

Camp McKee



2008 Summer Camp Leader's Guide

McKee Outdoor Education Center
8695 Levee Rd
Jeffersonville, KY 40337
Phone / Fax: 859-498-1328
www.campmckee.org



Table of Contents

General Information, Rules and Fees

Page 2	Table of Contents, Directions to Camp
3	History of McKee Outdoor Education Center
4	General Rules
5	Map of Camp with campsite capacities
6	Summer Camp Schedule, Fees & Payment Schedule
7	Additional Fees and Expenses, Refund Policy
8	Tentative Daily Schedule for Summer Camp
9	Arrival & Check-in Procedures, Early Arrival Procedures
10	Procedures for LDS Units, Express Check-in Procedures, Check-out Procedures
11	Swim Classification Procedure, Tick Awareness Plan
12	Camp Security, Early Scout Release Procedures, Mail and E-mail Policies

Programs and Featured Activities

Page 14	Baden Powell Program for First Year Campers
15	Adventure Programs
16-17	Honor Recognition Programs
17	Adult Volunteer Information, Family Night Information
18	Other Programs and Activities of Interest
19	Order of the Arrow Activities
20-27	Merit Badge Requirements

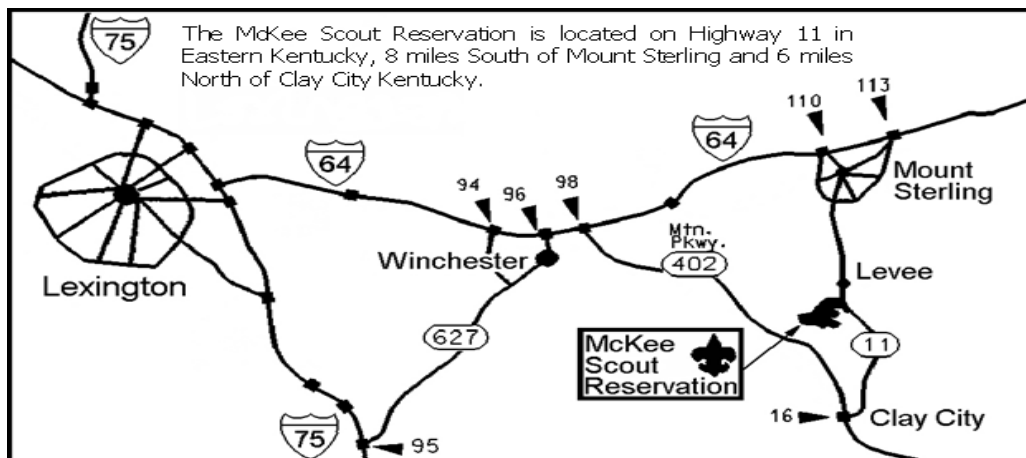
Checklists

Page 29-30	Timeline Checklist
31	What to Bring to Camp Checklist
32	Paperwork Checklist

Forms

Page 34	Camper Consent Form (must be turned in for ALL Scouts)
35	Pre-Registration Form / Roster
37	Merit Badge Class Registration
39	Campership Application
41	Swim Classification Record
43	Campsite Check-in / Check-out Form
45	Daily Campsite Inspection Form
47	Honor Recognition Record Form
49	Scout Early Release Request Form
51-53	OA Brotherhood Requirements
55	Provisional Scout Registration Form

Please download from www.bgbsa.org or pick up at the council office the Class 1,2 & 3 Physical Forms and tour permits.



The History of McKee Scout Reservation

The history of McKee Outdoor Education Center is rich in diversity. Native Americans occupied East Central Kentucky before the white people arrived. Grape Knob would have offered a good observation point from which Daniel Boone or a Shawnee could view the surrounding land. The courthouse in Mt. Sterling was built with stone that was mined from Grape Knob when it served as a rock quarry. McKee has a special sense of place.

Mrs. Gertrude P. McKee began piecing together the land that has become known as McKee Outdoor Education Center on June 1, 1920. On March 31, 1945, seven tracts of land totaling more than 300 acres were deeded over to the Blue Grass Council of the Boy Scouts of America by P.L. and Gertrude McKee for one dollar.

The first official camporee was held in 1946, and for several years after, fall camporees were held. Additional parcels of land were added in the late 1950s. This land is well situated on the borders of Montgomery and Powell counties, and now consists of more than 600 attractive acres.

