts of the country develop at different rates. Therefore, the National BSA office has set some “age-appropriate” guidelines which are designed to demonstrate the mainstream of youth capabilities.

The BSA’s general liability policy provides coverage for a bodily injury or property damage claim that is made and arises out of an official Scouting activity. The “Guide to Safe Scouting” contains a listing of unauthorized and restricted activities and can be viewed at the link below:

[www.scouting.org/filestore/pdf/34416.pdf](http://www.scouting.org/filestore/pdf/34416.pdf)

Please note that the following camp programs are **not available** to younger Campers:

- Top Shot Competition
- Wilderness Survival Overnight
- Stand-up Paddleboards
- Project COPE
- Ziplining
- Nightcrawler
- Canopstacle Course
- Snorkeling BSA

It is also **strongly recommended** that 1st Year Campers do not participate in the following:

- Climbing Merit Badge
- Industrial Arts Merit Badges
- Woodcarving Merit Badge
- Range and Target Activities Merit Badges
- Aquatics Ninja Warrior

Please keep these activities in mind when planning your week at Camp Rotary, especially with your first-year Scouts.





# PROJECT COPE

COPE is an acronym for Challenging Outdoor Personal Experience. It comprises a series of outdoor challenges, beginning with basic group initiative games and progressing to more complicated low-course and high-course activities. Some of these events involve a group effort, whereas others test individual skills and agility. Participants climb, swing, balance, and jump, as well as think through solutions to a variety of challenges. Most participants find that they can do much more than they initially thought that they could.

Project COPE is an exciting outdoor activity that can attract and keep older Scouts in Scouting. It is designed to meet the needs of today's youth who are seeking greater physical and mental challenges. The underlying goals of a Project COPE course are consistent with the methods of Scouting. Group activities are ideal for emphasizing the patrol method and developing leadership. Individual activities help promote personal growth. Participation is entirely voluntary.

COPE is offered as a Monday - Wednesday program from 1:30pm - 4:30pm. **Scouts & Adults** participating in the Project COPE program should plan on attending every session to get the most out of their COPE experience. Make sure to sign-up online as the COPE program tends to fill quickly. Participants in the COPE program will develop skills in the following eight areas:

- Planning
- Communication
- Teamwork
- Trust
- Leadership
- Problem Solving
- Decision Making
- Self-Esteem



COPE participants will participate in initiative games, our low course elements, and our 40 foot high course which ends by zipping down a 755' zip line!

Both Scouts (at least 14 years of age) and Adult Leaders are eligible to participate in the COPE program during their stay at Camp Rotary. Those interested in participating in COPE should sign-up online during the registration process. On-site sign-up will take place on Monday after breakfast to fill any additional spaces in the program.

**THERE MUST BE A MINIMUM OF 5 PEOPLE SIGNED UP IN ORDER TO CONDUCT PROJECT COPE. IF THE MINIMUM REQUIREMENT IS NOT MET THEN THE PROGRAM WILL BE CANCELLED FOR THE WEEK.**



---

# CAMPWIDE ACTIVITIES & EVENTS

---

(please refer to the program schedule for exact dates & times)

## SUNDAY ACTIVITIES/EVENTS:

### **Sunday Night Campfire - Attendance Required by All Units**

Begin the week with fun, fellowship, and entertainment delivered by our Camp Staff! We are confident that our Sunday night campfire will get your week off to a great start! And join us at the Trading Post for part of our 100th Birthday Celebration.

## MONDAY ACTIVITIES/EVENTS:

### **Tomahawk Throw**

Come on down to the Archery Range on Monday evening from 7-9 pm & test your backwoods skills when you learn how to throw a Tomahawk.

### **Tie Dye Night**

Join us in our Handicraft area from 7-9pm to make your very own custom tie dye shirt. Bring your own shirts from home or purchase one from the Trading Post! Oh, and by the way – it's free!

### **Open Climbing**

Standing at 40-ft., our Climbing & Rappelling tower will challenge your Scouts like no other experience at camp! Your Scouts will learn all the skills needed to conquer the tower; such as safety, the proper knots, and the proper equipment. Open to all Youth and Adults, make sure to add the Climbing Tower to your to do list! Monday and/or Thursday from 7-9.

### **Ultimate Frisbee Challenge**

Scouts come and test your skills against the staff on Monday afternoon at 4:30 pm on the Parade Field for bragging rights for the rest of the week!

### **Board Game Night**

Come join us at MADE as we are hosting a board game night. Scouts will have the opportunity to play some old favorite games or the chance to learn something new. Gameplay starts at 7:00pm.

### **Canopstacle Course**

Join us at the Waterfront from 7-9pm for our fun and exciting Canoeing Obstacle Course! Send your best 2 canoers from your unit and you paddle, weave, bob, float, portage, and upright your canoes. The unit with the fastest time will receive ultimate bragging rights for the week! Must be 13 years of age & have Canoeing experience (i.e. the Canoeing Merit badge).

## TUESDAY ACTIVITIES/EVENTS:

### **Staff vs. Adult Leader Volleyball Game**

Got the right stuff? Adult Leaders get a chance to test their volleyball skills against the staff in the volleyball pit at 4:30pm.

### **Robin Hood Contest**

Ready for a challenge as old as the middle ages? Come to the Archery Range from 7-9pm to see if you have what it takes to be the ultimate archer.

---

# CAMPWIDE ACTIVITIES & EVENTS

---

## **Lego Master Builder Competition**

Do you have what it takes to be a Master Builder? Come down to Handicraft from 7-9pm to build and enter your creation in our Lego Master Builder Competition.

## **Lumberjack Competition**

So, you think you have what it takes to be a Lumberjack, huh? We'll just see about that! Prove us wrong and bring your 2-person team down to Scoutcraft from 7pm – 9pm to put your Lumberjack skills to the test and see if you can be crowned the next "Camp Rotary Lumberjack"!

## **Board Game Night**

Come join us at MADE as we host a board game night. Scouts will have the opportunity to play some old favorite games or the chance to learn something new. Gameplay starts at 7:00pm.

## **PARTY AT THE TOWER! – Online sign up (extra cost)**

Spend an evening of challenge & excitement attempting to climb & rappel in the dark at our climbing/rappelling tower and take the plunge down our 755' Zip Line - if you dare! This event is open to the first 16 participants to sign-up, must be 13 years of age.

## **Movie Night presented by MADE**

Come join The MADE Staff as they host a free movie night at the Rotary Cinema with FREE popcorn! Please bring your own seat.

## **Open Zip**

Join us and make the leap down our 755' zip line.

## **Nature Trivia Night**

Do you have more nature knowledge than our staff? Join us at the Nature Center for Nature Trivia Night to determine if you've got what it takes to upstage our staff on nature knowledge.

## **WEDNESDAY ACTIVITIES/EVENTS:**

### **Polar Bear Plunge**

Join our Aquatics staff at the Waterfront at 6:30am for a bone chilling experience! The water may be warm, but it is the cool morning air that will get you as you view sunrise at camp in a way no other person can - from the beautiful Lake Beebe!

### **Vespers Service**

A Scout is Reverent. Please join us for a non-denominational service held at our beautiful Anderson Outdoor Chapel. Scouts & Units are encouraged to participate in this service. Be sure to ask how your Scouts can earn the Camp Rotary Duty to God Award while they are at camp.

### **Skeet Shoot Competition (extra cost)**

Sign up by noon on Wednesday and join us at our shotgun range from 2:30-4:30pm to compete against others in a round of American Trap



## THURSDAY ACTIVITIES/EVENTS:

### **Adult Leader Stress Reliever Shoot**

An event that combines skill with the pressure of competition to provide a spirited encounter that is as much fun to watch as it is to experience. 2:30 – 4:30 pm at the Shotgun Range. Open to adult leaders in camp only.

### **Order of the Arrow Ice Cream Social**

Ice cream for all Arrowmen at 9:30 pm, at the Dining Hall! Your sash or Lodge Flap is your ticket in. Don't forget that Friday is OA Day - wear your sash with pride!

### **Big Bass Fishing Tournament**

Fish on! Attention all adults, this one's for you! Show off your angling skills as you compete against other adult leaders in camp for the biggest fish out of Lake Beebe. Entry fee is \$5.00 and all proceeds go to provide program equipment for Camp Rotary. So, feel free to "Bring it" as you compete for bragging rights. We'll see you at the waterfront at 7pm.

### **Open Climbing**

Standing at 40-ft., our Climbing & Rappelling tower will challenge your Scouts like no other experience at camp! Your Scouts will learn all the skills needed to conquer the tower; such as safety, the proper knots, and the proper equipment. Open to all Youth and Adults, make sure to add the Climbing Tower to your to do list! Monday and/or Thursday from 7-9.

### **Karaoke Night**

Join us at the MADE program area for an evening of fun and singing.

### **Scoutcraft Triathlon**

Join us in a variety of activities to test your abilities

### **Aquatics Ninja Warrior**

Scouts, put your ultimate aquatics skills to the test! Complete this course in the fastest time and earn the right to call yourself an Aquatic Ninja Warrior. The course opens at 7:30pm.

## FRIDAY ACTIVITIES/EVENTS:

### **Adult Leader "Cast Iron Chef" Cook Off**

Adult leaders, here is your chance to showcase your culinary talents! Bring your favorite Dutch Oven recipes & ingredients to see if you have what it takes to win the title of Cast Iron Chef! The coals will be lit at the Society of George BBQ Pit behind the Dining Hall at 3:30pm. Cook your culinary delight with the other leaders while enjoying camaraderie, swapping recipes, tips and enjoying an ice-cold Root Beer! Judging will take place at 5:15pm. We will have three categories: Best Sweet Dish, Best Savory Dish, and Best Over All. You can enter as many categories as you wish! Ingredient acquisition is the responsibility of the individual.

### **Camp Rotary Carnival**

Our Friday night carnival is a great time to relax and play games with friends. Join us as we play both old and new games on our parade field, followed by our Carnival dinner. Games begin at 4:45pm and dinner will be served at 6:00pm.

### **Friday Night Campfire - Attendance Required by All Units**

What better way to end the week than a gathering of the entire camp for a closing campfire, complete with songs, skits, and performances from our campers! The Friday night campfire is followed by a very impressive Order of the Arrow Call-Out Ceremony. Families are encouraged to attend this memory-making event.

---

# CAMPWIDE ACTIVITIES & EVENTS

---

## **Spirit of the Eagle**

This program is the closing ceremony for each Friday night campfire. All Eagle Scouts in attendance (youth & adult) will be recognized for their accomplishment of reaching Scouting's highest rank. This special ceremony will not only recognize those who have reached the peak of the advancement trail, but also encourage those youth who are currently on the trail.

## **Open Zipline**

Join us for the chance to go down our 755' Zip Line. 1:30pm – 4:30pm

## **Cardboard Boat Race**

Be sure to bring your cardboard & duct tape to build your very own cardboard boat during the week - then race your vessel against other Units on Friday at 4:45pm at the waterfront!

## **Adult Leader Cannonball Contest**

Join us at Aquatics to see who can make the biggest splash. Open to one or two adults from each unit. Water flies at 5:00pm.

## **ALL WEEK ACTIVITIES/EVENTS:**

### **Artemis**

Artemis simulates a spaceship bridge, where Campers take on the role of an officer (ex: Captain, Science, Communications, Helm, Weapons, Engineering) on a ship, and complete missions. Artemis is designed as a team building exercise where each member of the team has a different task and they must work together to achieve success. Stop by MADE on Monday, Tuesday, or Thursday from 7-9 and give it a try! Sessions last 30 min and can accommodate a crew of 6 per session. Sessions will be filled on a first come first served basis.

### **The Big Fish Contest**

Calling all Scouts! Each week we put out the challenge to see who can bring in the biggest fish & receive the prize. Competition begins at 9am Monday and runs until 12noon Friday.

### **50-Knot Club**

Come test your knot-tying skills in Scoutcraft, any time in the evenings, to see if you have what it takes to be in the club and earn The PRIZE of a KNOT MASTER!

### **Range and Target Activities Top Shot Competition (Mon-Tue-Wed-Thur)**

You have a chance to prove that you are the ultimate marksman, come on down and prove that you are the best shot in camp. You must make every shot count! That's right, you only have 6 shots to try for a perfect score. So make those 2 shotgun, 2 rifle, and 2 archery shots worth it! Head to the ranges before 4:30pm on Thursday and give it your best shot.

### **Ugly Bug Contest**

Scouts are encouraged to participate in one of our Nature Area's fun contests, you have until 4:30pm on Thursday to bring in your ugliest bug to see if your bug wins the prize.

### **Photography Competition**

Head on up to the MADE program area and grab a list of things to capture with a camera. You have until 4:30pm on Thursday to complete as many as you can.

## TRADING POST

A well-stocked camp trading post is available to serve your unit's needs with snacks, drinks, games, fishing equipment, etc. Please be reminded that your Scouts' camp fee INCLUDES all related Merit Badge costs. If a kit is required to complete the Merit Badge (i.e., basketry, leatherwork, wood carving, etc.) they will receive the kit when they attend their Merit Badge session. Limited additional kits may be available for purchase. Rifle and Shotgun open programs still require a ticket to be purchased. No Scout or unit charge accounts are allowed.

**PLEASE NOTE:** No "unlimited" tickets will be sold for rifle or shotgun ammunition

### Methods of payment accepted at the Trading Post:

- |                   |                    |
|-------------------|--------------------|
| • Cash            | • Visa             |
| • Check (with ID) | • Discover         |
| • MasterCard      | • American Express |

*See page 103 for the Camp Rotary policy on knife sales.*

## CAMP EQUIPMENT & QUARTERMASTER



The following items are available for check-out from the Quartermaster, at no additional cost to your unit. The Quartermaster will be open for **45 minutes** after each meal. Please note that all equipment checked out from the Quartermaster must be returned no later than 5:45pm on Friday! Equipment not returned or returned damaged will be charged to the Unit upon their checkout on Saturday!

- Fishing Poles
- Fire Buckets
- Rakes
- Shovels
- Axes
- Saws
- Post-hole diggers
- Brooms
- Sharpening files
- Hammers
- Canvas rain-flies with wooden poles
- Dutch ovens



In addition to the above rentable items, each campsite comes equipped with a broom, rake, and shovel.

## TRASH REMOVAL

Each of our 11 campsites at Camp Rotary are provided with a critter-proof trash can. Please make sure that all trash generated in your campsite is placed in this receptacle. Trash pick-ups occur every Wednesday and Saturday by a member of our Ranger staff. Please make sure that the service drive to your trash can is accessible by a camp vehicle.



Please help keep Camp Rotary litter-free and use the trash cans. Additional cans are available throughout camp.

Units that need any special trash pick-ups are asked to please make arrangements with the Ranger Staff in advance.

## FIRE PROTECTION

Each campsite will have a fire extinguisher posted at the latrine. Fire extinguishers must be stored on the hook provided at the campsite latrine, where they are visible and accessible to all campers. The cost to recharge your fire extinguisher that has been discharged (partial or full) for any reason, other than emergency fire suppression, will be added to your Unit Statement at the end of the week. This fee is \$50. Please report any type of discharge to the Camp Office immediately.

BSA National Standards require the use of the Scout Fireguard Plan; our Camp Commissioners will be checking to be sure the Fireguard Plan is posted and being followed in your campsite. Fireguard Plans are handed out at the Sunday evening Leaders Meeting, and should be hung on your campsite bulletin board.

All campsite fire rings should have two (2) buckets of water near them at all times, regardless of if there is a fire burning in the pit or not. Fire buckets are available for check-out from the Quartermaster.

**NO FIRES SHOULD EVER BE LEFT UNATTENDED IN A CAMPSITE!**

All campfires in camp **MUST** be built in one of the camp provided fire rings! This includes the use of charcoal. The exception to this rule is when done as part of the scheduled camp program.

## FIREWORKS AND AMMUNITION

The possession of fireworks at Camp Rotary is strictly prohibited. Anyone that is found with **ANY** type of fireworks, including small ones like snappers, will be immediately removed from camp - no refund.

If you or anyone in your unit is in possession of fireworks (including in their car in the parking lot) upon arrival in Camp, please check them in at the Camp Office. Our Shooting Sports Director will then secure them for the week, returning them to the unit on Saturday morning before your departure.

Personal ammunition & projectiles are not permitted in camp; including but not limited to:

- Shotgun shot-shells or slugs of any gauge
- Rifle cartridges (rimfire or centerfire) of any caliber
- Handgun rounds of any caliber
- Arrows of any length and/or material

In order to comply with BSA policy, we use specific calibers here at camp. Bringing your own ammunition can cause dangerous situations. Ammunition is provided for all those students taking shooting sports merit badges, and additional ammunition is available for purchase at the Trading Post for use at camp. If you have any ammunition in your possession upon arrival at camp, immediately check it in at the Camp Office. Our Shooting Sports Director will store it for you in a secure location, and it will be returned to you before your departure on Saturday. Ammunition may NOT be stored in your vehicles in the parking lot.

## CAMP MAIL

To ensure that each Scout gets their mail in a timely manner, please fill out the address as seen below:

Scout's Name - Unit Number  
Scout's Campsite  
Camp Rotary  
3201 S. Clare Ave.  
Clare, MI 48617

Failure to properly address letters & packages will cause delays in delivery! A mail box for the deposit of outgoing mail can be found at the Camp Office.

Incoming mail will be put in a special mailbox that is assigned to your unit upon your arrival to camp. Mail is typically available for pickup in the office after 1:30pm. Under no circumstances will anyone be required to perform any special act such as singing or dancing to get their mail. All camp mail will be delivered as promptly and efficiently as possible. Mail early! - remember that units leave camp before the mail arrives on Saturday.

Be sure to check your mailbox before leaving camp on Saturday; often times mail is left behind due to failure to check your mailbox. Stamps and envelopes can be purchased in the Camp Office.



## CAMP PHONE

Routine phone messages will be placed in your unit mailbox. Urgent messages will be delivered as soon as we can locate you. If you have reason to believe you may be receiving an urgent call, please notify us and keep us advised of your whereabouts.

Scouts should have limited use to their cell phones, but may use them if needed for merit badge instruction, or for use of taking camp photos. The use of cell phones by adults is allowed, however, Scouts are not allowed to have pagers or 2-way radios in camp. Talking on cell phones is strictly prohibited in all program areas. Units may wish to bring 2-way radios, for use by unit adults only.

Campers needing charging services for their mobile devices may charge them in the Camp Office or (adults only) in the charging station provided in the Adult Leader Lounge.

Charging of cell phones at the shower houses is prohibited.

### **Emergency 911 Calls**

All camp phones have Emergency 911 calling ability. Please educate your Scouts that if a 911 hang-up call is made, the Clare County Sherriff Department will respond & camp will be evacuated to the Central Dining Hall until the “all-clear” signal is given. It will be the responsibility of the unit for any fees billed to Camp Rotary by Clare County Emergency Services for any false 911 calls. Any camper making a false 911 call will be immediately removed from camp - no refund - and subject to prosecution.

## WI-FI

For your convenience, Camp Rotary provides free wireless internet to all Scouts and Adult Leaders in camp. Look for the signal “CR\_Guest.” There are several locations in camp where you can receive a good signal; stop in at the office for details.

Please note that the Camp Rotary wireless network is not secured, but is filtered for content.

Campers will need to bring their own laptops/PCs; a limited number of computers are available for leader use in the Adult Leader Lounge.

*Camp Rotary is not responsible for loss, theft, or damage to your equipment.*

*In no event shall the Michigan Crossroads Council, and/or its respective suppliers, be liable for any special, indirect or consequential damages or any damages whatsoever resulting from loss of use, data or profits, whether in an action of contract, negligence or other tortious action, arising out of or in connection with the use or performance of information available from our wireless network.*

## CAMPSITE ELECTRICITY

Camp Rotary does not currently offer electricity in any of our campsites!

### **Extension Cords:**

The running of extension cords of any kind to any camp buildings and/or shower houses is strictly prohibited. Extension cords create a safety hazard for our campers, leaders, and staff and will be immediately removed without notice by the Ranger.

### **Campers with Electric Needs:**

Campers that have special electric needs **MUST** make arrangements with the camp office at least 2 weeks prior to your arrival. If a camper requires electricity but does not have portable power - Camp Rotary has limited sites available. Please note - campers that require use of camp power will not be housed with their unit in their campsite.

### **CPAP Machines:**

Individuals requiring the use of a CPAP or similar machine will need to have a rechargeable battery and power converter. These are not provided by Camp Rotary. Vehicles will NOT be allowed in the campsite to serve as a power source. Arrangements can be made with our Ranger Staff to pick up, charge, and deliver your battery as needed.

An alternative option for campers is to bring a small, quiet generator. Camp Rotary does not supply fuel to its campers.

Charging stations for smaller batteries are available to you in the Adult Leader Lounge at the Dining Hall or outside the Quartermaster Building

### **Charging Your Electronic Devices:**

Unit leaders that need to charge their portable electronic devices (such as cell phones, laptops, etc.) can do so in the Camp Office where several power strips are available to charge your devices in a secure location.

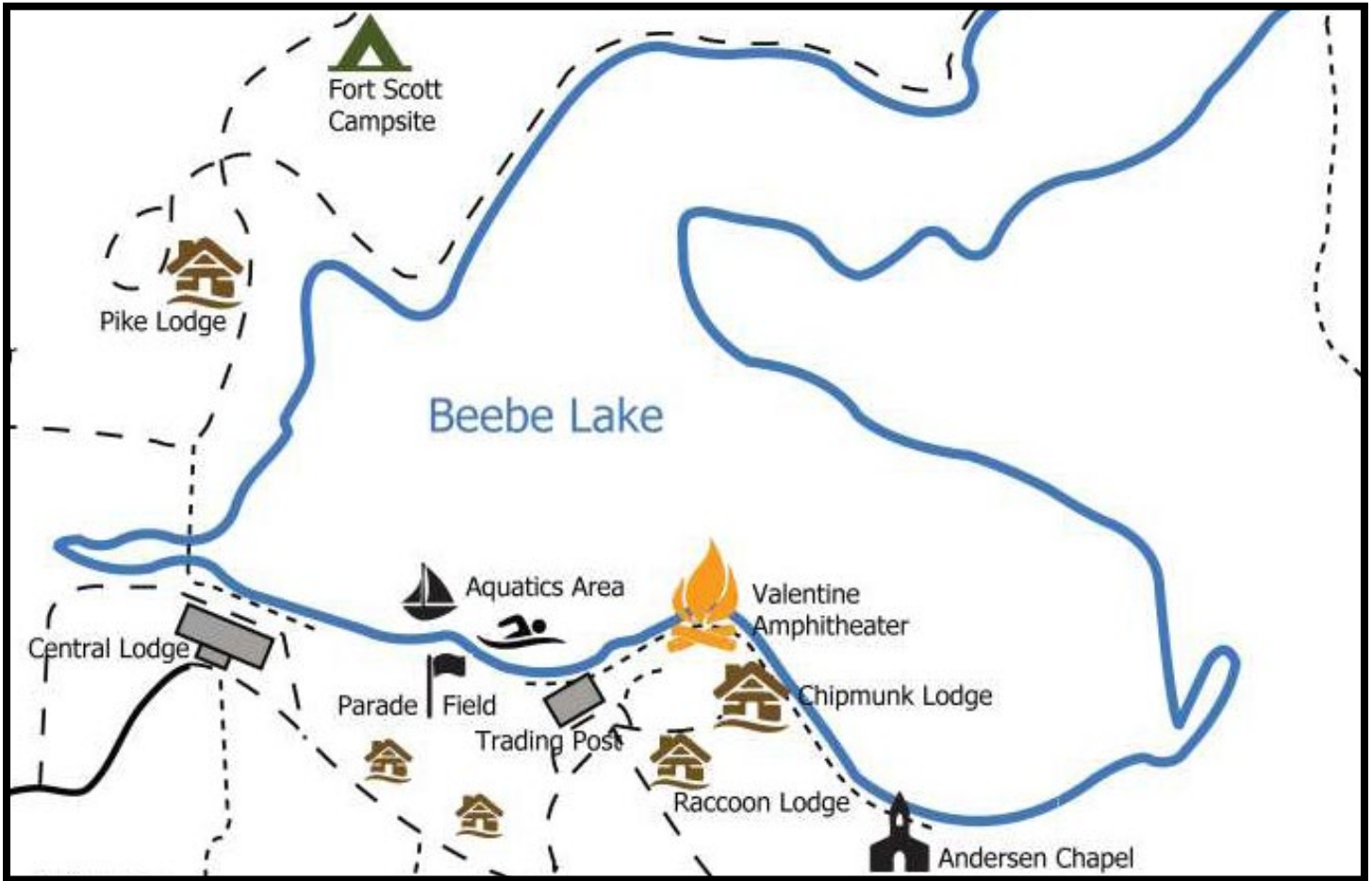
Leaders may also charge their electronics in the charging lockers provided in the Adult Leader Lounge. Leaders wishing to lock their electronics must provide their own locks; locks will be removed by the camp management if they have not been removed by the owner after 24 hours. Electric plugs are very limited elsewhere in camp!

Charging of cell phones at the shower houses is prohibited

*Camp Rotary is not responsible for theft, loss, or damage to electronics.*

## FISHING & LAKE FRONT ACCESS

Beebe Lake provides an excellent opportunity for fishing. Fish species include large-mouth bass, bluegill, sunfish, pumpkinseed, catfish, and northern pike. Because Beebe Lake is private, you do not need a state fishing license, but you are required to go to the Camp Office for a fishing map. The area between the footbridge (just west of the Dining Hall) and the Anderson Chapel are offlimits to shore fishing. All fishing is CATCH & RELEASE with the exception of the Fishing Merit Badge.



### CAMP ROTARY FISHING RULES

1. Bait restrictions: No minnows allowed!
2. The shoreline area from the footbridge to the Andersen Chapel is off-limits to fishing - absolutely no fishing is allowed in/from the swimming area!
3. Only Camp Rotary watercraft are to be used on Beebe Lake - no outside watercraft (and/or motors) of any kind are allowed on Beebe Lake. Watercraft are only to be used during Aquatic program hours; there must be a "BSA Swimmer" in each watercraft; all Aquatics rules for boat use must be followed.

## BIKES IN CAMP

For units attending Camp Rotary, we allow the use of bicycles on camp property. Please carefully read and understand our rules for safe operation of bikes within the camp below. Camp Rotary is not responsible for lost, stolen, or damaged bicycles, so please make sure to bring the proper equipment to secure your bike!

1. Bikes must be operated on the camp roads ONLY! No riding or walking on paths, hills, in water, or any place other than the roads that are meant for vehicle traffic.
2. While riding on roads, if a vehicle approaches from either direction, the bike and rider must come to a complete stop and move five (5) feet off to one side of the road until the vehicle has passed. Riders will **not** chase down vehicles on their bikes.
3. Helmets are **required** to be worn at all times! A helmet must be worn properly - fitted snugly to the head and buckled under the chin. Your unit number must be displayed on your helmet!
4. Bikes will be operated safely. No stunts, wheelies, or reckless usage. All riders **must remain seated** while riding - and must maintain control of the handlebars with at least one hand.
5. No bikes will be allowed anywhere in program areas, Dining Hall, Parade Field, or any area designated as off-limits by the camp administration. When visiting a program area, please ask the staff present where the designated parking area is.
6. Please leave bikes parked in the campsite for Parade Field formations, meals, and campfires. You may park bikes in the campsite out of the way of any service road. Bikes may also be parked at the designated racks near the Trading Post & Dining Hall.
7. No bikes will be operated after sunset or before sunrise (bikes should be locked up or stored away in the unit trailer for the night).
8. Scouts and leaders who bring bikes to camp are required to check the bike in at the Camp Office and sign up for a bicycle operating license. Your license tag is to be displayed on your handlebars.

Failure to follow the rules of bike safety and rules of the Camp will result in forfeiture of the bicycle operating license and/or the impoundment of the bicycle by the Camp Ranger - impounded bikes will be available for pick-up at the Camp Office during Saturday check-out.

**Lost Bikes: If your bike is missing, please check with the Camp Ranger or the office.**



---

# CHAPLAIN SERVICES & RELIGIOUS PROGRAM

---

A Scout is Reverent, they are reverent towards God. They are faithful in their religious duties and respect the beliefs of others in matters of customs and religion.

As a Scout experiences the wonders of the outdoors, stormy weather and calm blue skies, pounding surf and trickling streams, bitter cold and stifling heat, towering trees and barren desert, they experience the work of God. Appreciating life in its multitude of forms, from the smallest insects to gigantic wildlife, a Scout comes to terms with their place in the world. Though humans are the dominant beings on our planet, we need to play the role of steward rather than king - tending and caring for our world instead of taking all we can for our own comfort.

Many outdoors people claim that the wilderness is their 'church' rather than a specific structure or organization. These people revere in the awesome power of God by being in the thick of natural creation. The reverence expressed for the world and its creation is common ground that all Scouts can reach when struggling to understand the last point of the Scout Law.

No matter the specific religion or denomination, being reverent toward God should include our natural environment. In nature, there is no good or evil, just survival. Animals don't have the human vices of lust, pride, envy, gluttony, greed, sloth, or anger. We can learn a lot about simplifying and enjoying life from observing the wild creatures. We can also learn how our ability to care for and serve other puts us above the simple animals.

Respecting the beliefs of others can be a challenge. It does not mean to accept and believe those other beliefs. It means to allow other people the freedom to believe what they have found to be true in their lives. We as Scouts, therefore, need to be careful not to promote specific practices of one faith for all those present.

Reverence fosters joy and a cheerful heart, able to appreciate and care for the good in life.

## **The Role of the Camp Chaplain**

The Camp Chaplain is responsible for all of the religious functions that take place at camp. They serve as the chief morale officer for the both the campers and the staff. The chaplain serves in a counseling / commissioner role, giving guidance and encouragement to those that may need it during their week of camp. The Camp Chaplain also gives Scouts encouragement to share their talents with all of camp.

## **Vespers Service**

A weekly Vespers Service will be held on Wednesday evening. This is a non-denominational religious service which will give Scouts and Scouters an opportunity to do their duty to God.

## **Duty to God Award**

Scouts are provided the opportunity to earn the "Duty to God" award while they are at camp and can purchase the "Duty to God" patch at the Camp Office. To earn this award, Scouts need to take part in daily devotionals, take part in the camp religious service, and learn about the religious emblems program. For more information on the Duty to God award, please see the Camp Chaplain or visit the Camp Office.



---

# HEALTH & SAFETY

---

## CAMP HEALTH DIRECTOR

Camp Rotary employs a full-time Health Director during the summer season, who has the duty of administering to the health needs of our campers, leaders, and staff. This person will perform services which are within his/her training and ability.

Any injury or illness requiring additional skill will be attended to by a doctor. Camp has written agreements with the MyMichigan Hospital in Clare to accept camp emergencies at all times. If the Health Director deems that an injury is beyond their ability to treat, and is not a life threatening injury, the Unit Leaders are expected to drive their Scouts to the local doctor or hospital. *All accidents or injuries should be reported to the Health and/or Camp Director immediately!*

## HEALTH FORMS & TETANUS SHOTS

Please refer to the MCC Administrative Program Guide on specific details regarding Health Forms and Tetanus Shots.

**Per State of Michigan policy, all Health Forms must be kept on file at Camp - HEALTH FORMS WILL NOT BE RETURNED - please bring a photocopy to camp - we are not able to provide a copy of your Health Form to you.**

## CAMP ROTARY RELEASE OF CAMPER FORM

Because of the layout of Camp Rotary, in the fact that the Camp Office is separate from the Health Lodge, all campers will need to fill out the Camp Rotary Release of Campers Form in addition to the BSA Health Form.

The Release of Campers Form includes information regarding who the Scout may and may NOT leave camp with and will be turned in separately from the health form. A Scout will NOT be released to anyone who is not listed on this form for any reason, including parents!

## MEDICATIONS

The State of Michigan has strict guidelines on the dispensing of medication. The following must be followed without any exceptions. Not following these instructions can lead to the Scout not receiving their medications or the Scout having to be sent home.

- All over the counter medications must be in original containers with a signed note from a parent or guardian stating that this medication can be dispensed to the Scout including dosage amount and frequency.
- All prescription medication **MUST BE IN ORIGINAL CONTAINERS** and will be given as prescribed on the container. Any changes to the prescribed dosage must have a note from the **PRESCRIBING PHYSICIAN** on prescription pad or office stationary stating the new dosage.

**NO** medication can be dispensed if the above conditions are not satisfied.

## DISPENSING MEDICATIONS

To make sure that everyone is clear on the rules regarding the dispensing of medications at camp, please be reminded of the BSA National Camp Standards Policy. The wording in the National Council rules and regulations which govern the issuing of medications at camp was recently changed to specify that all medications, for both youth and adults, are to be kept under lock and key.

Your unit can choose to have your medications administered by the Camp's Health Director or a designated adult leader in your unit.

If your unit elects to administer their own medications, the camp's Health Director will issue you a lock-box and health log. When not being administered, all medications are to be kept locked and under the supervision of a designated adult leader. All medications administered must be recorded in the health log provided. The health log must be turned in to the camp's Health Office, along with the lock-box, at the end of the week. If your unit would like a copy of your health log, the camp will provide you with one upon request.

Any medications required by an individual for life-threatening conditions (i.e. bee-sting, heart medications, or inhalers) will be **required** to be carried in the prescribed quantity on the person having that need at all times!

## HOSPITAL VISITS

Any injury or illness requiring additional skills outside of the capability of the Camp Health Director will be attended to by a doctor. Typically this requires a trip to the local clinic or Emergency Room. *All accidents or injuries should be reported to the Health and/or Camp Director immediately!*

Unit Leaders are expected to drive their Scouts to the local doctor or hospital for non-life threatening situations.

For more serious issues, Camp Rotary has an agreement with the local ambulance service. The response time to camp for MMR is within 10 minutes.

### Directions to Urgent Care - Clare, MI:

1. Turn left out of the camp driveway onto S. Clare Ave. and drive for approximately 8 miles.
2. Emergency room is located at 104 W. 6th Street on the right side of the road (just past Huntington Bank and across from the Marathon gas station)

### Directions to Emergency Room - Clare, MI:

1. Turn left out of the camp driveway onto S. Clare Ave. and drive for approximately 8 miles.
2. Emergency room is located at 104 W. 6th Street on the right side of the road (just past Huntington Bank and across from the Marathon gas station)

---

# CAMP ADMINISTRATION

---

## CAMP MANAGEMENT

Camp Rotary has a resident Camp Director, a trained Program Director, and a Camp Commissioner who have the responsibility of serving your needs. They are always willing to listen to your concerns and assist you in your unit's program. One of their tasks is to ensure that Camp Rotary meets the high standards of a BSA National Standard Camp. This includes extended special training and National Camp School Certification for key adult personnel. The Camp Director, Program Director, Ranger, Aquatics Director, Shooting Sports Director, COPE/Climbing Director, Commissioner, as well as others, are National Camp School Certified. Re-certification is required at least every 5 years. Our staff at Camp Rotary has several staff members who carry multiple certifications.

## CAMP VISITATIONS

The National Office of the Boy Scouts of America states that the purpose of the National Camp Accreditation Program (NCAP) is to help councils elevate camps to new levels of excellence in delivering Scouting's promise to youth. Councils will engage in a rigorous review of camps and properties, continuous improvement, and correction or elimination of substandard practices.

The NCAP achieves this purpose through the following:

- National camp standards
- Application and Authorization to Operate review
- Camp Strategic Analysis
- Continuous Camp Improvement Program
- Annual camp assessment process

Only camps that successfully complete all five aspects of the NCAP are BSA accredited camps.

Our camp is inspected during the first week of operation by a team of trained "Visitation Specialists" to ensure that our camp & programs meet BSA National Standards. The State of Michigan/Department of Human Services, the Health Department and other departments concerned with the safety and well being of our campers also make routine inspections of the property and program.

## COUNSELOR IN TRAINING PROGRAM (CIT)

To be a CIT at Camp Rotary, a Scout must be at least 14 years old. They must demonstrate leadership ability and/or be nominated by an Area Director, approved by their Scoutmaster. They will then be interviewed and must be invited by the Camp Program Director. No Scout should "campaign" for consideration other than by being a good Scout and an obvious leader.

CITs will have the opportunity to experience camp life as a staff member and thereby be able to make a determination as to if they want to be a regular staff member in future years. Also, they could have a greater opportunity for future staff positions, as their time at camp as a CIT provides a setting for ongoing interview and evaluation by the area directors and the Program Director. Each CIT is evaluated in multiple areas each week, and this evaluation is taken into consideration if the CIT decides to apply for staff in the future.

To apply to be a CIT please visit: [www.michiganscouting.org/campstaffapp](http://www.michiganscouting.org/campstaffapp)

## CAMP SECURITY

Camp Rotary employs numerous security precautions to make sure that your week of camp is as enjoyable and safe as possible. Please make sure that you and your Scouts ALWAYS wear the colored wrist bands issued to you at check-in and ALWAYS be on the look-out for individuals not wearing a wrist band. Please immediately direct all individuals not wearing a wrist band to the Camp Office to be properly checked in. *If your wristband breaks during your stay, please immediately visit the Camp Office for a replacement!*

NEVER leave any valuables (cash, jewelry, electronics, etc.) unsecured in your campsites especially on check-in & check-out day. Camp Rotary is not responsible for the loss or theft of personal property.

## VISITOR POLICY

1. Visitors must check in at the office and sign in (Visitor Check In/Out Log) EACH time they visit. If you have visitors at your site, please escort them immediately to the Camp Office so that they may check in.
2. **ALL** visitors to camp over the age of 21 **MUST** have a **Michigan DHS Clearance Form**.
3. Visitors must receive a Visitor's Wristband from the office and they must wear it while on Camp Rotary property.
4. No pets are allowed anywhere in camp beyond the parking lot. Registered service animals are welcome on the property with accompanying paperwork.
5. Visitors must sign out in the Visitor's Log before departing Camp Rotary EACH time they visit.
6. Meals are available for visitors at Camp Rotary. Visitors **MUST** notify the Camp Office at least 24 hours before the meal they plan to attend. **NO WALK-INS**. Meal tickets can be purchased at the Camp Office: Breakfast \$6.00, Lunch \$7.00, Dinner \$8.00, Friday night carnival \$8.00 (children under 5 are free). You must have a meal ticket to enter the Dining Hall. Depending on camper numbers and seating availability, visitors might not be seated with the unit they are in the camp to visit.
7. If anyone should encounter a suspicious person or intruder in camp, please contact the Camp Director, the Program Director, the Camp Ranger, or a Camp Staff member immediately.
8. All Scouts wishing to check in or check out from camp must do so at the camp office. Only the person(s) whose names appear on the "Release of Campers" form can check a camper out of camp - **NO EXCEPTIONS!** If any of your Scouts will be leaving camp early, please be sure the adult picking up your Scout is listed in the Release of Campers form.
9. No family members or guests can stay overnight at Camp Rotary.
10. Please remind your unit families that the camp vehicle policy prohibits vehicles in campsites. Individuals needing special assistance can get a special vehicle permit at the camp office.

**This policy and other safety concerns will be reviewed weekly or as needed to ensure the safety of the campers.**

# UNIT EQUIPMENT CHECKLIST

Every Unit at camp should take a few minutes to determine if it has everything necessary for a quality program. The following is only a suggested list of items to take to camp - consult the Scoutmaster's Handbook for a more detailed list.

## SUGGESTED UNIT EQUIPMENT CHECKLIST

✓	PAPERWORK
	This Leader's Guide - and Accompanying Camp Guide
	Completed & Checked BSA Health Forms & Release of Campers Forms (as applicable by camp)
	State of Michigan Central Registry Clearance Letters for all 21+ Year Old Adults
	Proof of BSA Membership for all 18+ Year Old Adults
	Pre-Camp Swim Check Forms (if applicable)
	Campfire Skits & Songs Ideas/Book
	Unit Record Book with Advancement
	The Scoutmaster's Handbook
	Copy of Current YPT certification for ALL adults
✓	CAMPSITE
	Dining Fly (suggest one per patrol)
	Propane (make sure to follow your camps' Chemical Fuel Policy as applicable)
	Coffee Pot (or other means for boiling water)
	Unit & American Flags
	Lockbox / Lockable Storage for Valuables
	Lantern(s)
	Rope or Binding Twine
	Clock
✓	HEALTH & SAFETY
	First Aid Kit
	Lockbox / Lockable Storage for Medications + Medication Log Sheet (provided by camp)
	Hand Sanitizer



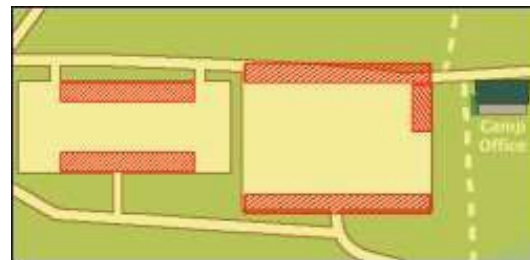
# CHECK-IN PROCEDURES

The management and staff of Camp Rotary pledges to do everything possible to ensure that you and your Scouts pass through the check-in process as efficiently as possible. Immediately upon arrival at camp, your unit will be assigned a Unit Host, a member of the camp staff, who will assist your unit throughout the check-in and check-out process. There are, however, several things you can do to expedite the check-in process:

- **Arrive on time:** Units will be assigned an arrival time by the camp AT LEAST 2 weeks prior to their scheduled session - Units should select which time(s) work best for them to arrive at camp on their Unit Registration. *NOTE: this does not guarantee that this will be the time of your arrival - your official arrival time will be assigned to you by the Camp at least 2-weeks prior to your arrival.* Please plan to arrive as close to your assigned arrival time as possible - doing so will help ensure that you have enough time to unpack and make your health and swim checks, etc. before dinner.

Your Unit Host will greet your unit in the parking lot and help you find your campsite - they will then guide your unit through the whole check-in process. Due to state licensing restrictions, early arrivals are not available at Camp Rotary. If you have an issue with your arrival time, please contact the Camp Director.

- **NO VEHICLES ARE ALLOWED IN THE CAMPSITES:** Units that have carpooled to camp will have the option of hiking their gear in, or may put their gear into one of our camp provided baggage wagons, which our ranger staff will take back to your campsite for you. If your unit has a trailer, the tow vehicle will be allowed back to the campsite where they must drop the trailer; they must then return the tow vehicle to the parking lot.



- **Parking:** All unit trailers should proceed directly to the camp gateway for access to their campsite. Please DO NOT park your unit trailer in the parking lot as space is limited. All other vehicles will be directed to a parking spot in our lot. Please note the parking (tan) and no parking (red) areas highlighted below. Vehicles parked in "No Parking" are subject to being towed at the owner's expense.
- **Have the following items ready with you BEFORE check-in:**
  - ☐ 3 copies of your completed Unit Roster
  - ☐ Your Scout & Adult Leader Health Forms - in alphabetical order
  - ☐ Your Camper Release Forms
  - ☐ Your Adult DHS Registry Clearance Forms
  - ☐ Proof of Adult Registration for ALL Adult Leaders attending camp during the week
  - ☐ Proof of YPT for all adult leaders
- **Have 3 copies of your complete Unit Roster ready:** Two copies are needed by the camp for check-in and the other is for you. Valuable time is often lost by having to fill out a roster during your check-in at the camp office. Units will not be allowed to check in without a complete (youth & adult) roster. Don't delay the check-in process; please have your rosters ready! Please use only the MCC Camp Roster Form available online.