A Capital Campaign was held in 1958-1959 to finance development of the property. The layout originally recommended by the National Scout Council proposed dividing the camp into two distinct camps, Camp Bishop and Camp Lee. Camp Bishop was to be developed first. Each camp was designed for a capacity of 200 boys and would have about ten unit campsites. In early April 1959 clearing and lumbering for the nearly 17 acre lake began. The construction was done largely with donated time, materials and equipment. Work on the waterfront, activity areas, campsites, administration lodge, health lodge, trading post and Keeneland dining hall proceeded concurrently with the other projects and was well advanced by early 1960.

The first camp ranger, Walt Ferrell, took up residence in his new home located at the camp entrance early in 1960. Most of the projects were completed while others were started, such as the council ring and rifle range. On June 10, 1960, the first of 1300 boys who were to use the facility during its initial summer camping season arrived.

The Pioneer Mountain Trail was hiked and laid out by Scouts in late 1960 and early 1961. The chapel and picnic area were the next items built. The chapel was dedicated on June 28, 1962 with churches in the Blue Grass Council donating nearly half of the funds for the project.

In 1976 the number of campsites increased by five, and showers and a pedestrian bridge were built. Construction drawings for the renovation of Keeneland Dining Hall were done. During the same era, the OA lodge (Cox Building) was designed and constructed.

On March 31, 2001, a ground breaking took place celebrating a continuing construction for Camp McKee beginning with a new dining hall named Stampler Hall. It seats about 350 people and sports a "state of the art" kitchen. Also constructed were Karrick Retreat Lodge, a new climbing tower, a C.O.P.E. Course and a Handicraft Lodge.

Named after the late P. L. McKee and Gertrude McKee (the original land donors), the McKee Scout Reservation has been serving the Scouting community for almost 50 years. Located just 8 miles from Interstate 64, near its junction with Interstate 75, McKee is easily accessible to the entire Eastern United States. Our location also puts us within minutes of the Red River Gorge, the Daniel Boone National Forest, and Cave Run Lake. This allows us to enhance our Summer Camp program and also makes us a great base camp for Troops in the off-season.

Our Summer Camp Program has 3 areas of emphasis:

- The Baden Powell Program for the first and second year camper. This program is designed for the Scout working toward First Class.
- Merit Badge instruction, for the Scout working on advancement from First Class through Eagle.
- Adventure Programs, such as COPE, Cave Run Adventure, and our Premier Red River Gorge Climbing Outpost. These are for the Scout that has been to camp for a few years and wants to broaden his horizons or just have a good time.

From the Dutch Oven Cook-off to "Cat's Eye" orienteering and the Water Carnival, there are plenty of opportunities for the individual Scout or the whole Troop! For the first time, Scout Leaders will be able to broaden their horizons, or just have a good time.

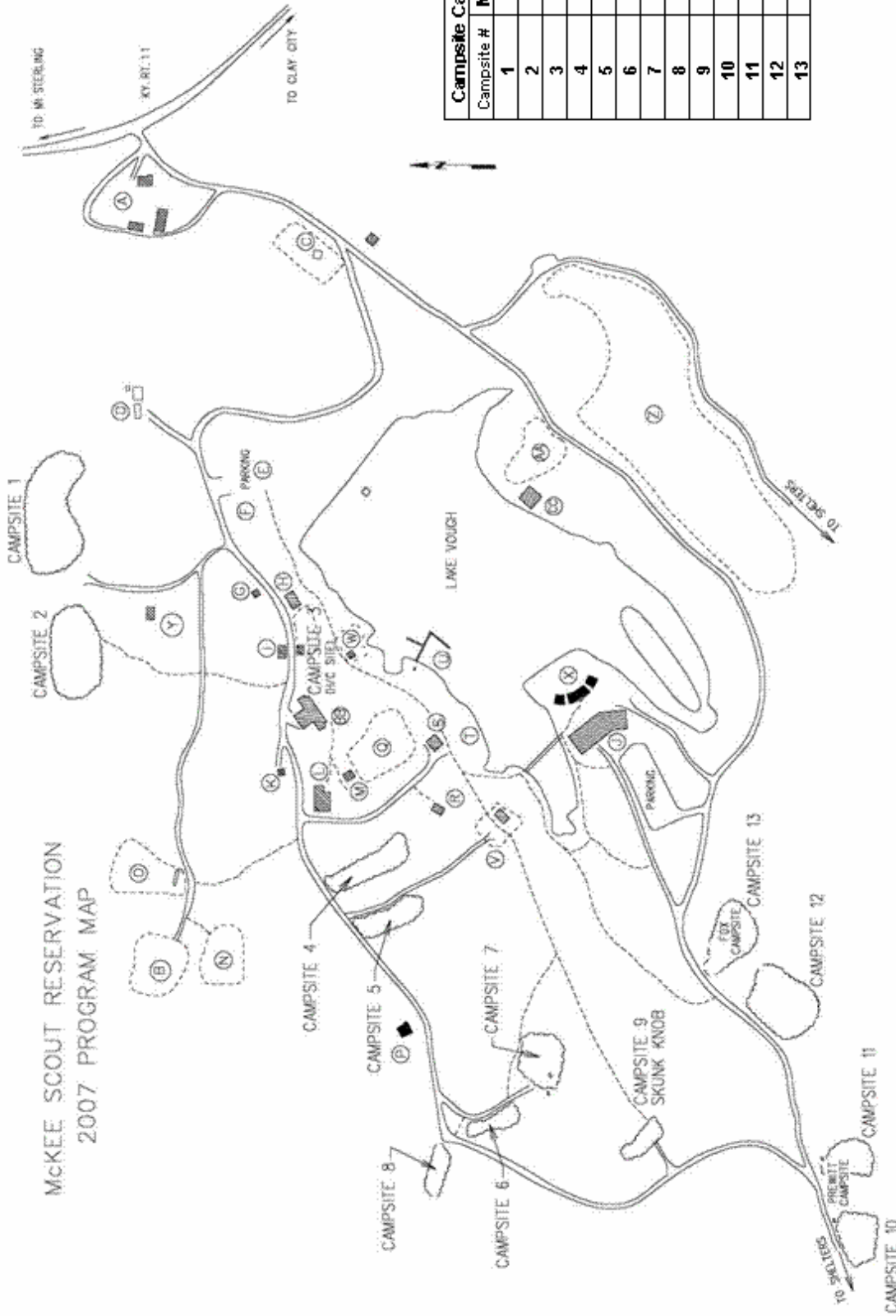
We are excited about the many changes that are still happening at McKee due to our recent capital improvement campaign. One of the largest improvements is our new state of the art, air-conditioned Dining Hall. Menus are planned and prepared by our on-site registered dietician. Our dining hall will seat 350 people at each meal. Sunday dinner is the first meal prepared by the camp kitchen staff, each week, and Saturday breakfast is the last.

The McKee Scout Reservation is proud to be a Nationally Accredited Camp by the Boy Scouts of America. Don't miss out on the exciting opportunity to learn new skills or hone existing talents at the McKee Scout Reservation this summer.