- **Have your Scouts' BSA Health Forms ready:** Time is needlessly wasted every summer when units arrive with missing or incomplete health forms. If you will not be the leader in charge this summer, please take the time to make sure that whoever will be in charge has the complete set of health forms for your unit in alphabetical order.
- **Have your Camper Release Forms ready:** Please make sure EACH Scout has a Camp Rotary Camper Release Form completed and ready to turn in at the Camp Office during your check-in on Sunday. Camp Rotary does NOT use the Release of Camper section found in Part B of the BSA Health Form!
- **Have your DHS Forms ready:** EVERY adult, overnight or visitor, attending camp is REQUIRED to have a DHS Registry Clearance form. A new DHS form is required every year—previous years forms are no longer valid. These forms will be collected at the Camp Office during check-in on Sunday. Please provide the office with a copy of the DHS Clearance Form for all of the adults in your unit who will be attending camp during the week. These names will be entered into the MCC Registry Clearance Database. You will not have a copy of this form returned to you, as these are required to be kept on file by the State of Michigan. Any units attending from out-of-state are required to bring a copy of their state's equivalent form or the self-certification form, which can be found on the MCC Website.
- **Have proof of your Adult Registration ready:** It is now a requirement of the BSA National Office that any adults that will overnight with their unit as part of a long-term resident camp be able to show proof of their registration with that unit. Units are asked to bring a print-out of their re-charter form or a copy of EACH adult's registration cards. If you need assistance in getting these items, please contact your Unit Service / District Executive. Adults without proof of registration will not be allowed on camp overnight – no refunds will be issued for non-registered adults.
- **Have Proof of current YPT for all adults.**
- **Swimsuits:** Be sure your Scouts are wearing their swim suits upon arrival or at least have them close at hand and ready to wear for their swim test. The BSA Swim Test is administered as part of the check-in process. Appropriate attire is required while in the Aquatics Area: For males, tight fitting swim briefs or swim bottoms short enough to allow exposure are not allowed - no speedos. For females, bikinis are not allowed; modest tankinis or one-piece swimsuits are appropriate.
- **Be ready for your Medical Check:** All health forms & medications will need to be reviewed. Medical checks will take place off of the camp parking lot while your unit leadership is checking in. Do not leave the Medical Check area until cleared by the medical team.
- **Be patient:** We will do everything possible to get you settled and ready for a great week of summer camp. Inclement weather, however, can bring the entire check-in process to a grinding halt. The general flow will be: Health Checks, Swim Checks, Range and Target Activities Orientation, Dining Hall Orientation, & Camp Tour (required for 1st year units, optional for returning units). Your cooperation and patience will be greatly appreciated!

---

# CHECK-IN PROCEDURES

---

Camp Rotary utilizes a two-day checkout process. Please review the process below:

## **Friday Check-out Procedures**

Please make sure that ALL monies due to your unit are all in the system by 4:30pm on Friday! It is EXTREMELY difficult to issue refunds once camp has closed for your session.

Campsite Tear-down: There are no open program areas on Friday night. Camp Rotary encourages our units to make good use of the open time between dinner and closing campfire. Below are listed some easy “to-do” items that can expedite your check-out process on Saturday morning:

Have your campers pack up all of their personal gear, with the exception of their sleeping bag, the clothes they are going to wear the next day, and their pajamas. This will allow for quick and easy loading of the trailer or baggage wagon the next morning.

Drop your unit’s dining/rain fly and pack it and any patrol boxes, tables, lanterns, & other unnecessary items into the unit trailer.

Return any rented tools from Camp Rotary to the Quartermaster building.

## **Saturday Check-out Procedures**

1. Removal of unit trailers / camp baggage wagons: Starting at 7:30am, members of the camp ranger staff will begin pulling camp baggage wagons to the parking lot. The signal to the ranger that your wagon is ready to be towed is that the rear gate is secured in place. Please do not secure the rear gate until you are ready to have your baggage wagon pulled. All units are asked to keep their personal trailers in the campsites until the tow vehicle & trailer are physically ready to leave camp. Please DO NOT park unit trailers in the parking lot. Units will be allowed to let their tow vehicle drive back and hook up during dinner on Friday night.
2. Closing Ceremonies: The week’s closing ceremony will take place on the Parade Field immediately following Saturday breakfast. All units will be dismissed at the conclusion of the ceremony.
3. Office Check-out: Your last stop before leaving camp will be at the Camp Office. After your Unit Host has completed the checkout sheet, you will receive your unit packet containing: your unit’s Merit Badge Report, Buddy Tags, NRA targets & certificates, etc. Don’t forget to check your mailbox! *Remember, health forms are not returned to the unit per State of Michigan Policy.*
4. Departure: After everything listed above is complete your unit will be dismissed from camp. All units must be off camp property by 12:00pm

---

# FOOD SERVICE

---

## TABLE ASSIGNMENT

Table assignments will be made on Sunday upon arrival at camp. Every effort will be made to keep the unit and adults together, BUT SOMETIMES THIS IS NOT POSSIBLE. You may be asked to share a table with another unit. Cooperation from the unit leader is essential.

## DINNING HALL DRESS CODE

All Scouts and leaders should make it a point to use the latrine and wash prior to arrival to each meal. While the scout uniform is recommended attire at all times it is required during the evening meal. Unit or Camp T-shirts are acceptable for breakfast and lunch. All hats should be removed while in the Dining Hall. *Backpacks are to be left on the porch of the Dining Hall during meals!*

## ADULT SUPERVISION

The adult leader at each table is responsible for the conduct, manners, and general supervision of the Scouts at his or her table. Please help regulate portions and food waste so that each Scout gets their fill. Adult Leader help in the Dining Hall is a MUST!

## TABLE MANNERS & GRACE

Mealtime is the time for Scouts to be on their best behavior. It should be a time of relaxation, good manners, and pleasant conversation. "Please" and "Thank You" should be the order of the day. We suggest that this is an opportunity to teach Scouts how to set a table properly. A neat appearing dining table can help make the meal taste better. A Scout is Reverent - Units will assist in saying grace before each meal during the week.

### The Camp Rotary Grace

As we gather on this day  
We take time to bow our heads to pray.  
Bless this food from God above  
Keep us safe with your love.  
Amen.

### The Philmont Grace

For food, for raiment,  
For life, for opportunity,  
For Friendship & Fellowship  
We thank thee O, Lord.  
Amen.

## HOSTS

One host is required per table. Each Scout will have a chance to act as the host. The host must be in the Dining Hall 15 minutes before the meal. It is their responsibility to set the table per the instruction of the Dining Hall Steward/Stewardess. It is also their duty to secure seconds during the meal. The assistant host will stay after the meal to clean up, again following the instructions of the Dining Hall Steward/Stewardess.

---

# FOOD SERVICE

---

## MEAL TIMES

Meals are offered three times daily and they are as follows:

Breakfast:	8:00 am
Lunch:	12:15 pm
Dinner:	6:00 pm

Meals are served Family Style requiring a Host and an Assistant Host who will set the table, serve the food and clean up after the meal. These positions are rotated around the table so that everyone has an opportunity to enjoy the adventure of helping out (with the exception of the adults at the table). Each table will host an adult unit leader and may host a camp staff member along with their Scouts.

## MENU

All menus will be available for review and are approved by a nutritionist. As is necessary, improvements to menus will be made as appropriate on an ongoing basis. Menus are available under the “attachments” heading on the registration site.

For campers that require special dietary needs, please refer to the procedures below.

Our Food Service Staff will be happy to assist you and your Scouts during your stay at camp!

## MEAL SET-UP AND CLEAN-UP

While every effort will be made to get you & your Scouts in and out of the Dining Hall in a timely manner, experience shows that the amount of time spent in the Dining Hall is directly proportional to the attention given to the instructions given by our Dining Hall Steward/Stewardess. Please help set the example for your Scouts and be sure to follow Dining Hall instructions/procedures. When you are in the Dining Hall, our Dining Hall Steward/Stewardess is in charge and his/her instructions must be followed to ensure everyone is fed promptly and in a timely fashion.

Set-up before the meal and clean-up after the meal is to be done by your Scouts, not the adults. Assistant Hosts are to remain seated when the unit is dismissed after the meal. Clean up after a meal will not begin until everyone (except the Assistant Host) has left the Dining Hall. Assistant Hosts must remain seated until instructions have been given to start the clean-up process. With your assistance and cooperation, your Dining Hall experience for the week will be a positive one!



## SPECIAL DIETARY NEEDS

The Michigan Crossroads Council defines a special dietary need as one of the following:

1. A known food allergy
2. A diet based on a pre-existing medical condition
3. A diet based on religious principles

Persons with diets that do not fall under the above categories do not qualify for special diet services while at camp. Please consult with the Camp Director for further information & guidance.

Camp Rotary continually strives to make your dining experience a positive one during your stay with us. Great care is made to ensure quality, quantity, & variety in each meal we prepare.

However there are also people who require special attention to their diet. We make it a practice to accommodate as best we can those who have special dietary needs. This can be done by contacting the Camp Director at 989-386-7943 at least **2 weeks** prior to your arrival at camp.

*While every effort will be made to accommodate the special dietary needs of you and your Scouts, you may need to bring supplemental food items to camp that we cannot provide locally.*

Campers who require special diets should note so on their registration. In order to make your final payment for camp, you will need to list any dietary restrictions on each camper's registration.

A screenshot of a registration form. At the top, there is a red circle with a white exclamation mark followed by the text 'Dietary Restrictions ?'. Below this is a rectangular input box with the placeholder text 'Dietary Restrictions' in a light gray font. The box has a thin gray border and a small icon in the bottom right corner.

If the camper has no dietary restriction, simply type “NONE” in the box.

If the camper does have dietary restrictions, type them here. Dietary restrictions include:

- Food allergies (i.e. eggs, milk, soy, banana, etc.)
- Diets based on a medical condition (i.e. gluten free, vegetarian, vegan, etc.)
- Diets based on religious principles (i.e. Kosher, Halal, etc.)

Camp Rotary has worked with both our food service provider and local businesses to do our best to accommodate our campers that have special dietary needs. In the event that we cannot accommodate a special dietary request, *campers with a highly regulated diet will sometimes need to bring their own food to camp with them.*

All special dietary needs are prepared at their own separate station in the kitchen. One member of our kitchen staff is responsible for all preparation and cooking of special food diets.

The Camp Rotary Dining Hall is a “nut free” facility.

---

# FIREGUARD PLAN & CHEMICAL FUEL POLICY

---

## FIREGUARD PLAN

- At check-in, each campsite will be issued a fire extinguisher which must be placed on the provided hook at the latrine and be accessible to all campers & adults for both units in the site. Your unit will be charged to refill your fire extinguisher for any/all “non-emergency” discharges.
- Upon arrival in camp, the unit fireguard chart will be issued and must be filled out completely and posted on the unit bulletin board. This sheet is to be filled out daily; not in advance. This is a mandatory standard required by the BSA.
- The unit fire warden should check the chart each day to be sure that the deputy fire warden has checked the equipment.
- Two buckets, filled with water, must be kept adjacent to the fire ring at all times. A 5-foot area around your fire ring should be raked clear.
- **Please only use the fire pit that has been provided in your campsite.** Units found to be using unauthorized fire pits will be fined a \$50 charge at the end of the week.
- There must be at least one fireguard (youth or adult) present whenever there is a fire in the campsite. If the assigned fireguard has to leave, they either need a replacement or the fire must be put completely out, cold.
- Camp Rotary **does not** provide firewood. There is plenty of downed wood all over camp. Please burn what you can find in your campsites.
- No flames in tents must be strictly enforced!
- Council policies regarding use of stoves, lanterns, and chemical fuels must be communicated and enforced. These policies are available and published for all unit leaders and can also be found in the Camp Rotary Leader Guide.

## CHEMICAL FUEL POLICY

1. Use compressed or liquid-gas stoves and/or lanterns only with knowledgeable adult supervision and in Scout facilities only where and when permitted.
2. Operate and maintain regularly according to the manufacturer's instructions included with the stove or lantern.
3. Store fuel in approved containers and in storage under adult supervision. Keep all chemical fuel containers away from hot stoves and campfires, and store below 100 degrees F.
4. Let hot stoves and lanterns cool before changing cylinders of compressed gasses or refilling from bottles of liquid gas.
5. Refill liquid gas stoves and lanterns a safe distance from any flames, including other stoves, campfires, and personal smoking substances. A commercial camp stove fuel should be used for safety and performance. Pour through a filter funnel. Recap both the device and the fuel container before igniting.
6. Never fuel a stove or lantern inside a cabin; always do this out-of-doors. Do not operate a stove or lantern in an unventilated structure. Provide at least two ventilation openings, one high and one low, to provide oxygen and exhaust for lethal gasses. Never fuel, ignite or operate a stove or lantern in a tent.
7. Place the stove on a level, secure surface before operating. On snow, place insulated support under the stove to prevent melting and tipping.
8. Periodically check fittings on compressed gas stoves and on pressurized liquid gas stoves for leakage with soap solution before igniting.
9. When lighting a stove, keep fuel bottles and extra canisters well away. Do not hover over the stove when lighting it. Keep your head and body to one side. Open the stove valve quickly for two full turns and light carefully, with head, fingers and hands to the side of the burner. Then adjust down.
10. Do not leave a lighted stove or lantern unattended.
11. Do not overload the stove top with extra-heavy pots or large frying pans. If pots over 2 quarts are necessary, set up a separate grill with legs to hold the pot and place stove under grill.
12. Bring empty fuel containers home for disposal. Do not place on or near fires. Empty fuel containers will explode if heated.

---

# CAMP POLICIES

---

## TRADING POST POLICY ON THE SALE OF KNIVES

Any Scout who wishes to purchase a knife must produce a valid “Totin’ Chip” card. If the Scout does not have their Totin’ Chip card, camp will provide to their adult leader a blank card to be completed by the Scout’s unit leadership.

Knife sales may be restricted by request of the Scoutmaster of the unit in camp. Please notify our Trading Post Manager if you do not want us to sell knives to your Scouts.

Failure to properly use a knife at camp will result in the loss of a Scout’s Totin’ Chip & the knife. Please make sure your Scouts follow all BSA knife-safety guidelines. Our staff has been instructed to immediately confiscate any knife used in an inappropriate/non-safe manner and report it to the Camp Commissioner.

## DINING FLY NOTICE

Please make sure that when setting up your unit dining fly that it NOT be set up in camp roadways or service drives. Units that do not follow this rule will be asked to move their fly. Non-compliance will result in the dining fly being immediately removed by the Ranger.

## UNIT TRAILER NOTICE

When parking your unit trailer in the campsite, please make sure of the following:

- The trailer is not parked in a roadway or service drive
- The trailer does not impede access to the campsite latrine or the campsite trash cans

The moving and parking of unit trailers is the responsibility of the unit. Camp Rotary will not move unit trailers.

## CAMPSITE GATEWAYS

Many Units construct gateways to decorate their campsites and also to receive credit for camp awards/recognitions. When constructing gateways, please keep the following guidelines in mind:

1. Do not construct gateway over the road in front of your campsite, rather, construct the gateway over the road leading into your campsite.
2. Your gateway must not interfere with our camp vehicles’ ability to enter/exit your campsite. Please check with the Ranger before constructing your gateway regarding minimum height & width requirements.
3. Please make sure your gateway is sturdy and will not create a hazard to vehicles, staff, or campers.
4. The digging of ditches or trenches is strictly forbidden!

## FINAL REMINDERS

- All persons who wish to attend Michigan Crossroads Council camps must be registered with the Scouting America.
- The person in charge of your unit must be currently registered as a Scouter who has been approved by the unit's Chartering Organization and be at least 21 years old.
- Units must have 2 deep leadership at all times.
- Camp Rotary maintains 11 campsites and all unit reservations are made to best accommodate our customers and the space available in each campsite. Depending on the Unit reservations for your week at camp, your campsite may be home to more than one unit. Sharing a campsite can provide your Scouts with an excellent opportunity to make new friends and share in the many duties and activities available at camp during your week at camp. **Camp Rotary reserves the right to make final campsite assignments or re-assignments.**
- **No pets** are allowed in any area of camp beyond the parking lot - Please make sure your visitors are aware of this policy. This rule does not pertain to registered service animals with accompanying paperwork. At our MCC camps, a service animal is a dog that is trained to do work for, and to assist, an individual with a disability. Emotional support and other therapy animals are not considered service animals under ADA Title II and Title III.
- Closed-toe footwear must be worn in camp at all times except while in the lake, shower, or bed. This includes traveling to or from the Aquatics area or a shower house.
- Anyone arriving at or leaving camp must sign in or out at the Camp Office.
- No flames or open fires are permitted in tents at any time.
- It is a violation of law to tamper with smoke detectors in camp buildings and structures.
- The Scout uniform is the proper dress for dinner & evening flag. It is strongly encouraged at all other times.
- Scoutmasters are responsible for discipline of the Scouts in their units.
- Scouts are not allowed in restricted areas without permission of the staff member on duty. Restricted areas include the Aquatics, COPE, Climbing, and Shooting Sports program areas.
- Flammable liquid stoves and lanterns must be used and filled only by adult leaders. Liquid fuels must be stored in accordance with the Chemical Fuel Policy, found on **page 52**.
- Personal vehicles will remain parked in the camp's parking lot as per council policy. Those in violation may be towed at the owner's expense.
- Other rules deemed necessary by the Camp Director.

# VEHICLES

## PERSONAL AND CAMP VEHICLES

All personal vehicles will remain in the parking lot. They will not be permitted on any camp road or be allowed to be parked at your campsite without the Camp Director's approval. Vehicles used to tow unit trailers need to be returned to the parking lot once the trailer has been set in your campsite - violation may result in your vehicle being towed at your expense. Please make sure your unit trailer has the means to secure valuables. Do not leave valuables unattended - lock them up in your unit trailer! Camp Rotary is not responsible for the loss/theft of personal property.

Camp vehicles are for camp use only. These are the only vehicles that will be allowed beyond the parking lot. No Scout will be permitted to ride in them. They will also be used in emergency situations.

When a vehicle approaches, everyone should move 5 feet off the roadway (on the same side of the road), **COME TO A COMPLETE STOP**, and wait until the vehicle passes to prevent injury. Please discuss this important safety procedure with your Scouts prior to your arrival at camp.

## VEHICLE PARKING SLIPS

Any camper who will be parking in the camp parking lot during the week is **required** to fill out the Camp Rotary Parking Slip and display it in the front window of their vehicle. This will allow the camp staff to contact you should there be any issues involving your vehicle. A copy of this form can be found on your summer camp registration page.

A vertical orange form titled "CAMP ROTARY VEHICLE PARKING SLIP". It contains fields for "Name:", "Unit/Group:", "Counselor/Cubster:", and "Phone #:". At the bottom is a small illustration of a white car.

## VEHICLE USE PERMITS

Under special circumstances, Camp Rotary will issue a vehicle permit for a camper to use their personal vehicle in camp. Camp vehicle permits for personal vehicles will ONLY be administered to individuals who possess one of the following:

- A state issued handicap permit
- A doctors note stating that the person has limited mobility

Persons who are issued a parking permit must adhere to the following rules:

- Permit must be displayed hanging from the rear-view mirror at all times.
- Permit holder is the only person allowed to occupy the vehicle at any time. Vehicle is not to be used as a taxi for others.
- Permit holder is not to use the vehicle to run errands in camp.
- Permit holder must wear a seatbelt & follow the camp speed limit of 5 mph.
- Vehicle head lights must be on any time the vehicle is in use.
- Permit must be turned in to the camp office at the end of the event.
- Failure to follow these rules will result in loss of your permit.



Vehicles found to be in violation of Camp Rotary's vehicle policy will be ticketed by the Camp Ranger. Please make sure that any violations are taken care of immediately.



The safety and well-being of you & your Scouts while at Camp Rotary is the top priority of the Michigan Crossroads Council and our Camp Staff. Please make sure that you review the following emergency procedures with your Scouts both prior to arriving at camp, and during your stay with us. These procedures will also be covered at Sunday dinner before you leave the dining hall. The BSA National Camp Standards require us to conduct an emergency drill within 24 hours of your arrival.

Please stress the importance of these procedures with your Scouts & adult leaders in camp to make sure they all know what to do in the event of an emergency. Please be advised that all camp phones have 911 calling capability. In the event that a 911 call is made from any camp phone, we will sound the general alarm and Clare County emergency services will be activated and dispatched to camp. Anyone making a false 911/hang-up call will be immediately removed from camp and will be subject to possible fines/imprisonment subject to the laws of the State of Michigan.

## **ALL EMERGENCIES EXCEPT A TORNADO**

**Signal: General Alarm - up and down “whoop”**

**Backup signal: repeated honking from a vehicle horn**

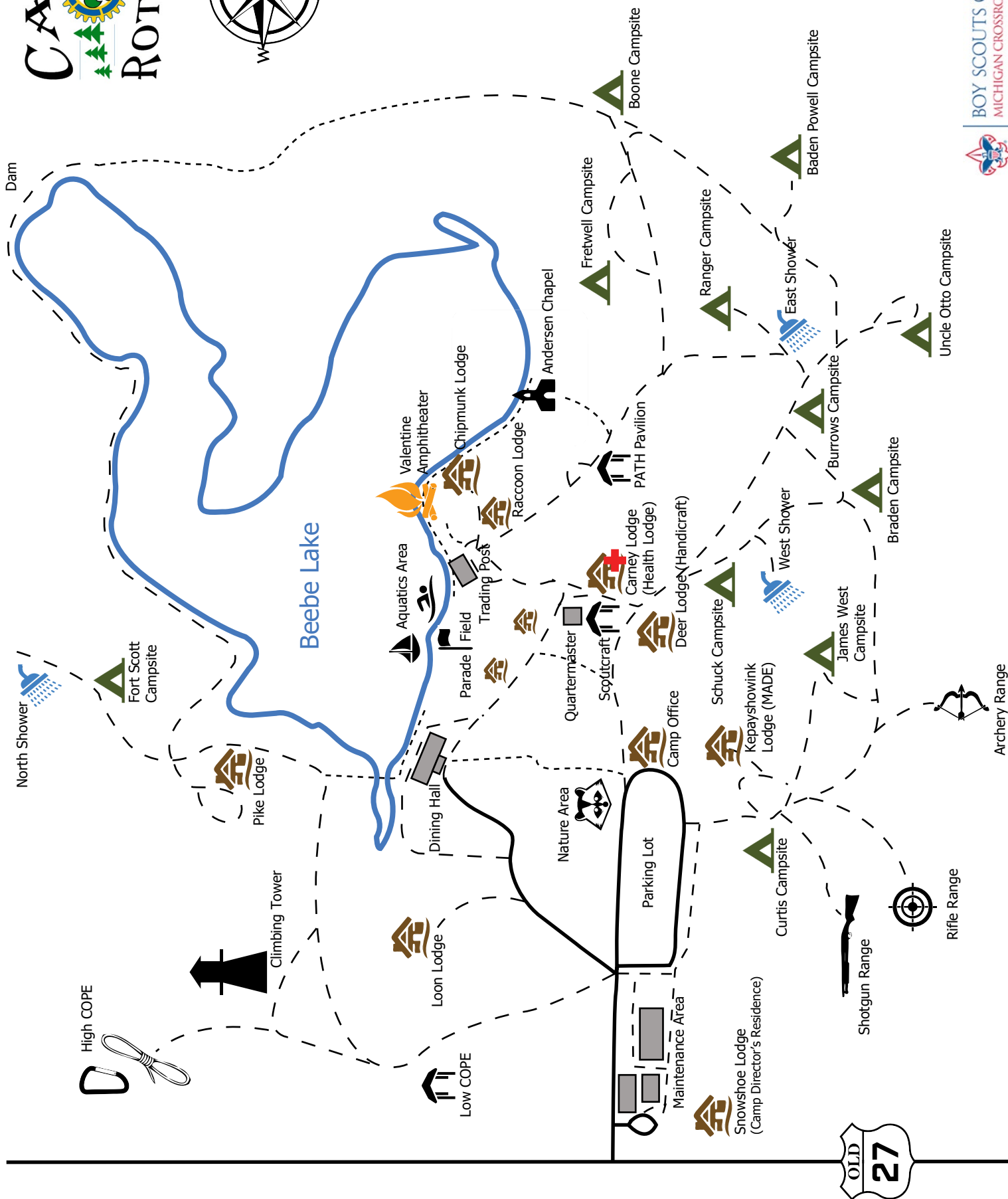
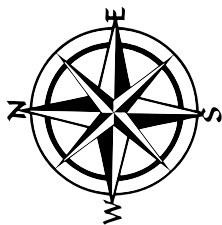
1. All campers and adult leaders will report as quickly as possible to the porch of Central Lodge and line up according to campsite and unit QUIETLY.
2. The unit leader will take a head count.
3. The results are to be reported to the staff member designated at Central Lodge.
4. No one is permitted to leave the Dining Hall until the “all clear” has been given.
5. Follow further instructions as they are given.

## **TORNADO**

**Signal: Continuous Tone followed by PA announcement**

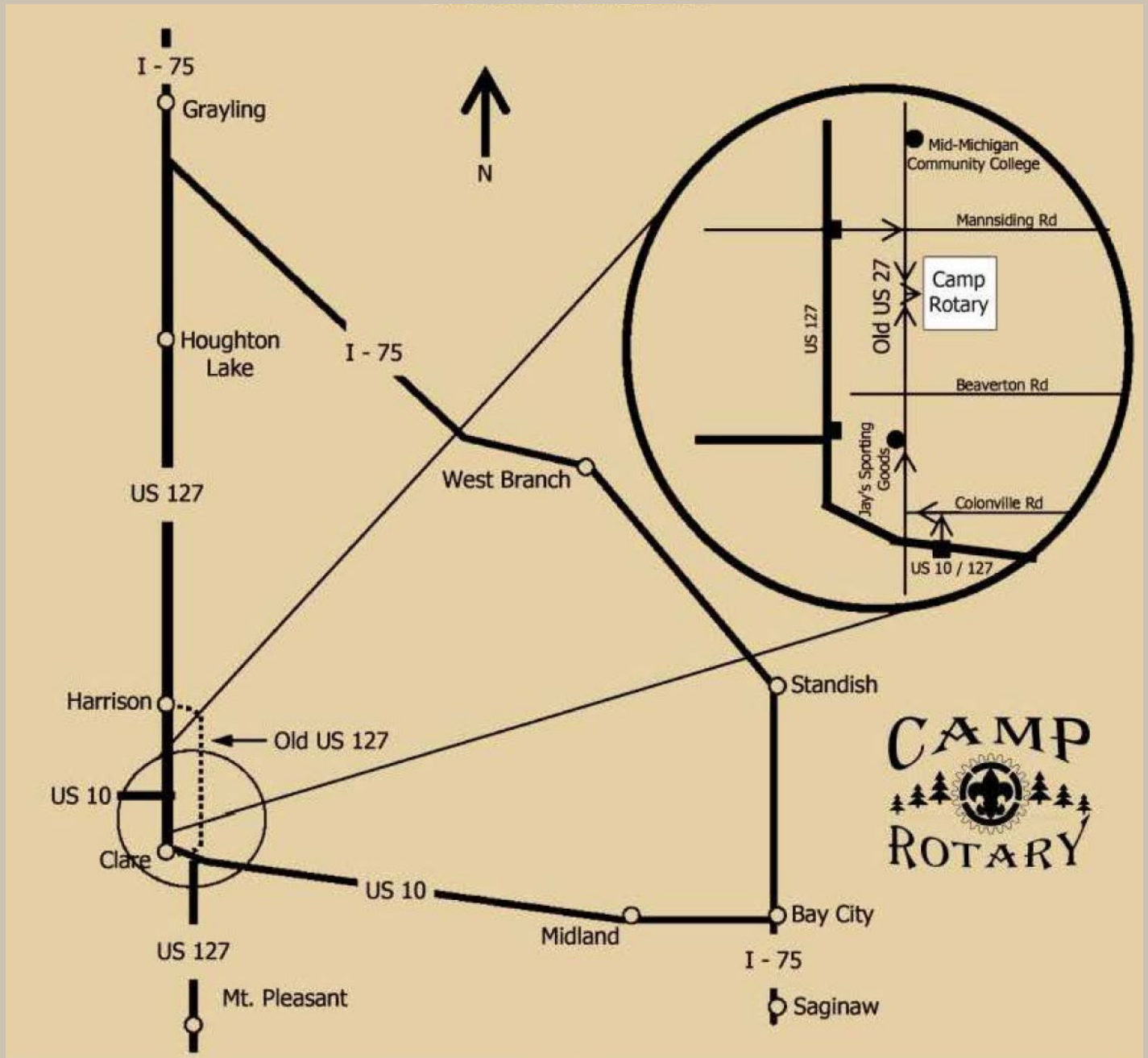
**Backup alarm: solid tone from a vehicle horn**

1. This signal will only sound if a tornado has been sighted in the area.
2. All campers will immediately lie down as flat as possible in the nearest ground depression and cover their head - campers near a concrete building (i.e. shower house, basement of Dining Hall, bunk wings of Kipayshowink Lodge) may seek shelter in those buildings.
3. At the all clear a general alarm will sound and all campers and adults will report to the porch of Central Lodge for a headcount.



# HOW TO GET TO **CAMP ROTARY**

3201 S. Clare Ave. • Clare, MI • 48617  
Office: 989-386-7943 • Fax: 989-386-3193



## **From the South and East**

- Take US 10 W or US 127 N and exit at the 2nd Clare exit (Exit 160 - Old 27)
- Turn left (west) on Colonville Rd. & go 1 block
- Turn right (north) at the light on Old US 27 (S. Clare Ave.) Clare Ave.)
- Camp Rotary is 8 miles ahead on the right side

## **From the North**

- Take US 127 S and exit at the 3rd Harrison exit (Exit 168 - Mannsiding Rd. / Lake George)
- Turn left (east) on Mannsiding Rd. & go 1/2 mile
- Turn right (south) at the light on Old US 27 (S. Clare Ave.)
- Camp Rotary is 1 mile ahead on the left side

# SCOUTS BSA RESIDENT CAMP LEADERS GUIDE



# SUMMER 2025

[WWW.MICHIGANSCOUTING.ORG](http://WWW.MICHIGANSCOUTING.ORG)





# DEAR UNIT LEADERS:

Welcome to a summer of FUN at our Michigan Scout Camps! Our summer camp staff eagerly looks forward to serving you, as you prepare your Unit for the opportunities of adventure offered by all four of our Scouts BSA Resident Camp locations. Summer camp is one of the highlights of a unit's year-round program, and our MCC Camps provide a superior outdoor program experience to all units who camp with us. The leadership lessons, character development, and vocational exploration youth will discover have their greatest impact in the outdoor classroom. Traditions found only in our Michigan Camping System crystallize these experiences and transform them into lifelong memories. It is only here that the pictures in the handbook come to life as youth seek the promised adventure of Scouting. We know your stay with us will be full of adventure and create memories to last a lifetime.

Our 2024 summer camp feedback surveys were very clear: the Michigan Crossroads Council attracts units to our camps because of our extensive, high-quality program offerings, service-oriented staff, A+ rated food service, outstanding facilities, and responsive camp leadership teams. Our enthusiastic Staff is highly trained, motivated, and eager to assist your Unit with a program that promises to give your Scouts the ultimate summer camping experience. Our Staff will do everything possible to exceed your Unit's needs and expectations; our programs are individually tailored to meet the requirements and expectations of all Scouts attending summer camp. You and your Scouts plan your week; we make it happen. If there is any assistance we can provide before your arrival, please share it with us. We are proud of the team and culture of service that we have put together to serve you!

The summer camp experience is an opportunity for your unit to build upon and use the skills that your Scouts have

been building all year. The primary purpose of camp is for Scouts to have FUN! While advancing in rank and earning merit badges are undoubtedly important aspects of the camping experience, we must ensure that our Scouts can engage in many programs that they will enjoy. Utilize the facilities and programs offered at our Michigan Scout Camps to enrich your Unit's summer camp experience; but do not limit your Unit's experience to only the programs offered by the camp staff. Incorporate your own Unit adventures, STEM activities, hike the backcountry trails, have a unit campfire, and take advantage of the time in the great outdoors!

Start preparing for your experience at our Michigan Camps now! Our Camps provide the canvas for you to create your real-life adventure that you will remember for a lifetime. To further assist your Unit's summer camp planning this Leader's Guide consists of two sections:

Section 1: Your Specific Camp / Program

Section 2: Camping Administration (applicable at all camp properties)

We have made every effort to capture all pertinent information. However, please do not hesitate to contact us if your question(s) are not answered. We look forward to greeting you this summer at one of our amazing Camps. We hope that during your week with us each Scout will have the opportunity to experience something new and learn a skill or two that will be useful in their future life, and that each unit will benefit from the great outdoor Scouting experience that our Camps provide. Thank you for choosing to come to camp with us! Have a terrific summer! We look forward to welcoming you "home!"

In Scouting,



**Dianna Marsh**  
Director of Camping Services



**Andrew T. Wright**  
Camping Operations Director



**Gregg Zdan**  
Senior Camping Director

---

## SCOUTING AMERICA MISSION STATEMENT

It is the mission of Scouting America to prepare young people to make ethical choices over their lifetimes by instilling in them the values of the Scout Oath and Law

## SCOUT OATH

On my honor I will do my best,  
To do my duty to God and my country, and  
To obey the Scout Law. To help other people  
at all time, To keep myself physically strong,  
mentally awake, and morally straight.

## SCOUT LAW

### A Scout is:

Trustworthy, Obedient, Loyal,  
Cheerful, Helpful, Thrifty,  
Friendly, Brave, Courteous,  
Clean, Kind & Reverent

---

*It is the policy of the Michigan Crossroads Council to ensure a camping experience without discrimination or harassment on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, disability, marital status, citizenship, national origin, genetic information, or any other characteristic protected by law. The Michigan Crossroads Council prohibits any such discrimination or harassment.*



# 2025 PRE CAMP COMMUNICATION PROMOTION SCHEDULE

**Unit Leaders – WE’VE HEARD YOU!** Overwhelming feedback last season let us know that we met your needs for pre-camp communications. Please find the 2025 Pre-Camp Communication schedule below to provide you, our customer, with the best promotion and interactive events:

## **NOVEMBER 6, 2024:**

Join us as we kick off the 2025 camping season by introducing our camps, camp leadership, and 2025 programs.

Register at: <https://w.ringcentral.com/register/e1a6c0ff/b7ea1fde/index.html>

## **JANUARY 2025:**

Log-in from 7:00p-8:30p to a virtual meeting for your specific camp, learning more details about their 2025 program offerings and providing you an opportunity to ask and receive answers to your early season questions. Register for your camp at the link below:

**Jan 13 – D-A Scout Ranch:**

**Jan 14 – Cole Canoe Base:**

**Jan 15 – Camp Rotary:**

**Jan 16 – Gerber Scout Reservation:**

## **APRIL 2025:**

Virtual Office Hours: 4:00p-8:00p - A virtual help desk designed to answer your questions. Simply log-in to our virtual office at your convenience & have our team assist you!

**April 2 – Cole Canoe Base:**

<https://bit.ly/CCB25-OfficeHours>

**April 3 – D bar A Scout Ranch:**

<https://bit.ly/DA25-OfficeHours>

**April 9 – Gerber Scout Reservation:**

<https://bit.ly/GSR25-OfficeHours>

**April 10 – Camp Rotary:**

<https://bit.ly/CR25-OfficeHours>

## **MAY 2025:**

Pre-Camp Leader’s Meeting - An IN-PERSON final meeting before your arrival to camp. Bring your summer camp adult leadership and your SPL/ASPL for a light dinner and to get your last-minute questions answered & make sure your unit is prepared for camp. Each camp will also stream live, virtually for those individuals who cannot join us in-person.

**April 30 - Detroit Area**

**May 1 - Great Lakes Bay Area**

**April 29 - Grand Rapids Area**

**April 28 - Grayling / Gaylord Area**

Exact locations to be determined. For information or to register for at Pre-Camp meeting visit: <https://scoutingevent.com/272-precamp2025>.

## **SUPPLEMENTAL COMMUNICATION:**

We will send out monthly emails with camp content, reminders, and links to all the emails that we have collected through your summer camp registration. Make sure you include additional emails to your registration contact.

**Sign up for additional camp update emails**

<https://michiganscouting.org/camping/sbsa-survey/>



**AS ALWAYS, PLEASE CONTACT US WHENEVER YOU NEED! We are here to SERVE YOU!**

---

# SUMMER CAMP VIDEO RESOURCE LIBRARY

---

In an effort to better assist our units with their Scouts BSA Resident Camp planning, the Camping Department of the Michigan Crossroads Council is PLEASED to roll-out our BRAND NEW Summer Camp Video Resources Library.

This library rids the need of relying on the camps to provide you with the information your unit needs to be successful and gives you the power to reach your parent audience AND get answers to your frequently asked questions in the following areas in real time: <https://michiganscouting.org/summervideoresources/>

- General Camp Information
- Summer Camp Unit Support
- Health & Safety
- BlackPug (scoutingevent.com) Usage
- Financial Assistance
- Food Service

To access the over 40 short resource videos, visit:



---

# CAMP APP FOR ADULT LEADERS

---



Launched in 2022, the Michigan Crossroads Council manages “Camp Apps” for its four Scout BSA Resident Camps at no cost to our customers! The Apps are designed to be used by unit leaders attending events at camp to access camp events, weather, and maps, as well as provide feedback on camp facilities and staff. It also gives unit leaders direct contact links for camp leadership.

The Apps contain a notification mechanism that allows camp staff to push out notification to all Camp App users about emergencies (weather, etc.), changes in programming, trading post sales, upcoming events, safety features, and more!

The Apps are not just designed for summer camping use. During the Summer Camp season, the Camp Apps will have links to the Leaders’ Guides, Camp Menus, Schedules of events, and other useful information that a Unit Leader would like to have at their fingertips. All year long the Camp Apps provide links to various maps, resources, upcoming events, camp contacts, and weather forecasts. In addition, there is a Feedback section that allows you to report Facility issues and give feedback on camp staff performance.

For more information on the Camp App – or to download – please visit: <https://michiganscouting.org/campapp/>





---

# TABLE OF CONTENTS

---

## **I. WELCOME**

- 60** ... Letter from the Camping Team
- 61** ... NEW 2025 Promotion Schedule
- 62** ... Attention Adult Volunteers
- 63** ... Camp App
- 64** ... Table of Contents
- 65** ... Contacts & Quick Links
- 66** ... Quick References
  - 66** ... Summer Camp Timeline
  - 66** ... MCC Camps Contact Information

## **II. PLANNING YOUR SUMMER CAMP ADVENTURE**

- 68** ... Camp Fees / Pay Periods / Refund Policy
- 70** ... Online Registration
- 73** ... Summer Camp Payment Matrix
- 74** ... Managing Your Online Registration
- 75** ... Parent Portal
- 75** ... Planning for Camp
  - 75** ... Timetable
  - 77** ... Securing Leadership
  - 77** ... Parents' Night
  - 79** ... Scout's Personal Savings Account
- 80** ... Suggested Equipment List
  - 80** ... Unit Equipment List
  - 81** ... Individual Equipment List

## **III. HEALTH & SAFETY**

- 82** ... Scouting America Annual Health & Medical Record
- 83** ... Mental, Emotional and Social Health
- 84** ... Youth Protection & 2-Deep Leadership
- 86** ... Summer Camp Camper Dress Code
- 87** ... Special Diets at Camp

## **IV. STATE OF MICHIGAN / SCOUTING AMERICA / MCC CAMP POLICIES, RULES, & REGULATIONS**

- 89** ... State of Michigan Regulations
  - 89** ... DHHS Central Registry Clearance Regulations
  - 90** ... State of Michigan Laws / Administrative Rules
- 92** ... Camp Behavioral Policies
- 93** ... National Camp Accreditation Program Visitations
- 94** ... Youth Protection Reporting Policy
- 94** ... Drugs & Alcohol
- 94** ... Illegal, Immoral, & Unacceptable Acts
- 94** ... Living Quarters
- 94** ... Summer Camp Camper Dress Code
- 95** ... Personal Equipment, Firearms, Fireworks, & Ammunition
- 95** ... Transportation

## **V. YOUR UNIT PROGRAM AT CAMP**

- 98** ... Planning for Camp
- 99** ... Your Unit Program at Camp
- 100** ... Advancement

## **VI. ONLINE BLUE CARDS & REPORTS**

- 103** ... Printing Reports
- 104** ... Printing Blue Cards
- 104** ... Partial at Camp
- 105** ... Scoutbook and Troopmaster Exports

# CONTACT & QUICK LINKS

NAME	POSITION	CAMP	PHONE	EMAIL
Dianna Marsh	Council Director of Camping		517-940-4314	dianna.marsh@scouting.org
Gregg Zdan	Senior Camp Director		734-716-6204	gregory.zdan@scouting.org
Andrew Wright	Camping Operations Director		989-225-7586	andrew.wright@scouting.org
Rebecca Alberda	Camping Administrator		616-785-2662 x3004	rebecca.alberda@scouting.org
Cheryl Burrows	Camping Director	Camp Rotary	810-625-6059	cheryl.burrows@scouting.org
Dan Hill	Camping Director	Cole Canoe Base	517-940-4125	daniel.hill@scouting.org
Marie Becvar	Camping Director	D-Bar-A Summer Camp & Gerber Scout Reservation	360-770-9021	marie.becvar@scouting.org
Joe Smith	Assistant Camp Director	D-Bar-A Summer Camp	810-216-7001	joe.smith@scouting.org

**For general questions please contact our Camping hotline:  
(517) 816-7755 or [camp.michigan@scouting.org](mailto:camp.michigan@scouting.org).**

## QUICK WEBSITE LINKS

**Michigan Crossroads Council Website**  
<https://michiganscouting.org/>

**Camping Landing Page**  
<https://michiganscouting.org/camping/>

**Summer Camp Registration Pages**  
 Cole: <https://scoutingevent.com/272-CCBSBSA25>  
 Rotary: <https://scoutingevent.com/272-CRSBSA25>  
 Gerber: <https://scoutingevent.com/272-GSRSBSA25>  
 D-A: <https://scoutingevent.com/272-DBASRSBSA25>

**Health Forms**  
[https://filestore.scouting.org/filestore/HealthSafety/pdf/680-001\\_ABC.pdf](https://filestore.scouting.org/filestore/HealthSafety/pdf/680-001_ABC.pdf)

**DHHS Clearance Forms:**  
[https://www.michigan.gov/documents/lara/bchs-camps\\_001\\_request\\_for\\_central\\_registry\\_clearance\\_4\\_21\\_21\\_723669\\_7.pdf](https://www.michigan.gov/documents/lara/bchs-camps_001_request_for_central_registry_clearance_4_21_21_723669_7.pdf)





# QUICK REFERENCES

## IMPORTANT DATES

**JULY 1 – DECEMBER 31, 2024**

Pre-Registration Period

**JANUARY 1 – MAY 31, 2025**

Registration Period

**JANUARY 1, 2025**

Camp Scholarship Applications Open  
(see page 10)