McKee Outdoor Education Center General Rules

1. Each unit is responsible for providing two-deep leadership. Leaders must be at least 21 years of age and are required to be present day and night.
2. Blazing or cutting live trees is strictly forbidden except under the direct supervision of the ranger.
3. No hunting is allowed and all firearm use will be restricted to the proper ranges under camp staff supervision.
4. The use of alcohol or illegal drugs is strictly forbidden. Failure to follow this regulation will result in removal from camp property as well as notification of parents and/or the appropriate authorities.
5. Smoking is permitted by adults in designated areas only. No smoking is permitted by anyone under the age of 18.
6. Fireworks are not allowed on camp property.
7. Fires may be built only in designated fire rings/areas.
8. **No motor vehicles will be permitted beyond the parking lot.** Only official camp service or marked handicapped vehicles will be permitted in camp. **Handicapped vehicles may only be used to transport disabled Scouts or Scouters.** Only one vehicle will be allowed to travel to the campsite to deliver the troop's camping equipment. They must then return to the parking lot. No vehicles are allowed to drive into the campsite. Please unload your gear from the road next to your campsite. It is against BSA policy for drivers under 18 years of age to drive to, from, or at the McKee Outdoor Education Center. Vehicles in unauthorized areas will be towed at the owner's expense. Please observe the posted speed limits within camp.
9. Everyone at camp is expected to be respectful of all camp structures. Writing on walls, carving on wood, kicking of walls, etc. will not be tolerated. Your camp deposit will be forfeited for damages to camp property.
10. A Scout is clean! Units are required to clean all areas used and remove any trash to the dumpsters prior to checkout.
11. All individuals participating in boating activities must wear a proper personal floatation device (PFD) at all times. All aquatic activities will be done using the Safe Swim Defense and/or Safety Afloat Plan.
12. Fishing is prohibited in swimming areas and off bridges. All fish caught should be eaten during the stay at camp or released.
13. Sheath, butterfly, and survival type knives are not allowed at camp.
14. Except when at the waterfront or taking a shower, footwear must be worn at all times. For safety reasons, open toed shoes are not to be worn at camp (i.e. sandals, flip flops, etc.).
15. The official Scout uniform is to be worn by Scouts, adult leaders and staff at flag retreat ceremonies and dinner. NOT PERMITTED are caps and t-shirts, etc. that do not represent the best spirit of the Scout Oath and Law.
16. No pets are allowed in camp at any time.
17. Anyone desiring to visit camp at a time other than designated "Family Night" should contact the camp director at 859-498-1328 to make proper arrangements. **All visitors must check in at the administration building and receive a visitor's badge. Any youth leaving camp must check out at the administration building with the proper adult.**

McKEE SCOUT RESERVATION 2007 PROGRAM MAP



Campsite Capacities	
Campsite #	Maximum
1	40
2	40
3	20
4	30
5	30
6	40
7	30
8	40
9	30
10	30
11	30
12	40
13	30

- A. RANGERS HOUSE/MAINTENANCE.
- B. SHOTGUN RANGE
- C. PIC NIC AREA/PROGRAM SHELTER
- D. WATER TREATMENT FACILITY (OFF LIMITS TO CAMPERS)
- E. PARKING AREA
- F. LIQUID FUEL STORAGE
- G. QUARTERMASTERS STORAGE
- H. ADMINISTRATION BUILDING
- I. FIRST AID LODGE (STAFFS QUARTERS)
- J. DINING HALL
- K. COOK'S CABIN (STAFF QUARTERS)
- L. ORDER OF THE ARROW LODGE
- M. SHOWER HOUSE
- N. ARCHERY RANGE
- O. REFLE RANGE
- P. MEDITATION/CHAPEL AREA
- Q. STAFF CAMPING AREA
- R. WRIGHT LODGE (STAFF QUARTERS)
- S. TRADING POST HANDICRAFT LODGE
- T. TABLE AREA
- U. AQUATICS/WATERFRONT AREA
- V. SCOUTCRAFT AREA
- W. ECOLOGY CONSERVATION AREA
- X. COUNCIL ARENA AREA
- Y. BADEN POWELL PROGRAM AREA
- Z. PROJECT C.O.P.E. AREA
- AA. CLIMBING RAPPELLING AREA
- BB. KEENE LAND LODGE
- CC. RETREAT LODGE

Additional Fees and Expenses

(These fees are in ADDITION to the regular camp fee)

Due to the cost of certain **program materials**, there will be additional fees for certain activities at camp. These activities and their associated fees are as follows:

Shotgun Merit Badge:	\$20	Open shoot is an additional fee (\$1 = 3 shots)
Rifle Merit Badge:	\$10	Open Shoot is an additional fee (\$1 = 10 shots)
Climbing Merit Badge:	\$20	which includes a one-day trip to Red River Gorge
Motor boating:	\$ 8	for the cost of fuel

Merit Badge Class Supplies: Most handicraft merit badges and projects require the purchase of kits or material for completion (baskets, leather kits, etc.). These vary in price (most are under \$10) and may be purchased in the trading post. Archery MB will require the purchase of an arrow kit from the trading post (under \$5). Space Exploration MB requires purchase of a rocket kit (under \$10).

Red River Gorge Climbing Outpost (Week 5 only) \$60

Red River Gorge One Day Climbing Experience \$10

Triple Threat Adventure Program (taking the place of COPE) \$30

Family Night Dinner \$5 each person
Cub Scouts in uniform and children under 2 eat free.

Troop Pictures \$12 One 8" x 10" troop picture. See check-in procedures for more details.