**JANUARY 1, 2025**

1st Payment Opens (see page 13)

**FEBRUARY 1, 2025**

1st Payment DUE

**FEBRUARY 2, 2025**

2nd Payment Opens

**MARCH 1, 2025**

2nd Payment DUE

**MARCH 2, 2025**

3rd Payment Opens

**MARCH 15-16 & 22-23, 2025**

Merit Badge Enrollment Opens  
(see page 13 for specific camp dates)

**APRIL 1, 2025**

Camp Scholarship Applications DUE

**APRIL 1, 2025**

3rd Payment DUE

**APRIL 2, 2025**

4th (Final) Payment Opens

**MAY 1, 2025**

4th (Final) Payment DUE

**JUNE 1, 2025**

Finalize DHHS forms and any adult registration applications that need to be submitted to the Council in order to ensure that they will be processed and posted before summer camp begins

## CAMP CONTACT INFORMATION



### CAMP ROTARY

3201 S. Clare Avenue, Clare, MI 48617  
Phone: (989) 386-7943

### COLE CANOE BASE

1356 E. Greenwood Road, Alger, MI 48610  
Phone: (989) 873-1516

### D-BAR-A SCOUT RANCH

880 E. Sutton Road, Metamora, MI 48455  
Phone: (810) 245-2250

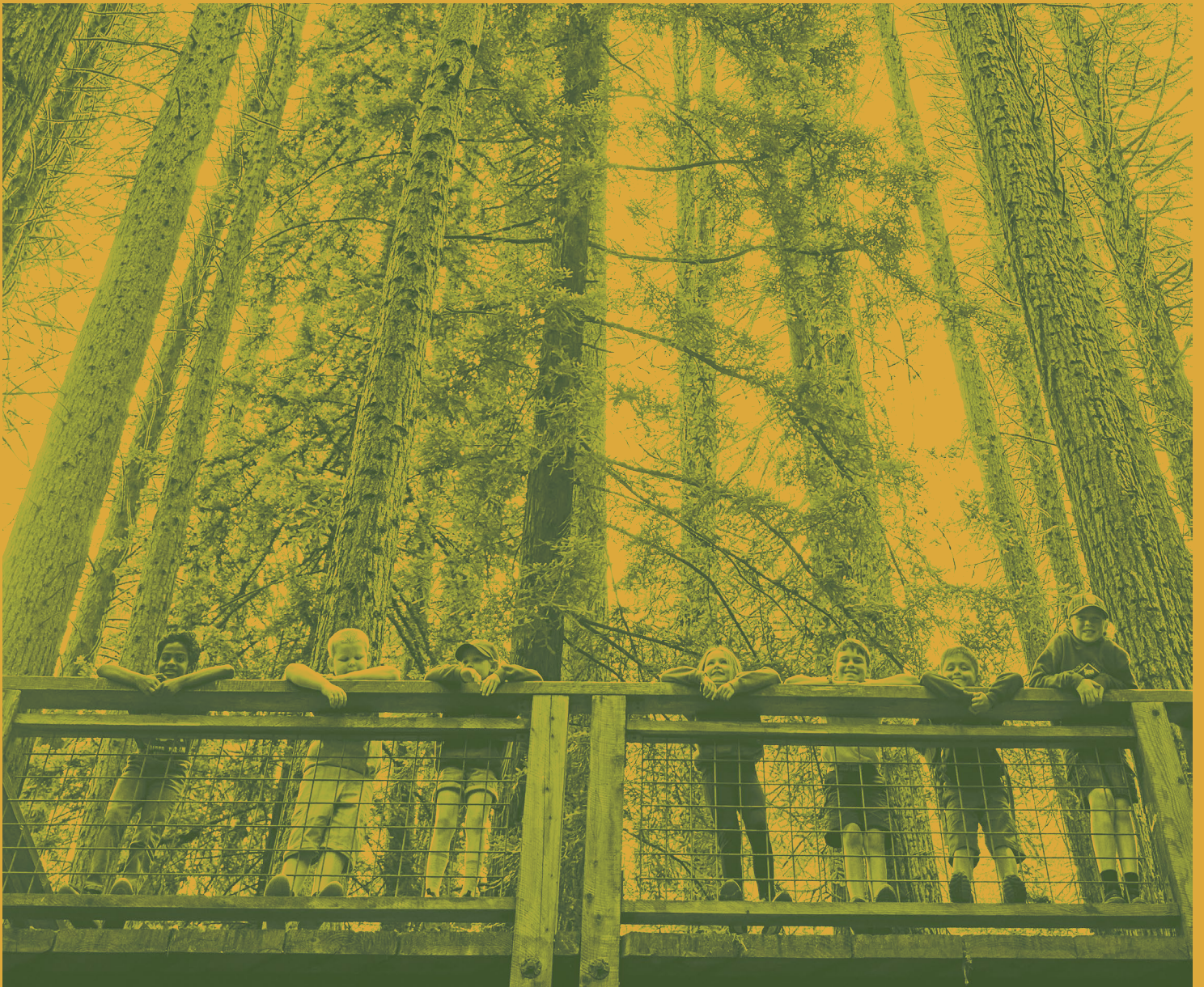
### GERBER SCOUT RESERVATION

1733 Owasippe Road, Twin Lake, MI 49457  
Phone: (231) 894-4928

### MICHIGAN CROSSROADS COUNCIL – HQ

14258 Michigan Street, Eagle, MI 48822  
Phone: (517) 940-4210

# PLANNING YOUR SUMMER CAMP ADVENTURE



# MCC CAMP FEES

## YOUTH FEES

CAMP FEE - INCLUDES ALL MB FEES

INCENTIVE FEE: Per MCC Scout – For units that register before December 1st	<b>\$399</b>
DISCOUNT FEE: Per MCC Scout – For units that register after December 1st and pay in-full before May 1st	<b>\$415</b>
REGULAR FEE: Per MCC Scout – For Scouts not paid in full After May 1st <i>Price for Incentive Scouts / Price for Discount Scouts</i>	<b>\$449/\$465</b>
INCENTIVE FEE: Per MCC Scout – Per Non-MCC Scout – For units that register before December 1st	<b>\$415</b>
DISCOUNT FEE: Per Non-MCC Scout – For units that register after December 1st and pay in-full before May 1st	<b>\$430</b>
REGULAR FEE: Per Non-MCC Scout – For Scouts not paid in full After May 1st <i>Price for Incentive Scouts / Price for Discount Scouts</i>	<b>\$465/\$480</b>
2ND WEEK FOR ANY YOUTH: Good at any MCC Summer Resident Camp Program	<b>\$240</b>

## DISCOUNTS

Sibling Discount (1st Scout pays regular fee, siblings receive discount)	<b>\$35.00 Discount Per Sibling</b>
--	-------------------------------------

## ADULT FEES

All Adults (full week of camp)	<b>\$190.00</b>
Part-Time Adults (will be pro-rated by the day)	<b>\$40.00 Per Day</b>

**Note: Fees subject to change due to necessary program adjustments.**

## CAMP SCHOLARSHIPS

The Michigan Crossroads Council provides limited assistance on an individual basis to those Scouts who could not otherwise attend summer camp due to financial hardship. Camp Scholarships will be administered by the Michigan Crossroads Council and forms are available online. Completed Camp Scholarship forms are due by April 1st. Scouts who apply for a Camp Scholarship are still responsible for half of the regular camp fee and must adhere to the Payment Schedule.

**\* Scouts who apply for a Camp Scholarship may not also receive the Sibling Discount - Sibling Discount will be administered at time of registration.**

## ONLINE RESERVATION & PAYMENT SCHEDULE

All MCC Summer Camp Registrations can be made at  
<https://michiganscouting.org/scouts-bsa-camp-registration/>





# PROGRAM PAYMENTS & REFUND POLICY

## STATEMENT

The Michigan Crossroads Council provides Council programs, high adventure camps and other camping experiences to the Scouts and leaders in its service area. These opportunities require Council staff to send deposits to the sponsoring camp, acquire needed supplies and produce mailings to campers and others so the Council sponsored experiences are rewarding and convenient for the Scouts and leaders in our Council.

Fees are usually paid in advance of the event and to ensure the Council can provide the best service to the Scouts the following refund policies will apply. Participants are not considered registered for any event/activity until payment in full has been received.

## EVENT REGISTRATION FEES

Event fees are final except in a limited number of circumstances (see listing below) where a refund may be granted. Refunds may be given only if the following circumstances are brought to a Council employee's attention.

Individuals/Groups that cancel their event registration 30 days or more prior to the event date will receive a refund of the total registration fee less a 15% administrative service charge. No refunds will be given for cancellations made less than 30 days prior to the event date. Any/all refund requests must be made within 30 days of the event date.

## RESIDENT CAMP REGISTRATION FEES

For Cub Scout and Scouts BSA Summer Resident Camp registrations the cancellation fee is based on 15% of the total event registration fee and not the amount of fees paid at the time of cancellation.

Alternately, Scouts BSA Summer Camp fees may be transferred to another Scout or leader attending. No prorated fees will be given to Scouts wishing to attend a partial week at Scouts BSA Summer Camp.

1. The registered participant has an illness or physical ailment preventing participation in the event and has a signed statement from a medical doctor or healthcare practitioner. The written order must be provided to the Michigan Crossroads Council, 14258 Michigan Street, PO Box 129, Eagle, MI 48822.
2. In the event of the death of an immediate family member (parent, grandparent, brother, sister or anyone else living in the house with the participant). The Council will consider other deaths, which may affect the participant, on a case-by-case basis.
3. Only an employee of the Michigan Crossroads Council may authorize a refund for a Council sponsored event.
4. Any refund of monies for the event is then based on the total event registration fee at the time of cancellation minus the deposit and any money sent to another agency or company for the event. The remaining money is refundable as long as the participant meets the above requirements. Any money that has been sent to another agency or company is considered issued and not refundable.

5. Any event that does not have a deposit, but has an event fee, will be assessed a 15% service charge before any refund is issued. This 15% service charge applies to all non-Council cancellations - including medical, death in the family, family hardship, etc. All remaining money is refundable. Again, the participant must meet the above requirements.
6. Processing these refunds for summer camp may not take place until after the camping season due to the review process. Once approved please allow 30 days for the refund to be processed. Any/all refund requests must be made prior to May 31st for Scouts BSA Summer Resident Camp; or must be made within 30 days of the start of the event date for Cub Scout Resident Camp.

## DEPOSITS

1. Deposits are non-refundable. The following will apply for any deposit made for a Council sponsored program.
2. Deposits are not refundable. Any cancellation, once the deposit has been sent to the Council, will be forfeited. Deposits may be transferable to another participant that takes the entire slot for that event.

## LATE FEES

The Michigan Crossroads Council and all approved event committees have the opportunity to set late fees or discounts for events. Late fees will be announced with the original posting for the event. Late fees paid to the Council are not refundable.

## WAITING LISTS

At times the Council maintains a waiting list. If the participant is not selected to attend the event, all waiting list money will be refunded at 100%, including deposit money.

## CANCELLATION BY THE COUNCIL

If the Michigan Crossroads Council or National Scouting America or any agency that has contracted with the Council cancels an event, the Council will issue a full 100% refund (including any Deposit Money).

These policies only affect the Michigan Crossroads Council, Scouting America; its committees and districts. This policy is not transferable to charter partners or individual units (Packs, Troops, Teams, Crews and Posts) of the Council.

## EXAMPLES

- A Scout cannot attend an event. Cost of event is \$20. The refund would be \$20 - \$3 (15% service charge) = \$17 refund if notification was made at least 30 days prior to event. No refunds made for notifications made less than 30 days prior to the event date, however, the Scouts' event fee may be transferred to another Scout.

**All Refund Requests must be submitted, in writing, within 15 days of the end of the event. Refunds submitted outside of this timeframe will not be considered.**

# ONLINE CAMP REGISTRATION

For Summer Camp 2025, the Michigan Crossroads Council will continue to use the Black Pug registration platform which utilizes a more user-friendly process and better manages our summer camp attendance. Under this system there are two registration periods, a “Pre- Registration” period and a regular “Registration” period.

As soon as you are ready to sign up for summer camp, a representative from your unit should make an online registration through the MCC web site to register your unit for 2025 Scouts BSA Resident Camp at Camp Rotary, Cole Canoe Base, D-bar-A Scout Ranch, or Gerber Scout Reservation; visit the following link for summer camp availability:

<https://michiganscouting.org/camping/scoutsbsa-summer-camp/>

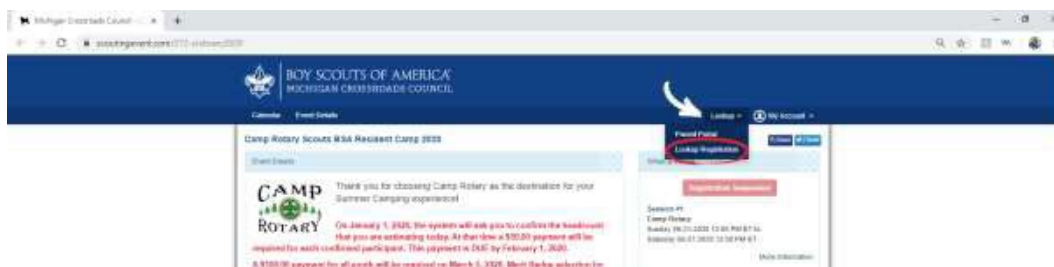
Once you have selected your week of camp, click on the green **Look Up Registration** button and follow the instructions. At the time of registration you will be asked for your contact information, an estimate of the number of campers that may attend, your campsite preference, and to provide your \$200 camp deposit (payable by credit/debit card or electronic check). The person listed with your summer camp reservation will be the person receiving all Summer Camp 2025 electronic communications. We STRONGLY encourage you to add at least one (1) email in the “additional contacts” area of your registration!

If you signed up for Summer Camp 2025 at camp this past summer, this step will be completed for you. For Summer Camp 2025 details (registration & payment dates) please review the following link:

<https://michiganscouting.org/scouts-bsa-camp-registration-2025/>

This will get your unit signed up for the 2025 Camp Season!

Once your unit has registered, your unit's representative will receive e-mail communications about the registration process and other camp news. Units can access their Summer Camp 2025 registration by clicking on the “Lookup Registration” link found on the Summer Camp Registration Page.



## PRE-REGISTRATION PERIOD (JULY 1 - DECEMBER 31, 2024)

For Units that register during Summer Camp 2025 a \$200 deposit will be required. In addition to the deposit, an estimate of Youth & Adult attendance is also required. 2 Adults and 5 Youth [7 slots] is the minimum registration requirement. Female participants will require a minimum of one female leader.

## REGISTRATION PERIOD (JANUARY 1 - MAY 31, 2025)

For Units that register during this period, Units will not need to pay a deposit but will need to specify the number of participant (youth & adult) slots needed for summer camp. 2 Adults and 3 Youth [5 slots] is the minimum registration requirement. Female participants will require a minimum of one female leader.



# ONLINE CAMP REGISTRATION



Any unit may make a registration for any available session of any MCC Scouts BSA Resident Summer Camp for 2025. A registration fee equal to \$60 per slot reserved will be due at that time. **The unit is now financially responsible for the number of slots requested and is subject to the Council Program Payment & Refund Policy.**

Individual names do not have to be specified at this time but can be if the unit chooses to do so. Names will be required, however, before Merit Badge selection can be made.

Units may add new slots (if space is available) or reduce the number of existing slots (subject to the MCC Payment & Refund Policy) until the end of the Registration Period (May 31st). Units may make changes to existing slots until midnight on the Friday before their arrival at camp.

## ESTIMATE CONFIRMATION (JANUARY 1 - FEBRUARY 1, 2025)

Units that made their reservation during the Pre-Registration period are required to confirm their estimated numbers (based on camp availability) and the camp fee due will be equal to \$60 per confirmed participant slot. Units that do not confirm their estimate and pay the \$60 per slot by February 3rd may lose their summer camp reservation. Do not confirm a slot unless you have a committed participant - Arrow of Light Crossovers can be registered at a later date.

## 2ND PAYMENT DUE (MARCH 1, 2025)

For existing reservations, an additional \$60 participant payment is now due for each slot reserved at this time (\$120 total due for each slot reserved). The camp fee due for new reservations at this time will be equal to \$120 per participant slot.

## MERIT BADGE REGISTRATION OPENS (SEE SCHEDULE BELOW)

After the 2nd payment [March 1] has been made, Merit Badges for participants can be made beginning on the dates listed below. In order to select Merit Badges, payments totaling \$120 per Scout must be paid by the dates listed below.

- Gerber Scout Reservation – March 15, 2025 – 8:00 AM
- D-A Scout Ranch – March 15, 2025 – 8:00 AM
- Gerber Scout Reservation – March 16, 2025 – 8:00 AM
- Cole Canoe Base – March 22, 2025 – 8:00 AM
- Camp Rotary – March 23, 2025 – 8:00 AM

- Camp Hiawatha - May 2nd - 8:00 AM

## 3RD PAYMENT (APRIL 1, 2025)

For existing reservations, an additional payment is now due in line with the camp payment matrix (found on the next page) for each youth slot reserved. The camp fee due for new reservations at this time will be equal to \$252.50 per MCC Youth Camper and \$262.50 per Non-MCC Youth Camper slot. If this payment is missed (paid after April 1st), the total camp fees paid must equal the full camp fee of \$385.00 per MCC Youth Camper and \$405.00 per Non-MCC Youth Camper.

## FINAL PAYMENT & REGISTRATION INFORMATION DUE (MAY 1, 2025)

Unit must finalize Merit Badge registration and all attendee data is required at this time.

Full payments for all camp fees for all participants are now due. Payments made after May 1, 2025 for existing reservations will have a \$50 late fee per participant added (except for Arrow of Light Crossovers).

Units may make changes to existing slots until midnight on Friday before their arrival at camp. Any changes to the number of slots after May 31st will be administered at camp during your financial check-in or by calling camp prior to your arrival.

# MCC SCOUT PAYMENT MATRIX

PAYMENT	DUE DATE	REGISTRATION TYPE	AMOUNT DUE
1st Payment	February 1	Incentive Scout	\$60
		Discount Scout	\$60
2nd Payment	March 1	Incentive Scout	\$60
		Discount Scout	\$60
3rd Payment	April 1	Incentive Scout	\$139.50
		Discount Scout	\$147.50
4th (Final) Payment*	May 1	Incentive Scout	\$139.50
		Discount Scout	\$147.50

*\*Youth payments made after May 1 are subject to a \$50 per person late fee.  
Late fees do not apply to Arrow of Light Crossover Scouts.*

# NON-MCC SCOUT PAYMENT MATRIX

PAYMENT	DUE DATE	REGISTRATION TYPE	AMOUNT DUE
1st Payment	February 1	Incentive Scout	\$60
		Discount Scout	\$60
2nd Payment	March 1	Incentive Scout	\$60
		Discount Scout	\$60
3rd Payment	April 1	Incentive Scout	\$147.50
		Discount Scout	\$155
4th (Final) Payment*	May 1	Incentive Scout	\$147.50
		Discount Scout	\$155

*Payments MUST be made in the listed payment range. Payments made outside of the payment range will be added to the next payment due.*





# MISSED YOUTH PAYMENT MATRIX

MISSED PAYMENT	MISSED DEADLINE DATE	AMOUNT MISSED	TOTAL AMOUNT NOW DUE	AMOUNT NOW DUE PAYMENT WINDOW
1st Payment	February 1	\$60	\$120	February 2 – March 1
2nd Payment	March 1	\$60	\$199.50 (MCC Incentive) \$207.50 (MCC Discount) \$207.50 (Non-MCC Incentive) \$215 (Non-MCC Discount)	March 2 – April 1
3rd Payment	April 1	\$139.50 (MCC Incentive) \$147.50 (MCC Discount) \$147.50 (Non-MCC Incentive) \$155 (Non-MCC Discount)	\$279 (MCC Incentive) \$295 (MCC Discount) \$295 (Non-MCC Incentive) \$310 (Non-MCC Discount)	April 2 – May 1
4th Payment	May 1	\$139.50 (MCC Incentive) \$147.50 (MCC Discount) \$147.50 (Non-MCC Incentive) \$155 (Non-MCC Discount)	\$189.50 (MCC Incentive) \$197.50 (MCC Discount) \$197.50 (Non-MCC Incentive) \$205 (Non-MCC Discount)	May 2 – May 31
1st & 2nd Payment	February 1 & March 1	\$120	\$259.50 (MCC Incentive) \$267.50 (MCC Discount) \$267.50 (Non-MCC Incentive) \$275 (Non-MCC Discount)	March 2 – April 1
2nd & 3rd Payment	March 1 & April 1	\$199.50 (MCC Incentive) \$207.50 (MCC Discount) \$207.50 (Non-MCC Incentive) \$215 (Non-MCC Discount)	\$339 (MCC Incentive) \$355 (MCC Discount) \$355 (Non-MCC Incentive) \$370 (Non-MCC Discount)	April 2 – May 1
3rd & 4th Payment	April 1 & May 1	\$279 (MCC Incentive) \$294 (MCC Discount) \$295 (Non-MCC Incentive) \$310 (Non-MCC Discount)	\$329 (MCC Incentive) \$345 (MCC Discount) \$345 (Non-MCC Incentive) \$360 (Non-MCC Discount)	May 2 – May 31
1st, 2nd, & 3rd Payment	February 1, March 1, & April 1	\$259.50 (MCC Incentive) \$267.50 (MCC Discount) \$267.50 (Non-MCC Incentive) \$275 (Non-MCC Discount)	\$399 (MCC Incentive) \$415 (MCC Discount) \$415 (Non-MCC Incentive) \$430 (Non-MCC Discount)	April 2 – May 1
1st, 2nd, 3rd & 4th Payment	February 1, March 1, April 1, & May 1	\$399 (MCC Incentive) \$415 (MCC Discount) \$415 (Non-MCC Incentive) \$430 (Non-MCC Discount)	\$449 (MCC Incentive) \$465 (MCC Discount) \$465 (Non-MCC Incentive) \$480 (Non-MCC Discount)	May 2 – May 31



# MANAGING YOUR ONLINE REGISTRATION

Units will maintain the ability to make changes to their registration up until the Friday before their arrival to camp. Units will maintain access to their registration for seven (7) years for reporting purposes. If at any point you have questions about or need assistance with your registration, please contact your Camp Director.