Refund Policy

The Blue Grass Council will issue refunds only under the following conditions:

Campsite Deposit: This deposit is refundable until April 15. This means the council must be notified in writing, by this date, that your unit will not be attending camp and another unit may use the campsite.

Early Bird Deposit: This deposit is NOT refundable, but may be transferred to another Scout or leader in your unit.

Individual Camp Fees: Individuals that have paid in full prior to the troop's balance due date may receive a refund of fees less 15%. **After the troop's balance due date, the ONLY valid reason for a refund of camp fees would be a serious illness, transfer, or summer school.** The refund will be your camp fees less 15%. The refund request must be made in writing and include copies of a doctor's excuse or pertinent documentation. All refund requests must be received in the council office no later than July 31st to be considered. NO REFUNDS WILL BE GIVEN AT CAMP.

McKee Scout Reservation
2008 Tentative Summer Camp Daily Schedule

Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday		
7:00 AM		Reveille							
7:15 AM		Meditation at Arena							
7:30 AM		Flag Raising and Breakfast (Scoutmaster's Breakfast – Thursday)							
8:30 AM		Session #1/Scoutmaster's Meeting @ 9:00 AM on the back porch of the dining hall							
9:30 AM		Session #2							
10:30 AM		Session #3 Monday-Friday BSA Lifeguard 10:30-4:30							
11:45 AM		Free Time							
12:00 PM		Lunch							
1:00 PM		Senior Patrol Leaders Meeting @ North Deck							
1:30 PM		Session #4							
2:30 PM		Session #5							
3:30 PM		2:00 PM Troop check-in And swim checks	Session #6				Session #6		4:30 PM Water Carnival
6:00 PM		Retreat Ceremony at Arena			Dinner In Campsites	Retreat Ceremony at Arena			
6:15 PM	Dinner				Dinner				
7:30 PM	7:00 Leaders Meeting	Open Areas Open Shoot Handicraft	Scavenger Hunt, Open Areas, Shooting Sports, Disc Golf Tournament & Climbing	Dutch Oven Cook-off	Scout Skills Marathon & Iron Man	Free Time			
8:30 PM	Vespers				Outpost	Camp wide Games, Action Archery Competition & Nightfall GPS Competition	Closing Campfire		
9:00 PM	Opening Campfire	Cat's eye Orienteering Trail	Free Time						
10:30 PM	Quiet Time								

* All Troops need to be checked out by 10:30 AM to allow the camp staff adequate time to prepare for the next week's program. We appreciate your help and cooperation regarding this.

Arrival and Check-in Procedures

Please plan on arriving **NO EARLIER THAN 2:00 PM SUNDAY**. No units will be admitted to the camp before that time.

1. When you arrive at camp, you should bring your registration materials, tour permit, troop roster, and the balance of any fees due. You will then be assigned a Staff Guide who will accompany your troop to your campsite. You should keep medical forms and insurance paperwork until you check-in at the Health Lodge. Troops attending camp from the Blue Grass Council are provided secondary medical insurance coverage through registration and charter renewal. Out of council troops are required to show proof of accident insurance during check-in.
2. Have your Class A uniform ready to put on upon arrival. Your troop will stop at the administration building and have a group photograph made. Photographs will be available for purchase later in the week.
3. One vehicle per unit will be allowed to drive to the campsite for unloading the troop's gear. Please do not drive into the campsite, unload gear at the road. Troop trailers may remain at the campsite, but vehicles must be unhitched and moved to the parking lot.
4. As soon as the troop gear is unloaded and stored, Scouts and leaders should change into swim trunks. The Staff Guide will then lead you to the First Aid station for medical rechecks. You will then proceed to the waterfront for swim checks.
5. After swim checks, you will take a brief tour of the camp and may return to your campsite.