## ACCESSING YOUR REGISTRATION:

To access your online summer camp registration, follow the steps below.

1. Go to the registration website for your selected camp:

### CAMP ROTARY:

<https://scoutingevent.com/272-CRSBSA25>

### COLE CANOE BASE:

<https://scoutingevent.com/272-CCBSBSA25>

### D-BAR-A SCOUT RANCH:

<https://scoutingevent.com/272-DBASRSBSA25>

### GERBER SCOUT RESERVATION:

<https://scoutingevent.com/272-GSRSBSA25>

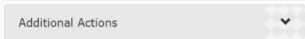


2. Click on “Lookup” and then “Lookup Registration” in the top right corner of the screen.

3. Log in to your registration using your email address and reservation number.

## ADDING A PARTICIPANT / CHANGING A PARTICIPANT TYPE

**NOTE: Units will only be able to add participants if there is space in the session. If a session is full, please contact your Camp Director.**

To add an additional participant, or to change a participant type (i.e. Full-Time Adult to Youth Camper), follow the steps below –

1. Log in to your registration using the steps provided in “Accessing Your Registration”
2. Click on 
3. Click on **+** Add Participants **or**  Change Participant Type as applicable
4. If adding participants, follow the instructions on the screen and then proceed to checkout
  - a. The participant will not be added until paid for through the checkout screen
5. If changing a participant type:
  - a. Select the type of participant to change to from the drop-down menu
  - b. Select the check box next to the participant(s) you will be changing
  - c. Click 

## CANCELLING A PARTICIPANT

Because cancellations have a financial component associated with them, all cancellations need to be executed by the Camp Director. If your unit needs to cancel a participant slot – please contact your Camp Director.

Units may adjust their reservation numbers without penalty until February 1st. **After February 1st, the unit is now financially responsible for the number of slots requested and subject to the Council Program Payment & Refund Policy.**

Units may cancel participant slots until May 31st. Cancellations occurring between February 1st and May 31st will be subject to a 15% cancellation fee equal to the total amount of the camp fee (i.e. if camp costs \$415.00, the cancellation fee is \$62.25). No refunds will be given after May 31st except as laid out in the Refund Policy (see page 11).

# PARENT PORTAL

Parent portal allows the registration contact to provide the parents in your unit with access credentials so they can make payments and complete data entry for their Scouts. As the registration contact, you may be registering an entire unit of Scouts for Summer Camp and the council requires a certain amount of information from each Scout (such as name, rank, dietary restrictions, etc.). If you don't use Parent Portal, then you have two options: enter all this information yourself, or allow your parents full access to the registration by giving each one your registration number and email address. The latter opens up privacy concerns because each parent can see the information for all the other Scouts. By using Parent Portal, you are shifting the data entry and payment responsibilities to the parents while also only allowing a parent to see their own Scout's information.

If your unit chooses to use Parent Portal your unit contact's access will remain identical, as if you were not using the feature. You will still be able to access the registration and make changes to attendees or add new attendees.

Your registration contact has the ability to activate or lock other features as part of Parent Portal.

## The registration contact can do the following:

- Only allow certain parents access to Parent Portal. This is done simply by only handing out login credentials to those parents that you wish to have access.
- Choose how often the (the registration contact) receive a summary email of changes made by parents. This can be done daily, biweekly, or weekly.
- Prevent parents from making payment or seeing event fees - use this feature if you want parents to be able to enter information on their Scout, but not make payments.
- Allow class selection - use this feature if you want the Scout/parent to make their own class selections online.

To turn on Parent Portal, or to learn more about it, click on the "Parent Portal" icon under "Additional Actions" in the Registration Contact Blue Box on your registration page.



For a guided video on how to use Parent Portal, please visit the link below:

<https://vimeo.com/1033540643>

For a guided video on how parents can utilize Parent Portal, please visit the link below:

<https://vimeo.com/1033540643>



# PLANNING FOR CAMP

## WHY IS PLANNING IMPORTANT?

Coming to summer camp is a highlight adventure in a Scout's life. Your planning before you even get to camp is the difference between a good experience and a great one. In order for Scouts to feel good about their advancement in camp, they need help in planning what they will do to earn it. Some Scouts will come to camp and sign up for eight or ten merit badges, making it impossible for them to achieve their goals. Some of the badges need to be started at home before the Scout arrives at camp. Help your Scouts achieve their goals by working with them before camp begins.

You will also need to plan to have all the adults you need at camp. Unit leadership must be two-deep. It doesn't have to be the same two people all week, but you will want to begin your planning as soon as possible. This section will help you and your unit committee plan your week at camp and help give your Scouts a great experience.

## TIMETABLE

### During the fall months:

	Site Fee Due (\$200.00) at the time of reservation
	October/November: Camp adult leadership determined
	November: Individual Scouts' savings plan started - popcorn sales!

### Six (6) months prior to camp / (December - January)

	Scoutmaster, unit committee, and youth leaders review their guide books
	Senior Patrol Leader gives final instructions to the Patrol Leader's Council
	Scoutmaster & youth leaders begin program planning for camp; review Leaders Guide
	Determine financial needs and plans
	Begin transportation plans
	Two-deep leadership confirmed for the week
	Equipment needs determined by the Quartermaster and unit committee

### Three (3) months prior to camp / (February - March - April)

	First payment per Scout & Adult reserved is due on/before February 1, 2025 in conjunction with payment matrix on <b>page 72</b>
	2nd payment per Scout due (March 1, 2025) in conjunction with payment matrix on <b>page 72</b> - Scout registration is first-come, first-served
	Online merit badge sign-up opens on March 15, 2025 at 8:00 am - Scouts must be registered (\$120 paid) to sign up - review specific camp merit badge registration start dates on <b>page 71</b>
	Individual commitments for camp are secured for each Scout's family; parents of Scouts not signed up are contacted
	Distribute Scouting America Health Form (and Camp Rotary Release of Campers Form if applicable) to Scouts
	3rd Payment per Scout due (April 1, 2025) in conjunction with payment matrix on <b>page 72</b>
	<b>Secure all Michigan Registry Clearance Forms for all 21+ adults attending camp - including visitors</b>

### One (1) to two (2) months before departure / (May - June)

	Check on status of medical exams for all Scouts and leaders
	Unit committee and leaders should schedule a "camp work day" making sure everything for camp is ready
	Confirm transportation arrangements: departure times, places, etc.
	Balance due for all youth, full-time adults, and part-time adults (\$40 per day) in conjunction with payment matrix on <b>page 72</b> - late fee assessed after this date
	Out-of-council units need to secure a copy of their Council's Accident Insurance
	ALL Michigan Registry Clearance forms are collected & copies made. A new DHHS form is REQUIRED YEARLY. Previous years letters are NO LONGER valid.

### Two (2) WEEKS before departure

	Call camp with your final counts for youth and adults (including part time) attending camp.
	Scribe and SPL complete camp roster sheet
	Check to make sure all of your Scouts (including Webelos crossovers) and adults are registered with the unit
	Check on final transportation and physical arrangements
	Inventory all unit equipment
	Set-up and inspect your unit tents!
	Program needs and plans are completed

### One (1) WEEK before departure

	Camp Roster is checked to make sure everything is up-to-date
	Collect required youth documentation & check for completion as applicable: Scouting America Health Form: parts A, B, & C Immunization Exemption (if applicable) Camper Release Forms (for Camp Rotary units ONLY) Pre-Requisite Verification Slips
	Collect required adult documentation & check for completion as applicable: Scouting America Health Form: parts A, B, & C Immunization Exemption (if applicable) Proof of Scouting America Membership ( <u>with the unit you are attending camp with</u> ) Proof of Youth Protection Training completion DHHS Central Registry Clearance Letter ( <u>dated for this year</u> )
	Ensure all unit documentation is completed and printed: Unit Roster – on MCC roster sheet; not printed off from your registration Copy of Council's Accident Insurance (Out-of-Council units ONLY) Pre-camp Swim Check Verification (if applicable) Copies of each Scouts' Merit Badge Schedules from your scoutingevent.com registration: Scout Summary Report Class Summary Report Period Summary Report

***\*Failure to have a completed camp roster and having missing health forms/camper release forms/Michigan DHHS Clearance forms/copies of adult leadership's Scouting America membership will cause your unit to experience lengthy delays in the check-in process.***

# PLANNING FOR CAMP

## SECURING UNIT LEADERSHIP FOR YOUR TRIP TO CAMP

The ideal method for Scout camping is found in the unit camping successfully under its own leadership. The Unit Committee is responsible for providing leadership to insure a camping experience for all Scouts in the unit. National policy requires at least two (2) adult leaders in all Scout activities. The main unit leader in camp must be 21 years old or older and a registered Scouter. Here's the sequence to provide leadership:

- FIRST:** Registered Scoutmaster
- SECOND:** Registered Assistant Scoutmasters
- THIRD:** Registered Unit Committee members
- FOURTH:** Other registered leadership such as the Chartered Organization Representative, a parent of a Scout in the unit, a member of the Chartered Organization, etc.

Don't say "We can't find a leader," until you've really tried. Remember, it is required and usually easier to secure two leaders instead of one! For additional details, get the publication, "Selecting Quality Leaders" from the Council Service Center.

### Procedure for securing Leaders

1. Call a meeting of the unit committee.
2. Discuss qualifications of a good leader.
3. List names of possible leaders.
4. Appoint a sub-committee to get the leaders.
5. Make an appointment with the prospects.
6. Call on the prospects

## HOST A PARENTS' NIGHT FOR SCOUTS IN YOUR UNIT ATTENDING SUMMER CAMP

Why a parents' night for camping? Your Scouts will go to camp when their parents are informed of the purpose and advantages of Scout Camping. Parents will be on your team, urging their sons to go when you have answered their questions about Health, Safety, Food, Fees, Leadership, Program, etc. Help parents feel responsible for making the camping program a success.

### Preparation for Parents' Night:

When the Unit Committee meets to discuss summer camp plans, select the campsite and date - then register online. Determine unit camp leadership. Then plan your Parents' Night using this guide. You need to get the word around, telling the parents why they should come to the meeting.

1. Our unit is going to camp on (date).
2. Come and learn about the camp program, fees, leadership and the purposes and advantage of camp life to your Scout as a working member of their patrol and unit while in camp.
3. Have your Scouts "talk up" the meeting weeks in advance.
4. Prepare and mail an attractive, informative invitation at least two weeks in advance. Mention special features such as a slide show, camp pictures, speakers, fun, etc. Follow up with personal phone calls





# PLANNING FOR CAMP

## The Unit Committee's Responsibility:

- Plan the program and get the interest of parents through good promotion.
- Perhaps a potluck or a pancake supper planned by the Scouts would be the best format.
- Parents will help decorate and even wash dishes if they understand that it's part of their "fair share" of the camping effort.
- Friendship, a willingness to serve, and a full turnout are assured when everyone becomes a part of the planning and helps to make the plan work.
- Too often an opportunity to sell parents on your program is spoiled through inadequate planning. Be thorough, be brief, show evidence that your committee means business and knows what it is doing. In a word, be sure your meeting has some polish and enthusiasm.
- Remember that the unit committee obligates itself to provide the opportunity for at least fifteen days and nights of camping for every Scout during the year.

## Unit Committee Follow-Up:

- Immediately after the Parents' Night, members of the Unit Committee should visit absentee parents and enlist their support and cooperation.
- As new Scouts join the unit, parents should be personally contacted and the unit camping plans explained by a member of the committee.
- Be sure every Scout and every family is using some type of earning and savings plan resulting in the Scout attending summer camp.

## SUGGESTED PARENTS' NIGHT AGENDA

**Purpose:** To review the unit's plans for outdoor program with parents and promote Scout attendance at Summer Camp. This should be held in January or February.

**Pre-opening:** Camping exhibits and demonstrations by the Patrol Leaders Council.

### Meeting:

1. Opening ceremony by the SPL.
2. Welcome and purpose of meeting by Unit Committee Chairman.
3. Camp promotional program by the Order of the Arrow or other selected summer camp representative
4. The Unit's plans for summer camp by the Scoutmaster.
  - a. Camp selection and why this camp fits the unit's needs this year.
  - b. Camping dates and campsite.
  - c. Camp leadership: exact needs and what is already in place.
  - d. Camp savings plan: suggest ways of earning money & saving for camp.
  - e. How to register, fee schedule and payment due dates.
  - f. **State of Michigan Registry Clearance Rules for Campers & Visitors - PLEASE MAKE SURE YOUR UNIT FAMILY MEMBERS KNOW ABOUT THE MICHIGAN REGISTRY CLEARANCE REQUIREMENTS. If family members (21+ years old) arrive without MI Registry Clearance, our only option is to page a cleared member of the unit to the Camp Office to escort your visitors during their stay at camp for the day.**
5. Question and answer period by the summer camp representative and Scoutmaster.
6. Closing ceremony by the Patrol Leaders' Council.



---

# PLANNING FOR CAMP

---



## **SCOUT'S PERSONAL SAVINGS PLAN**

### **Help Scouts Save for Summer Camp**

1. In early fall, introduce a chart to the unit and tell members how important it is. Suggest it as a patrol chart so Scouts can sign up by patrol.
2. Urge patrol leaders to sign up first. Put patrol members' names on the chart and get everyone in the patrol to save for camp. "Sign-up" means a Scout has saved at least \$5.00 or more before March 1. (A prize may be offered for the first 100% patrol signed up.)
3. Ask the Senior Patrol Leader or assistant Scoutmaster to bring the chart to the attention of the whole unit on a regular basis.
4. Adults in the unit should find out which Scouts are not signed up and try to get them committed.
5. The unit finance and records committeeman or the unit scribe should collect camp fees on a regular basis. These funds should be kept in trust by the committeeman or scribe.
6. Determine the amount of money each square represents on the chart and on the personal saving record card. Either the unit finance and records committeeman or the scribe may initial the chart with a marking pen for each payment on both the Scout's half of the record card and the unit's copy. The two Personal Savings Record card halves may be punched if desired.
7. If a Scout saves part of the camp fee and, due to an emergency, cannot attend camp, the unit should refund the money to them or give them a choice of camping equipment equal to the amount.
8. Check out our Financial Assistance Videos on the Summer Camp Video Resources page-  
<https://michiganscouting.org/summervideoresources/>

**\* SCOUTS HAVE THE OPPORTUNITY TO SELL POPCORN ONLINE YEAR-ROUND \***





## SUGGESTED INDIVIDUAL EQUIPMENT CHECKLIST:

All personal gear should be marked with the owner's name and unit number

✓	CLOTHING
	Complete Scouting America Uniform
	Hiking boots or shoes (closed toed shoes ONLY)
	Lightweight jacket
	Sweatshirt
	Raincoat or poncho
	Scout Hat
	Extra shirts
	Extra shorts/pants
	Pajamas/sleep clothes
	Handkerchiefs
	6 pairs extra socks
	6 changes underwear
	Tennis shoes (closed toed shoes ONLY)
✓	TOILETRY KIT
	Wash cloths
	Hand towel
	Body towel
	Soap
	Shampoo
	Toothbrush
	Toothpaste
	Comb/brush
	Deodorant
	Sunscreen
	Bug Spray
✓	AQUATIC ITEMS
	Swimsuit (pack on top)
	Beach Towel
	Goggles/swim mask
✓	BEDDING
	TENT (if applicable by camp)
	Pillow
	Sleeping Bag
	Extra Blanket (if desired)
	Ground/sleeping pad

✓	DAY ITEMS
	Daypack/backpack
	Wallet
	Notebook
	Pencils/pens
	Scout Handbook
	Merit Badge Book(s)
	Canteen/Water Bottle
	Camera
✓	EXTRAS
	Medication (in original container)
	Fishing Equipment
	Merit Badge Pre-requisites
	Musical Instrument
	Song Book
	Personal First Aid Kit
	Money (\$) for Trading Post
	Pocket Knife (with Totin' Chip)
	Matches/Lighter
	Compass
	Flashlight
	Batteries

This list is to be used as a guideline, needs will vary between Scouts.

While doing aquatics activities, swimsuits must be modest. For males, tight fitting swim briefs or swim bottoms short enough to allow exposure are not allowed - no speedos. For females, bikinis are not allowed; modest tankinis or one-piece swimsuits are appropriate.

Scouts may bring cell phones to camp for Merit Badge use, photographs, etc. but will **NOT** be allowed to use them if they disrupt class or are used inappropriately.

Scouts should not bring pagers, 2-way devices, or personal computers!

For safety reasons, sandals are only to be worn in the shower or at the beach. Closed toed shoes MUST be worn when traveling through camp!

Every Unit at camp should take a few minutes to determine if it has everything necessary for a quality program. Please refer to the "Suggested Unit Equipment Checklist" on your Camp Registration Page for a suggested list of items to take to camp and consult the Scoutmaster's Handbook for a more detailed list.

# HEALTH & SAFETY





# HEALTH FORMS



Effective January 1, 2010 the only health form that we are allowed to accept is the Scouting America Annual Health & Medical Record. Please visit the following link for the current health form: <http://www.scouting.org/scoutsource/HealthandSafety/ahmr.aspx>

Parts A, B (both sides), and C MUST be completed including ALL required signatures for all campers - regardless of how long they will be in camp for. Sports physicals and/or any other physical forms will not be accepted. Participants arriving without the proper health form will be expected to complete the proper form at their expense to be able to remain in camp - no exceptions!

Adults without Part C will not be permitted access to camp - no exceptions! Adult leaders will also be required to go through a health check with the unit at check-in.

Any camper arriving to camp, who does not possess a valid BSA Health Form, will not be admitted onto camp property. **There will be no refunds for anyone who is not admitted to camp due to an invalid health form.**

All health forms must be renewed annually for both youth and adults. The BSA Health Form is valid until the last day of the month one year after it was issued (i.e. if your health form is dated June 6, 2021 - it is valid until June 30, 2022).

**Per State of Michigan policy, all Health Forms must be kept on file at Camp - HEALTH FORMS WILL NOT BE RETURNED - please bring a photocopy to camp - we are not able to provide a copy of your Health Form to you.**

## TETANUS SHOTS

For the benefit of individual health, as well as that of the community in general, it is Scouting America national policy that members of the organization adhere to the joint recommendations of the Advisory Committee on Immunization Practices, the American Academy of Pediatrics, and the American Academy of Family Physicians with regard to obtaining age-appropriate immunizations.

When attending Scouting America programs or activities that require an annual health and medical record or specialty physical exam to be completed, it is required to have current tetanus immunization!

Exceptions to tetanus immunization will be accepted for medical, religious, or philosophical reasons. Those who choose not to receive the tetanus immunization are required to fill out a form releasing Scouting America from liability. This form must be attached to your medical form upon your arrival to camp. A copy of this form can be found at the following link: <https://filestore.scouting.org/filestore/pdf/680-451.pdf>

Scouts and adult leaders who arrive to camp without an up-to-date tetanus vaccination or signed vaccination exemption form MUST go and receive one in town at their own expense. Failure to have an up-to-date tetanus vaccination can result in removal from camp.

# MENTAL, EMOTIONAL, AND SOCIAL HEALTH (MESH)

Our MESH initiative is in conjunction with the National Camp Accreditation Program and curriculum via the American Camp Association. We aim to craft community, culture, creativity, and a summer of fun. The tools and structure to support mental health outcomes are created through the lens of an emotionally safe environment for people at every level in every program. We encourage a team-based and growth mindset. Our Mental Health outcomes are centered on the balance of a healthy mind and body. We exercise this by teaching through our activities the importance of perseverance, leadership, vulnerability, and compassion.

As a part of our Health Services we have a designated seasonal staff member who supports MESH needs for Campers and Staff in conjunction with our Health Officers. This role is to support the mental, emotional, and social health of all participants and staff. They can relate effectively to diverse groups of people, assist our staff in responding to urgent and/or elevated behavioral or emotional situations, build trusting relationships with participants and staff, and assist in staff training. We utilize our health forms to inquire about mental health issues prior to attending camp to help identify specific support systems.

The following hotline numbers are available to all staff and campers:

ORGANIZATION	CONTACT TYPE	CONTACT NUMBER
Michigan Suicide & Crisis Lifeline	CALL	988
Crisis Text Line	TEXT	SIGNS to 741741
National Alliance on Mental Illness	CALL & TEXT	C: 1-800-950-6264 T: 62640
National Mental Health Hotline	CALL	1-866-903-3787
<b>CAMP ROTARY – CLARE COUNTY</b>		
Community Mental Health for Central Michigan Crisis Hotline	CALL	1-800-317-0708
<b>COLE CANOE BASE – OGEMAW COUNTY</b>		
The Coalition of HOPE Crisis Line	CALL	1-844-865-5569
<b>D-BAR-A SCOUT RANCH – LAPEER COUNTY</b>		
Lapeer County Community Mental Health	CALL	1-810-667-0500
Hope Hotline	CALL	1-800-334-4673
<b>GERBER SCOUT RESERVATION – MUSKEGON COUNTY</b>		
Health West	CALL	231-722-4357



# YOUTH PROTECTION & 2-DEEP LEADERSHIP

The Scouting America believes that its top priority is to protect the safety of children. Scouting America has developed “Barriers to Abuse Within Scouting” that create safer environments for young people involved in Scouting activities. All Scout leaders must comply with these policies. Violations of these policies put Scouts at risk and will result in disciplinary action, including expulsion from camp and revocation of membership. All camp staff members are required to understand these policies and report any suspected violations as directed by the Camp Director.

## **TWO-DEEP LEADERSHIP ON ALL OUTINGS REQUIRED.**

A minimum of two registered adult leaders, or one registered leader and a participating Scout’s parent, or another adult is required for all trips and outings. One of these adults must be 21 years of age or older.

### **ADULT SUPERVISION/COED ACTIVITIES:**

Male and female adult leaders must be present for all overnight coed Scouting trips and outings, even those including parent and child. Both male and female adult leaders must be 21 years of age or older, and one must be a registered member of Scouting America.

Scouting America now requires that **ALL** adults who wish to overnight as part of their camp stay **MUST** be a registered member of Scouting America and **THIS REGISTRATION MUST BE WITH THE UNIT THEY ARE ATTENDING CAMP WITH!** Any adults who wish to stay on any Michigan Crossroads Council property overnight, that cannot show proper registration with Scouting America, must leave the property - no refund!

## **ONE-ON-ONE CONTACT BETWEEN ADULTS AND YOUTH MEMBERS IS PROHIBITED.**

In situations requiring a personal conference, such as a Scoutmaster conference, the meeting is to be conducted with the knowledge and in view of other adults and/or youth.

## **TWO-DEEP LEADERSHIP AND NO ONE-ON-ONE CONTACT BETWEEN ADULTS AND YOUTH MEMBERS INCLUDES DIGITAL COMMUNICATION.**

Leaders may not have one-on-one private online communications or engage one-on-one in other digital activities (games, social media, etc.) with youth members. Leaders should copy a parent and another leader in digital and online communication, ensuring no one-on-one contact exists in text, social media, or other forms of online or digital communication.

## **AGE-APPROPRIATE AND SEPARATE ACCOMMODATIONS FOR ADULTS AND SCOUTS ARE REQUIRED.**

### **TENTING:**

- Separate tenting arrangements must be provided for male and female adults as well as for male and female youth.
- Youth sharing tents must be no more than two years apart in age.
- In Cub Scouting, parents and guardians may share a tent with their family.
- In all other programs, youth and adults tent separately.
- No adult may share a tent with a person of the opposite sex unless he or she is that adult’s spouse; spouses may share tents.

### **LODGING / CABIN ACCOMMODATIONS:**

Whenever possible, separate cabins or lodging should be provided for male and female adults as well as for male and female youth. Where separate accommodations cannot be provided due to group size or limited availability, modifications may be made. Where completely separate accommodations are not available, additional supervision is required.

- If adults and youth of the same gender occupy single-room accommodations, there must be a minimum of two adults and four youth, with all adults being Youth Protection trained.
- Physical separation by other means, including temporary barriers or space, should be used only when no other arrangements are possible.
- These modifications are limited to single-gender accommodations.

### **SHOWER FACILITIES:**

Whenever possible, separate shower and latrine facilities should be provided for male/female adults and male/female youth. If separate facilities are not available, separate shower times should be scheduled and posted.

## **THE BUDDY SYSTEM SHOULD BE USED AT ALL TIMES.**

The buddy system is a safety measure for all Scouting activities. Buddies should know and be comfortable with each other. Self-selection with no more than two years age or significant differences in maturity should be strongly encouraged. When necessary, a buddy team may consist of three Scouts – a buddy pair cannot be mixed gender and must be a group of 3. No youth should be forced into or made to feel uncomfortable by a buddy assignment.

## **PRIVACY OF YOUTH IS RESPECTED.**

Adult leaders and youth must respect each other’s privacy, especially in situations such as changing clothes and taking showers at camp. Adults may enter youth changing or showering areas only to the extent that health and safety requires. Adults must protect their own privacy in similar situations.



---

# YOUTH PROTECTION & 2-DEEP LEADERSHIP

---

## **INAPPROPRIATE USE OF SMART PHONES, CAMERAS, IMAGING, OR DIGITAL DEVICES IS PROHIBITED.**

Although most Scouts and leaders use cameras and other imaging devices responsibly, it is easy to unintentionally or inadvertently invade the privacy of other individuals with such devices. The use of any device capable of recording or transmitting visual images in or near shower houses, restrooms, or other areas where privacy is expected is inappropriate.

## **NO SECRET ORGANIZATIONS.**

Scouting America does not recognize any secret organizations as part of its program. All aspects of the Scouting program are open to observation by parents and leaders.

## **YOUTH LEADERSHIP IS MONITORED BY ADULT LEADERS.**

Adult leaders must monitor and guide the leadership techniques used by youth leaders and ensure Scouting America policies are followed.

## **DISCIPLINE MUST BE CONSTRUCTIVE.**

Discipline used in Scouting must be constructive and reflect Scouting's values. Corporal punishment is never permitted. Disciplinary activities involving isolation, humiliation, or ridicule are prohibited. Examples of positive discipline include verbal praise and high fives.

## **APPROPRIATE ATTIRE IS REQUIRED FOR ALL ACTIVITIES.**

Proper clothing for activities is required. Certain activities will require the use of long pants and/or long sleeves. Please check your camp specific appendix for merit badge and program clothing requirements. For questions on summer camp dress code, please refer to page 28.

## **NO HAZING.**

Hazing and initiations are prohibited and may not be included as part of any Scouting activity.

## **NO BULLYING.**

Verbal, physical, and cyberbullying are prohibited in Scouting.

## **MANDATORY REPORTING OF CHILD ABUSE.**

All persons involved in Scouting must report to local authorities any good-faith suspicion or belief that any child is or has been physically or sexually abused, physically or emotionally neglected, exposed to any form of violence or threat, exposed to any form of sexual exploitation including the possession, manufacture, or distribution of child pornography, online solicitation, enticement, or showing of obscene material. This duty cannot be delegated to any other person.

Immediately notify the Camp Director of this report, or of any violation of Scouting America's Youth Protection policies, so he or she may take appropriate action for the safety of our Scouts, make appropriate notifications, and follow up with investigating agencies.

State-by-state mandatory reporting information:  
[www.childwelfare.gov](http://www.childwelfare.gov)

## **ALL ADULT LEADERS AND YOUTH MEMBERS HAVE RESPONSIBILITY.**

Everyone is responsible for acting in accordance with the Scout Oath and Scout Law. Physical violence, sexual activity, emotional abuse, spiritual abuse, unauthorized weapons, hazing, discrimination, harassment, initiation rites, bullying, cyberbullying, theft, verbal insults, drugs, alcohol, and pornography have no place in the Scouting program and may result in revocation of membership. For more information, please see Scouting America's Guide to Safe Scouting and Youth Protection resources.

## **UNITS ARE RESPONSIBLE TO ENFORCE YOUTH PROTECTION POLICIES.**

Adult leaders in Scouting units are responsible for monitoring the behavior of youth members and other leaders and interceding when necessary. If youth members misbehave, their parents should be informed and asked for assistance.

## **INCIDENTS REQUIRING AN IMMEDIATE REPORT TO THE CAMP DIRECTOR.**

The following must be reported to the Camp Director for action immediately:

- Any threat or use of a weapon
- Any negative behavior associated with race, color, national origin, religion, sexual orientation, or disability
- Any reports to authorities where Scouting America's Mandatory Reporting of Child Abuse policy or your state's mandatory reporting of child abuse laws apply
- Any abuse of a child that meets state reporting mandates for bullying or harassment
- Any mention or threats of suicide

If someone is at immediate risk of harm, call 911.

If a Scout is bullied because of race, color, national origin, religion, sexual orientation, or disability, and local help is not working to solve the problem, contact Scouting America's Member Care Contact Center at 972-580-2489, or send an email to [youth.protection@scouting.org](mailto:youth.protection@scouting.org).

# SUMMER CAMP CAMPER DRESS CODE

The Michigan Crossroads Council encourages our campers to dress comfortably while they are at camp. Campers should use their best judgement to dress appropriately and not wear anything that would make other campers feel uncomfortable. When packing for camp, the following dress code items should be adhered to:

- **Clothing** should not include profanity or images that do not support the Scout Oath and Law
- **Proper** undergarments should be worn
- **Pants and shorts** must
  - Completely cover undergarments
  - Not allow for exposure of the buttocks
  - Stay up without the use of hands
- **All shirts** must
  - Have wide straps or cover the shoulders - no "spaghetti straps"
  - Not be see-through or expose the side of the body
  - Be worn at all times outside of the aquatics area or shower house
- **Closed-toed shoes** must be worn at all times except while in the aquatics area, shower house, or as deemed safe by the Camp Director. At no time should a camper be **barefoot** unless in the designated Aquatics areas, the shower, or in their tent. For the safety of our campers, the MCC strongly discourages the wearing of Crocs, Hey Dudes, and similar style footwear. Specific camp programs, including but not limited to Climbing & Industrial Arts, will require sturdy footwear – please contact your Camp Director for more details.
- **Swimwear** must be modest
  - For males, tight fitting swim briefs or swim bottoms short enough to allow for exposure are not allowed - no speedos
  - For females, bikinis are not allowed, modest tankinis or one-piece swimsuits are appropriate



---

# SPECIAL DIETARY NEEDS

---

The Michigan Crossroads Council defines a special dietary need as one of the following:

1. A known food allergy
2. A diet based on a pre-existing medical condition
3. A diet based on religious principles

Persons with diets that do not fall under the above categories do not qualify for special diet services while at camp. Please consult with the Camp Director for further information & guidance.

Our camps continually strive to make your dining experience a positive one during your stay with us. Great care is made to ensure quality, quantity, & variety in each meal we prepare.

However there are also people who require special attention to their diet. We make it a practice to accommodate as best we can those who have special dietary needs. This can be done by contacting the Camp Director at least **2 weeks** prior to your arrival at camp.

While every effort will be made to accommodate the special dietary needs of you and your Scouts, you may need to bring supplemental food items to camp that we cannot provide locally.

Campers who require special diets should note so on their registration. In order to make your final payment for camp, you will need to list any dietary restrictions on each camper's registration.

## ! Dietary Restrictions ?

Dietary Restrictions

If the camper has no dietary restriction, simply type "NONE" in the box.

If the camper does have dietary restrictions, type them here. Dietary restrictions include:

- Food allergies (i.e. eggs, milk, soy, banana, etc.)
- Diets based on a medical condition (i.e. gluten free, vegetarian, vegan, etc.)
- Diets based on religious principles (i.e. Kosher, Halal, etc.)

MCC has worked with both our food service provider and local businesses to do our best to accommodate our campers that have special dietary needs. In the event that we cannot accommodate a special dietary request, campers with a highly regulated diet will sometimes need to bring their own food to camp with them.

The Michigan Crossroads Council operates "nut free" dining facilities.



MICHIGAN & SCOUTING AMERICA/MCC CAMPS

# POLICIES

RULES & REGULATIONS



---

# STATE OF MICHIGAN REGULATIONS FOR 2025

---

## DHHS CENTRAL REGISTRY CLEARANCE REQUIREMENT

**All campers and visitors over the age of 21 are required to comply**

The State of Michigan requires all adults (21 and older) that are on camp property to go through a Central Registry Clearance with the Department of Health & Human Services of Michigan (DHHS). Although the rule states that this pertains to “staff”, the state defines “staff” as either a paid employee OR a volunteer who has responsibility for the direct care or supervision of campers or who has unsupervised contact with campers. The State of Michigan requires us to document that EVERY individual aged 21 and older on camp property be cleared by the Central Registry / State of Michigan.

All campers and visitors are required to get a new letter **ANNUALLY!** Previous year’s letters are NOT valid.

Both CAMPERS and VISITORS 21+ years of age who plan to attend OR visit any MCC Summer Camp this summer must:

**1. APPLY:** Submit a [State of Michigan Request for Central Registry Clearance Form](#) – there is no cost associated with this process.

**DO NOT REQUEST TO MAIL YOUR RESULTS TO THE CAMP!!!** Results **must** be mailed or emailed to the individual requesting clearance.

**2. OBTAIN AND COPY:** Upon approval, the individual seeking clearance will receive a form letter, DHHS 1910, from the State of Michigan showing that they have been cleared. The individual will need to make a **copy** of this letter for **each** camp they plan to attend / visit during the summer season.

**3. SUBMIT:** For Campers – a copy of each camper’s DHHS Clearance Letter must be submitted to the camp office upon their arrival to camp. For **full-time** campers, this will need to be turned in during the Unit’s check-in process. For **part-time** campers, this can either be turned in during the Unit’s check-in process or can be presented by the individual when they check in to camp.

*Campers who cannot provide a DHHS Clearance Letter will not be granted access to the property – no refunds will be given to individuals who cannot access camp due to not having a Clearance Letter.*

For Visitors – a copy of each visitor’s DHHS Clearance Letter must be submitted to the camp office upon check-in. Visitors who cannot submit a DHHS Clearance Letter must agree to be always escorted by a cleared individual while on the property OR will not be granted access to the property.

*Units will be responsible for providing escorts to Uncleared individuals from their unit – camps will not provide an escort for any visitors.*

To ensure that your Unit family & friends who will be visiting you this summer do not get turned away or delayed, please notify your unit families of this State of Michigan rule.

**DOWNLOAD THE DHHS FORM AT**

<https://bit.ly/3VG9XFw>

**ADULTS ATTENDING CAMP FROM OUT OF STATE should  
contact their Camp Director for more specific instructions.**





## STATE OF MICHIGAN LAWS/ADMINISTRATIVE RULES

**Public Act 116 of 1973** provides for the licensing of children's camps. Administrative rules require written procedures on the following items be provided to every staff member and leader:

**Rule 113** No camper shall be deprived of food or sleep, be placed alone without staff supervision, observation and interaction, or be subjected to ridicule, threat, corporal punishment, hazing or excessive physical exercise.

**Rule 115** It is mandatory that any staff member or volunteer report to their director any actual or suspected case of child abuse or neglect immediately. The Director shall immediately contact the Camp Director, who shall by phone report to the Centralized Intake at 855-444-3911 and file a written report within 72 hours. "This is the responsibility of all staff members and volunteer leaders."

The camp staff members shall ensure confidentiality of the information and only involve those necessary according to the reporting procedures. In addition, If the alleged abuse occurred at camp, the camp director shall ensure the alleged perpetrator is separated from the campers until the incident is resolved, until the threat is removed, or as long as necessary to protect the safety and welfare of the campers.

**Rule 119** Each staff member and volunteer leader must be alert at all times to each camper's physical state. Any observed change should be reported to the Camp Director for the appropriate action. This can most easily be done during swim checks (cuts, bruises, etc.) and at meal times for behavioral patterns.

**Rule 123** The camp shall hold all prescription and nonprescription drugs and medications in locked storage unless medically contraindicated.

**Rule 400.11111** A camp shall ensure that the ratio of adult staff members to campers at any one time is as follows:

1. For campers below the age of 13, during their awake hours there shall be 1 adult staff member for every 10 campers or a fraction thereof beyond the first 10.
2. For campers below the age of 13, during their sleeping hours there shall be 1 adult staff member for every 14 campers or a fraction thereof beyond the first 14.

3. For campers 13 years of age or older, there shall be 1 adult staff member for every 14 campers or a fraction thereof beyond the first 14.
4. For campers with disabilities, during their awake hours there shall be 1 adult staff member for every 3 campers or a fraction thereof beyond the first 3.
5. For campers with disabilities, during their sleeping hours there shall be 1 adult staff member for every 6 campers or a fraction thereof beyond the first 6.
6. The minimum number of staff on duty and in camp is 2 adult staff members

In a camp that has more than 50 campers, the camp director shall not be included in determining the staff member-camper ratio and shall not serve full-time as the health officer or as an aquatics supervisor.

**MCL 722.113f** Child care organization receiving notice of high-risk special investigation; notification to parent or legal guardian;

1. There is also a written notification that is required. See Statute "MCL 722.113f(2): Except as provided in subsection (5), within 24 hours after a child care organization receives notice that a high-risk special investigation is being conducted by the department, the child care organization shall make a good-faith effort to make oral notification to each parent or legal guardian of 1 or more of the following:
  - a) Children who were under the child care organization's care at the site and the time the incident being investigated occurred.
  - b) If the individual being investigated is still present at the child care organization at the time of the investigation, children who have or will come into contact with the individual being investigated as long as that individual is present at the child care organization.
2. The child care organization shall send written notification within 1 business day after the initial good-faith attempt under subsection (1) at oral notification. For the purpose of this subsection, written notification shall be given by 1 of the following:
  - (a) Mail service.
  - (b) Facsimile transmission.
  - (c) Electronic mail.

# CAMP BEHAVIORAL POLICIES

## YOUTH AND/OR ADULT VIOLENT BEHAVIOR

The directors and staff at our camps are coached in preventative measures when it comes to youth and/or adult violent behavior. We are not trained, nor do we have the ability, to handle situations relating to violent behavior. If these types of situations should arise at camp, we will immediately contact local authorities for professional assistance. The youth and/or adult will be sent home to seek professional guidance - no refund. Please keep us apprised of any discipline/behavior problems you may experience during the week. The Michigan Crossroads Council maintains a zero-tolerance policy for violent behavior.

## DISCIPLINE POLICY:

Our campers' safety is our first and foremost priority. Actions taken by any camper that puts another's safety at risk, such as Youth Protection violations, allegations of abuse, self-harm, verbal or physical assault, and other actions clearly defined in Scouting's Barriers to Abuse and the Guide to Safe Scouting will result in immediate action by the camp administration. This action will include a discussion with the Unit Leader at camp and may result in expulsion from camp based on the degree of the action.

## EXPULSION POLICY – REMOVING A CAMPER FROM CAMP:

If, in our judgement, any camper's behavior places the well-being of others at risk of injury, we will act quickly and decisively to resolve the situation:

- Closer supervision
- Redirection to more appropriate activities
- Removal from tense situations
- Firm and consistent limit-setting
- Provision of alternative outlets for the expression of feelings

The camper code of conduct states that Scouts and Adult Leaders that visit our camp properties for their summer camp experience will adhere to the rules, policies, and procedures of the specific camp they are attending, the Michigan Crossroads Council, and Scouting America. **By signing you or your Scout up for a summer camp experience, you are agreeing to adhere to these rules, policies, and procedures.**

If we are unable to achieve positive change, our goal is to connect the camper with the professional supports needed for their success, while maintaining a safe environment. If inappropriate or unsafe behavior has not been resolved within a reasonable amount of time, despite our efforts, expulsion from Camp may be appropriate.

In the event that a camper will need to be removed from camp, our staff will work as a team with unit leadership and the parents/guardians of youth campers for the best care plan for them. A teamwork approach is the only way to correct repeated inappropriate behavior. Parents patience, support, and follow through are not only appreciated, but also necessary. Expulsion from the program will be considered in extreme situations, or when dictated by Scouting's Barriers to Abuse and/or the Guide to Safe Scouting. This includes, but is not limited to, physical altercations, discriminatory language, and failure to follow camp, council, or national policies and procedures.

**When a parent signs a camper up for camp, they agree to be available (or to have another designated guardian available) to pick up their camper should the need arise.** Expulsion from camp will be facilitated by the Camp Administration through the Unit Leader.



---

# NATIONAL CAMP ACCREDITATION PROGRAM

---



The National Office of Scouting America states that the purpose of the National Camp Accreditation Program (NCAP) is to help councils elevate camps to new levels of excellence in delivering Scouting's promise to youth. Councils will engage in a rigorous review of camps and properties, continuous improvement, and correction or elimination of substandard practices.

**NCAP achieves this purpose through the following:**

- National Camp Standards
- Application and Authorization to Operate Review
- Camp Strategic Analysis
- Continuous Camp Improvement Program
- Annual Camp Assessment Process

Only camps that successfully complete all five aspects of the NCAP are Scouting America accredited camps.

Our camps are inspected during the first week of operation by a team of trained "Visitation Specialists" to ensure that our camps & programs meet Scouting America National Standards. The State of Michigan / Department of Human Services, the Health Department, the State of Michigan Licensing & Regulatory Affairs Department, and other departments concerned with the safety and well being of our campers also make routine inspections of our properties and programs.

**Per standard AO-802, all Michigan Crossroads Council Camps continue to earn and operate as BSA NCAP Accredited Camps.**



# BSA/MCC CAMP POLICIES

## YOUTH PROTECTION REPORTING POLICY

Any suspicion or belief that any child is or has been physically, emotionally or sexually abused, exploited or exposed to any form of violence, threat, pornography or obscene material should be reported to the local authorities AND to the Scout Executive. At summer camp, the Camp Director serves as the designee for the Scout Executive.

State of Michigan policies on youth protection can be found on page 32 of this guide.

The Michigan Department of Health and Human Services hot line number is 855-444-3911. This toll-free number allows you to report abuse or neglect of any child or adult any time day or night.

## DRUGS & ALCOHOL

The Michigan Crossroads Council and Scouting America are committed to providing a safe, healthy, and productive camp and camping experience. Accordingly, the possession or use of, or being under the influence of, illegal drugs (as classified under federal, state or local laws), including marijuana, and / or the possession of drug paraphernalia, will not be tolerated on any properties (including camps) of the Michigan Crossroads Council or Scouting America.

Smoking is only permitted in the designated smoking area, away from campers and guests. Cigarettes, cigars, pipes, e-cigs, vapes, snuff, chew, and other tobacco products/ nicotine delivery devices are not permitted outside of the designated smoking area.

Possession, consumption, or being under the influence of alcohol, including beer, will not be tolerated on the properties of the Michigan Crossroads Council or Scouting America.