For Troops Wishing to Arrive on Saturday

We recognize that, due to distances involved, some Troops will need to arrive at camp on Saturday. If you wish to do this, the following rules apply:

1. There will be a additional fee (see "Fees and Payment Schedule"), per person, for all members of your troop who arrive early. This fee, along with the **Pre-registration Form**, found in the "Forms" section, must be submitted to the council office by the deadline date for your week of camp on the late fees payment schedule. The council office will notify the Camp Director that you will be arriving early.
2. Your campsite assignment will be posted on the camp bulletin board in front of the Administration Building. Please stop and verify which campsite you are staying in. All campsites are numbered and will be marked, so please be sure to set up in the correct site.
3. If your troop sets up in the wrong campsite, you will be required to move to your correct site on Sunday afternoon, no exceptions.
4. The management of the McKee Scout Reservation reserves the right to put more than one troop per site, if the need arises. Remember a Scout is kind. If, upon check-in, you see that there are 2 or more troops sharing your assigned site, please be courteous and do not set up over the entire site. Should this happen, and upon the arrival of other troops on Sunday there is insufficient space, you will be required to move some of your troop's gear to make space for the others.
5. There will not be any staff members or camp leadership personnel on hand to assist you on Saturday evenings or Sunday mornings. Check in will begin at 2:00 PM on Sunday afternoon. No exceptions.
6. Swimming and boating are not allowed to those coming early.
7. Please make sure your troop follows the camp rules, and remains out of all program areas. Scouts should not be 'roaming around' unsupervised during your early time here, especially after dark.
8. Plan your arrival after 2:00 PM to allow the previous week's troops to depart and staff to finish preparations for next week's camp.

Procedures for LDS Units

Camp McKee will accommodate LDS units who cannot arrive on Sunday afternoon. Early coordination with the camp will make your arrival on Monday easier.

1. Your **pre-registration form and payments** must be submitted by the deadline date on the payment schedule listed earlier in this guide. Deadline dates will be enforced and late fees charged to ALL units who do not register and pay according to schedule. Please make a handwritten note on the top of your pre-registration form if you will be arriving on Monday morning. The council office will notify the Camp Director of your arrival plans.
2. The troop **MUST** arrive at camp not later than 7:00 a.m. Monday. This will allow you to be checked in and have medical checks and swim checks conducted before eating breakfast.
3. Have all forms and records ready to speed your check-in.
4. Have Scouts and leaders dressed with swim trunks under their pants for the swim checks.

These procedures will allow you and your Scouts to arrive and start an exciting week at Camp McKee with few problems.

Express Check-in

For Troops wanting to check in fast, we are offering Express Check-in. Simply mail a copy of your complete Summer Camp Roster, health and consent forms for all participants, and contact information for the adult leader, to the council office AND camp office no later than 12 days before arrival. We will review the forms and if we have questions, we will try to contact the leader and get them resolved before you get here. Campers added after that will be reviewed when you arrive. **ALL PAYMENTS** should be made to the council office by the deadline date on the payment schedule for your week of camp. **NO ON-SITE PAYMENTS WILL BE TAKEN AT CAMP FOR EXPRESS CHECK-IN.**

Please note! Mail all forms to McKee Outdoor Education Center for Express Check-In. Medical forms are confidential. They should be mailed in a sturdy envelope, marked "Confidential" and sent to the attention of the "Camp Director". Mail to:

Director
McKee Outdoor Education Center
8695 Levee Road
Jeffersonville, KY 40337

Check-out Procedures

Before departure, each unit will be accompanied by a staff representative that will examine your campsite for any damage. If they find everything satisfactory, your security deposit will be returned to you before you leave. Medical forms can be picked up at the Health Lodge, merit badge record sheets and blue cards can be picked up at Keeneland Hall before you leave. You must complete a campsite check-out inspection before leaving camp. Your security deposit will be refunded if no damage recorded. Damage charges will be applied as follows.

DAMAGE CHARGES

<u>Tents</u>	<u>Tools and Equipment</u>	<u>Cots</u>
Rips and tears per panel - \$25.00	Bulletin Board - \$40.00	Torn mattress covers - \$25.00
Writing on canvas per panel - \$10.00	Shovel - \$20.00	Replace mattress - \$40.00
Broken uprights - \$11.00 each	Broom - \$7.00	Ripped cot cover - \$20.00
Outrigger damage - \$20.00 each	Axe - \$20.00	Broken cot - \$60.00
Tent replacement - \$200.00		
Dining fly - \$100.00		

Swim Classification Procedures

The swim classification tests should be renewed annually. All persons participating in BSA aquatics are classified according to swimming ability. The swimmer's test demonstrates the minimum level of swimming ability for recreational and instructional activity in a confined body of water with a maximum 12-foot depth and with shallow water footing or a pool or pier edge always within 25 feet of the swimmer.