Violation of this policy will result in immediate removal from camp (with no refund) and may also result in legal prosecution.

While the proper use of prescribed medication by a patient under the care of a physician is permitted, such prescription medications must be dispensed by the Camp Health Director or the designated Unit Leader in your site in accordance with the rules of Scouting America.

Michigan Crossroads Council Camps are "Drug & Alcohol Free Zones."

**For purposes of this policy, marijuana is an illegal drug and is not a prescribed medication.**

## ILLEGAL, IMMORAL, AND/OR UNACCEPTABLE ACTS

As a character building organization caring for other people's children in camp, illegal, immoral or other activities generally considered unacceptable by society have no place in Scouting America. This includes all forms of hazing and unit initiations.

## LIVING QUARTERS

The Michigan Crossroads Council and the Boy Scouts of America reserve the right to enter quarters (not limited to but including tents) during reasonable hours, when necessary, in order to provide for efficient service, repairs, improvements, maintenance, fire safety inspections, or enforcement of Michigan Crossroads Council and Scouting America regulations and policies.

## SUMMER CAMP CAMPER DRESS CODE

The Michigan Crossroads Council encourages our campers to dress comfortably while they are at camp. Campers should use their best judgment to dress appropriately and not wear anything that would make other campers feel uncomfortable. When packing for camp, the following dress code items should be adhered to:

- **Clothing** should not include profanity or images that do not support the Scout Oath and Law
- Proper **undergarments** should be worn
- **Pants and shorts** must
  - Completely cover undergarments
  - Not allow for exposure of the buttocks
  - Stay up without the use of hands
- **All shirts** must
  - Have wide straps or cover the shoulders - no "spaghetti straps"
  - Not be see-through or expose the side of the body
  - Be worn at all times outside of the aquatics area or shower house
- **Closed-toed shoes** must be worn at all times except while in the aquatics area, shower house, or as deemed safe by the Camp Director. At no time should a camper be **barefoot** unless in the designated Aquatics areas, the shower, or in their tent. For the safety of our campers, the MCC strongly discourages the wearing of Crocs, Hey Dudes, and similar style footwear. Specific camp programs, including but not limited to Climbing & Industrial Arts, will require sturdy footwear – please contact your Camp Director for more details.
- **Swimwear** must be modest
  - For males, tight fitting swim briefs or swim bottoms short enough to allow for exposure are not allowed - no speedos
  - For females, bikinis are not allowed, modest tankinis or one-piece swimsuits are appropriate



**PERSONAL EQUIPMENT, FIREARMS, FIREWORKS, AND AMMUNITION**

Michigan Crossroads Council policy DOES NOT allow for any of the following personal items / safety equipment to be brought onto camp property:

<b>Firearms*:</b>	Rifles, shotguns, pistols (including off-duty law enforcement), bows, crossbows, etc.
<b>Shooting Sports*:</b>	Wrist rockets, slingshots, tomahawks, throwing knives, etc.
<b>Ammunition*:</b>	Bullets, slugs, shot-shells, BBs, arrows, etc. (Ammunition is never allowed outside of the range area in any form)
<b>Fireworks*:</b>	Poppers, firecrackers, fountains, mortars, etc.
<b>Climbing:</b>	Harnesses, helmets, gloves, carabiners, belay devices, rope, etc.
<b>Aquatics:</b>	Lif jackets, personal watercraft + paddles & oars, lifesaving equipment, etc.
<b>Skilled Trades:</b>	Welding jacket, welding gloves, welding helmets, hand tools, etc.

\*Violations will result in immediate removal from camp - no refund. The MCC maintains a “zero-tolerance” policy on firearms, shooting sports, ammunition, and fireworks violations.

All of our MCC Camps provide adequate equipment to serve your unit’s shooting sports, climbing, and other program needs. All personal equipment should be left at home and not brought with you to camp.

Campers that have any of the above listed items (including service pistols) will be given the opportunity to turn them in to the Camp Office upon Sunday check-in. There, they will be stored under lock and key until the end of the week. You **MAY NOT** lock any personal equipment in your vehicle (including service pistols). Personal equipment will then be returned to you upon your departure from camp. Personal equipment will **NOT** be allowed to be used on camp property. Failure to turn in personal equipment will result in your immediate removal from camp - no refund!

**TRANSPORTATION**

The Michigan Crossroads Council is not able to transport individuals to “off the property” activities (except for pre-approved and licensed “Trek Programs” as defined by NCAP and the State of Michigan) or appointments, including non-emergency medical situations. The unit is responsible for all “off property transportation” and is to make sure that those providing that transportation are doing it in accordance with all rules and regulations established by the National Council of Scouting America and the State of Michigan. Units must make sure that the vehicles being used to transport Scouts are in excellent working order, the driver is currently licensed, and all appropriate insurances are in effect.

Camp vehicles are NOT available for the transport of Scouts or Leaders. If a camper needs gear transported during the week, prior arrangements must be made with the Camp Office.

All riders are to use seat belts at all times and are not to distract drivers at any time. All emergency situations are dealt with as is appropriate.





## FINAL REMINDERS

- All persons who wish to attend Michigan Crossroads Council camps must be registered with Scouting America.
- The person in charge of your unit must be currently registered as a Scouter who has been a proved by the unit's Chartering Organization and be at least 21 years old.
- Units must have 2 deep leadership at all times.
- All unit reservations are made to best accommodate our customers and the space available in each campsite. Depending on the Unit reservations for your week at camp, your campsite may be home to more than one unit. Sharing a campsite can provide your Scouts with an excellent opportunity to make new friends and share in the many duties and activities available at camp during your week at camp.  
**Each MCC Camp reserves the right to make final campsite assignments or re-assignments.**
- **No pets** are allowed in any area of camp beyond the parking lot - Please make sure your visitors are aware of this policy. This rule does not pertain to registered service animals with accompanying paperwork. **At our MCC camps, a service animal is a dog that is trained to do work for, and to assist, an individual with a disability. Emotional support and other therapy animals are not considered service animals under ADA Title II and Title III.**
- Closed-toed footwear must be worn in camp at all times except while in the designated aquatic areas, shower, or bed. This includes traveling to or from the Aquatics area or a shower house.
- Anyone arriving at or leaving camp must sign in or out at the Camp Office.
- No flames or open fires are permitted in tents at any time.
- It is a violation of law to tamper with smoke detectors in camp buildings and structures.
- The Scout uniform is the proper dress for dinner & evening flag. It is strongly encouraged at all other times.
- Scoutmasters are responsible for discipline of the Scouts in their units.
- Scouts are not allowed in restricted areas without permission of the staff member on duty. Restricted areas include the Aquatics, COPE & Climbing, and Shooting Sports program areas - other areas as indicated by each camp.
- Flammable liquid stoves and lanterns must be used and filled only by adult leaders. Liquid fuels must be stored in accordance with each camp's Chemical Fuel Policy.
- Other rules deemed necessary by each individual Camp Director.

YOUR UNIT

# PROGRAM

AT CAMP



---

# PLANNING FOR CAMP

---

The program of each camp is based on the needs, desires and interests of units and individuals as expressed in the Unit Program Schedule. Each unit will have its own program highlights prepared prior to arrival at camp. When you and your Scouts arrive at camp, you'll find a staff that is ready, willing, and able to assist you with your week's program. The staff is there, not to lead your unit - that's your privilege as a Scout leader - but to provide assistance in the form of counseling merit badges, providing backup service, and to give the Scouts a role model.

Time and again, research has shown that Scouts remain in the Scouting program when their Units take the extra time to plan a strong outdoor program. We know from experience that Units who plan their summer experience before they arrive are the ones that leave camp the most satisfied.

Your unit should plan to take full advantage of your week at camp. Patrol structure should be used to help the Scouts get used to democratic leadership. In order to ensure that your Scouts have the opportunity to take and complete the merit badges of their choice, you'll need to coordinate with them and guide them **before** they get to camp.

While at camp, don't forget that you have a voice in how camp is being run. All of our Michigan Crossroads Council camps offer Leaders Roundtables where your comments will be greatly appreciated. Don't wait until Saturday and your evaluation to tell us your needs. Ask during the week, and you'll be pleased when the staff is eager to help you.

Please make the information in this guide available to all Scouts and Leaders attending camp - as well as any parents whose child will be in attendance. By allowing everyone involved to have the same information, communication and understanding between all parties becomes much easier! **Be Prepared!**

As a thank you for your thorough comprehension of this material, please see the Business Manager at 4pm on Thursday for a special gift.





---

# DEVELOPING YOUR UNIT'S PROGRAM

---

Planning your program should start now. It is not necessary to plan everything down to the minute. A brief outline is what you need at this time:

- a. Become familiar with this Leader's Guide AND the Program Specific Guide for your Camp
- b. Discuss all program possibilities with your Patrol Leader's Council.
- c. Know the needs and wishes of the Scouts in your unit. Have your patrol leaders make a list of the needs of each Scout in their patrols and the activities they would like to do as a patrol or as a unit. They should report back to the Patrol Leaders' Council.
- d. At the next Patrol Leaders' Council meeting, develop your program based on your needs and desires.
- e. Remember, your unit program must be flexible for you to share the facilities with other units in camp.

The camp program is the combination of all the factors of living in the camp community. Since each unit's program will be different, the needs and interests are different. There are four general patterns within the unit's program that should be in evidence. They are:

1. Activities in which all members of the unit take part.
2. Activities that are best carried out on a patrol basis.
3. Informal activities more suitable for a few Scouts to do together.
4. Special interests a Scout might follow on their own.

There will be many activities in camp for which adult leaders and unit leadership will accept sole responsibility. They may seek information or help from the staff or a commissioner, but it is important that each unit establish its own identity and gain experience in the building and administration of its own program. It isn't Scout camping unless the patrol is the functioning group in the administration of the unit program in camp. The balanced program - the total living experience in camp - must revolve around the Scout and their personal interests with their friends, in their patrol, in their unit, and in their camp community.

It is the responsibility of adult leaders, unit leaders, and the Patrol Leaders' Council to establish the program and schedule for the unit. Within this program and schedule, adequate time for the four general patterns listed above should be allowed. The unit is a source of authority and the framework within which the complete program is planned as far as the Scout is concerned.



---

# ADVANCEMENT

---

## ADVANCEMENT IN CAMP

Summer camp holds many opportunities for advancement, particularly in areas related to the outdoors. The camp staff includes many experts who will assist Scouts in advancement. Scout advancement requirements and procedures, of course, must be followed at camp as they would be in any other setting.

All advancement in Scouting occurs in four parts. This does not change at summer camp. These parts are:

1. **The Scout learns** in meetings, on hikes, while camping, and on their own.
2. **The Scout is evaluated.** The unit leader's council may name patrol leaders, qualified youth leaders, unit instructors, and/or unit leaders of the unit committee to test Scouts on advancement.
3. **The Scout is reviewed.** Boards of review for all progress awards are conducted by at least three members of the unit committee. The rank of Eagle requires a special review by at least three members of the unit committee and a member of the district advancement committee. This is not held in camp.

### Procedure at camp:

- a. The progress award review is set up by the Scout Leader and conducted as outlined under #3.
  - b. The review is held by the unit committee and the council advancement report is properly filled out. This form is then sent to the Council Service Center.
  - c. The Camp Director or his designee will issue rank cards to the Scoutmaster upon request.
4. **The Scout gets their badge.** Merit Badges and Rank awards will not be available in the Trading Post but may be purchased at the Council Service Center. An advancement report will be needed when purchasing the awards and badges.

## ADVANCEMENT PLANNING

To have a successful advancement program at camp, your Scouts should start planning before camp. Each Scout, with a leader's assistance, should decide which merit badges and/or rank requirements they will work on at camp. Remember, it's usually better to begin two badges and complete them than to start five badges and finish none of them.

We urge that you work with each Scout as much as possible in the pre-camp preparations. Leaders who will be teaching parts of merit badges should also prepare themselves and any materials they may need. Some Star and Life service work is available at camp; contact the Camp Director, Ranger, or Quartermaster. The Scoutmaster must approve this work in advance.



## TRACKING ADVANCEMENT AT SUMMER CAMP

All Michigan Crossroads Council Camps will be utilizing the online registration system for registering, tracking progress during camp, and reporting completions and partials to units after their week of camp.

The camp administration team will work diligently to ensure that merit badge tracking data is updated each evening by 11pm. Please understand that power outages, server crashes, and unscheduled website maintenance may prevent this from occurring.

If you have questions regarding your Scouts progress for the week that you cannot obtain from the online tracking sheets, please speak with the Merit Badge Counselor or the Camp Program Director.

### Merit Badge sign-ups and completion:

- The Scout or the Unit will sign-up for desired merit badge(s) in the online registration system before arriving at camp
- The Unit should bring two printouts of the units merit badge schedule with each scout on it when they arrive at camp on check-in day: one for the Scout to have, and one for the Unit to utilize
- The Unit Leader in charge will be given a list of all Scouts and their accompanying merit badges during check-in; they will need to sign this list as "approved", taking place of the "Unit Leader Authorization" section of the blue card
- The camp retains the aforementioned list as the leader approval for each scout to participate in those listed merit badges
- During the week each Scout is checked as present or absent each day
- Each requirement is listed on the class roster and is checked-off daily if completed
- At the end of the week the Scout is listed as complete or partial (with all requirements listed needing to complete)
- The unit is given a final report upon leaving camp with all information on each scouts completed badges or partial requirements needed - **this report is used instead of the use of blue cards**
- The unit will have access to go back to the registration system and print blue cards for each scout after they return from camp. (see "Printing Blue Cards" on **page 45**)
- It is important that the unit prints these cards for each scout immediately after camp to ensure that the Scout has all records for rank advancement and will be ready to contact a counselor to complete and sign-off on remaining requirements
- The blue card will print all of the scout's info and the requirements checked off - the system will not print a partial blue card
- If needed the unit has the ability to print reports up to seven years after camp
- Also note that our registration system already provides a **Scoutbook** and **Troopmaster** export feature

ONLINE

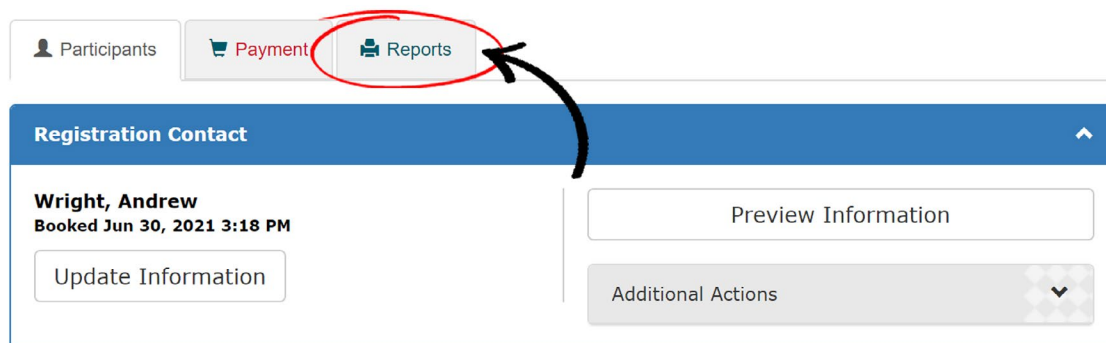
# BLUE CARDS

& REPORTS



# PRINTING REPORTS

The Michigan Crossroads Council is pleased to be able to offer our Scouts BSA Resident Summer Camp Unit Leaders with a full array of available reports, both before, during, and after your summer camp experience at your MCC Scouts BSA Resident Camp this summer. Please be reminded of the following reports available through your Scouts BSA Resident Summer Camp Reservation via the MCC website. After logging into your Scouts BSA Resident Summer Camp reservation, click on the “Reports” tab at the top of the page:



## You will then see the following reports listing available to you:

**Payment Allocations:** This report is especially important in the months leading up to your summer camp experience because it shows the payment status for each attendee.

**Participant Payment Detail:** This report shows how payments were allocated to each individual participant.

**Class Schedule:** The class schedule report will generate 1 daily schedule per scout. The class schedule report is helpful in providing scouts with a printed copy of their schedule for each day.

**Scout Summary:** The scout summary report is designed for units to see a list by scout, and what merit badges those scouts are taking during each session of camp. The scout summary report is helpful for unit leaders in keeping track of where their scouts should be at any given class time.

**Class Summary:** The class summary report is designed for units to see a list of all classes being taken by their scouts. The class summary report is helpful for unit leaders that want to see how many and which scouts are taking each class offered.

**Period Summary:** The period summary report is designed for units to see a list of class times and the classes that their scouts are taking during each time period. The period summary report is helpful for unit leaders keeping track of where their scouts are in camp during each class session.

**Trading Post Packing List:** This report prints a packing list of the pre-ordered T-shirts that were ordered as part of your registration.

**Scoutmaster QR Codes:** This is a Scoutmaster report designed for summer camp. It prints the QR codes used to access each Scout's schedule on a cell phone or tablet.

**Unit Advancement Detail:** This report allows the unit to print off a list of all completed requirements in grid form, which is useful for updating in Scoutbook or another online advancement tracking system.

**Class Prerequisites by Participant:** This report creates one page for each attendee showing their prerequisites that will need to be completed before coming to camp.

**Unit Advancement Summary:** This report allows the unit to print off a compact list of all completed requirements, which is useful for updating in Scoutbook or another online advancement tracking system.

**Blue Cards - Plain Paper:** This allows the unit to print their own Blue Cards three to a page using standard 8.5 x 11 paper.

**Badges – Incomplete:** This report is for Scouts who have partially completed a merit badge. It is used to give the Scouts a record of their completion progress.

**Customer Invoice:** This report generates a printable Customer Invoice showing all charges and payments for the registration.

Units that wish to print any of these reports can do so by logging into their reservation and clicking on the reports tab at the top of the screen. Once on the “Reports” screen, simply click on the button for the report you would like to generate and then click “preview report”.

Please review these reports and be sure to take advantage of this awesome resource to enhance your summer camp experience!



---

# PRINTING BLUE CARDS

---

**The Michigan Crossroads Council utilizes the built in electronic blue card reports in the Blackpug registration system. What does this mean for your Unit?**


- Your camp will not accept a physical blue card - all blue cards will be processed through your Unit's online registration
- Your Unit WILL NOT need to fill out blue cards prior to or after arriving to camp
- Your Unit WILL NOT need to turn in a physical blue card at camp
- Your Unit WILL NOT receive blue cards at the end of the week
- Your Unit WILL be able to print blue cards off of their registration up to 7 years after the event

For more details on this process, please refer to the "printing blue cards" section below.

## PRINTING BLUE CARDS

Blue cards will be available for your Unit to print immediately upon your return home. Blue cards print on a full 8.5" x 11" piece of paper. It is recommended that your unit prints its blue cards on blue card stock.

**To print blue cards for your unit, follow the steps below:**

1. Go to the registration website for your selected camp and click "lookup registration" at the top of the page:  
Camp Rotary - <https://scoutingevent.com/272-CRSBSA25>  
Cole Canoe Base - <https://scoutingevent.com/272-CCBSBSA25>  
D-bar-A Scout Ranch - <https://scoutingevent.com/272-DBASRSBSA25>  
Gerber Scout Reservation - <https://scoutingevent.com/272-GSRBSA25>
2. Log in to your event using your email address and reservation number
3. Click on  Reports at the top of your registration page
4. For merit badge completion data, click Unit Advancement Detail
5. To print blue cards, click Blue Cards - Plain Paper

**Your camp will NOT print blue cards for your unit!**

## PARTIALS AT CAMP

For Scouts that receive a "partial" in a merit badge class, a blue card will not be printed. Scouts that receive a partial should follow the steps listed under "Printing Blue Cards" and then select **Badges - Incomplete** to print off a partial completion report, which will include:

- Date of requirement completion
- List of requirements yet to be completed
- Merit Badge revision date

This slip can then be used at another camp or with another merit badge counselor to complete the badge.

Scouts can continue working from the same merit badge revision date that they started and have until their 18th birthday to complete a merit badge.

**Scouts or units should NOT contact Summer Camp Counselors or staff after summer camp concludes. Merit Badge partials should be completed with a unit merit badge counselor, or at a MCC Merit Badge event. Check [michiganscouting.org/events](https://michiganscouting.org/events) for upcoming programs. Questions related to merit badge records should be directed to the Camp Director.**


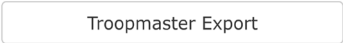

---

# SCOUTBOOK AND TROOPMASTER EXPORTS


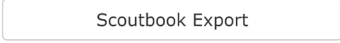

---

The Blackpug registration system is set up to easily export and upload your Unit's summer camp advancement records into Scoutbook and Troopmaster. Please refer to the appropriate section below to assist you in the export process.

## SCOUTBOOK EXPORT

1. Go to the registration website for your selected camp and click "lookup registration" at the top of the page – refer to page 45 for the correct registration link
2. Log into your event using your email address and reservation number
3. Click on  Reports at the top of your registration page
4. Scroll to the bottom of the page and click on 
  - a. Follow the instructions listed under the "Scoutbook Export" button to ensure proper download
  - b. Follow the instructions at [this link](#) to import into the Scoutbook system
5. Click on  to download onto your computer

## TROOPMASTER EXPORT

1. Go to the registration website for your selected camp and click "lookup registration" at the top of the page – refer to page 45 for the correct registration link
2. Log into your event using your email address and reservation number
3. Click on  Reports at the top of your registration page
4. Scroll to the bottom of the page and click on 
5. Click on  to download onto your computer



# **CORPORATE HEADQUARTERS**

14258 Michigan Street | PO Box 129  
Eagle, MI 48822

517.940.4210  
[camp.michigan@scouting.org](mailto:camp.michigan@scouting.org)  
[www.michiganscouting.org](http://www.michiganscouting.org)

Updated April 11, 2025