Swimmer's Test:

- Jump feet first into water over the head in depth, level off, and begin swimming.
- Swim 75 yards in a strong manner using one or more of the following strokes:
Sidestroke, breaststroke, trudgen or crawl
- Swim 25 yards using an easy resting back stroke.
- The 100 yards must be swum continuously and include at least one sharp turn.
- After completing the swim, rest by floating

Beginner's Test:

- Jump feet first into water over the head in depth then level off
- Swim 25 feet on the surface, stop, turn sharply,
- Resume swimming as before, and return to starting place.

Units must choose one of the following options to administer the swim classification tests

Option A (at camp): The swim classification test is administered the first day of camp by the aquatics personnel.

Option B (at unit level with council-approved aquatics resource people):

The swim classification test done at a unit level should be conducted by one of the following council approved resource people: aquatics instructor, BSA; aquatics supervisor, BSA; BSA lifeguard; certified lifeguard; swimming instructor; or swim coach. See "**Unit Swim Classification Record**" in the "Forms" section.

SPECIAL NOTE: When swim tests are conducted away from camp or at the point of activity, the Aquatics director shall at all times reserve the authority to review or retest all participants to ensure that standards have been maintained.

Troop Swimming at Camp: Troops may conduct their own swimming sessions, but the troop must provide two-deep leadership and their own BSA Lifeguard. Troops may sign up for swimming times at the Senior Patrol Leader meetings.

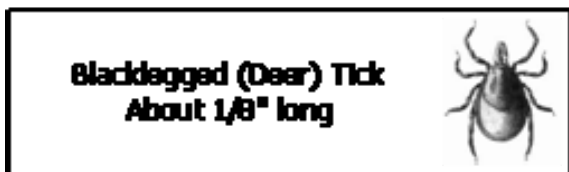
Tick Awareness Plan

Ticks transmit various disease-causing agents from animals to humans. Ticks are found at McKee Outdoor Education Center. Most people do not feel a tick biting and so campers should check regularly for the presence of ticks on their person.

All participants on the day of arrival will be cautioned and directed as to the risk of tick borne disease, and the precautions and procedures to be followed. Signs will be posted throughout Camp McKee with information about ticks.

All imbedded ticks are to be removed by Health Lodge personnel and preserved in properly labeled specimen containers (any such incidences will be properly logged according to pre-existing procedures).

All exposed persons will receive written information pertaining to the exposure and appropriate follow-up care. (For youth, the information will be provided to the responsible adult).



Camp Security

Everyone in attendance at the camp must wear identification that signifies legitimate participation in the camping program. Wristbands will be the method used at Camp McKee.

All visitors to the camp must stop at the camp office and sign in. A guest book for this purpose will be maintained and identification will be required. A special visitor nametag will be given that will identify the person as a legitimate visitor. Upon conclusion of their visit, guests will sign out so that camp administrators will know who is on camp property at all times.

Any time a person is spotted in camp without either a visitor's nametag or camp participation identification, that person should be escorted to the office to sign in (so staff personnel may determine why that person is on camp property).

Early Scout Release from Camp

No scout will be released from camp early without a completed "Scout Release Request" found in the "Forms" section of this guide. The form requires the signature of a parent/guardian.

Communicating with Campers

When a Scout goes away to camp, one thing he loves is getting mail from home. When writing to your son or spouse, remember to include their full name and unit number on the envelope. This will ensure that we will be able to get the letter to them quickly and easily. Scout leaders may check for mail in the mailboxes in the Administration Building. When sending mail to Camp McKee, please use the following format and address:

Scout/Leader's Name
Unit number
Outdoor Education Center
8695 Levee Rd
Jeffersonville, KY 40337

You may also e-mail your Scout at camp by emailing your troop (Example: troop999@campmckee.org)

If you are an out of council unit please add your council initials after the troop number (Example: Troop 999 from Dan Beard Council – troop999DB@campmckee.org)

PLEASE NOTE: Put the Scout's first name ONLY in the subject line of the email. DO NOT use last names in the subject line. The Scout's full name may be mentioned in the body of the letter.

E-mail addresses will be activated the Wednesday before arrival at camp and will be deactivated on Sunday when the troop leaves. E-mails will be printed out and placed in the troop mailbox at the Administration Building.