

Mackinac Island Scout Service Camp 2020 Manual

for the Scouts and Parents of

Mackinac Island Honor Troop 168

July 25 to August 1, 2020



WELCOME!

Congratulations on being selected as a member of the Mackinac Island Honor Troop 168 and to serve as a Governor's Honor Guard and Fort Mackinac Guide at this year's Mackinac Island Scout Service Camp. Your selection is an extraordinary honor and your service will be a unique experience in your Scouting life. Your service is an opportunity that few Scouts will ever experience.

Located in the Mackinac Straights, Mackinac Island holds a unique historic importance in Michigan's history. It is an international tourist attraction visited by as many as 15,000 people per day during the peak tourist months of July and August. Although your first and most important task will be performing your Scout service duties, there will be ample opportunities to work on merit badges and for recreation - exploring, hiking, biking, sports, and just plain relaxing. This is a time to make new friends and to interact with people from other states and even nations.

Enjoy your duty week on Mackinac Island!

ADULT LEADERSHIP

MIHT 168 is a Scout run organization. However, the Troop's Adult Leadership provides advice and direction to the Scout Leadership, when necessary. Please refer all questions not found in this manual to: Kirk Seibert, Scoutmaster, at kandjseibert@att.net or 810-765-2892. For this year's duty week, the Adult Leadership will consist of the following individuals:

Kirk Seibert	Scoutmaster
Thomas Philp	Assistant Scoutmaster
Chip Fitzgerald, ASM	Kitchen Chef
Clyde Carrier, ASM	Sports, Games, and Recreation Coordinator
Rollin Stocker, ASM	Transportation and Photography Coordinator
Matt Hoxie, ASM	Sous-chef and Dining Room Coordinator
Jerry Matese, ASM	Medical and Safety Officer, Laundry
Rob Rutkofske, ASM	Service Project Coordinator, Merit Badge Counselor
Ken Fountain, ASM	Sous-chef, Merit Badge Counselor

A Scout Coordinator, employed by the State of Michigan, is the liaison between the Troop and the Mackinac Island State Park.

SCOUT LEADERSHIP

MIHT 168's Scout Leadership consists of 1 Senior Patrol Leader, 2 Assistant Senior Patrol Leaders, 7 Patrol leaders and 7 Assistant Patrol Leaders. All Scouts who desire to hold a Scout Leadership position are selected through an interview process conducted by the Troop's Adult Leadership. The Scout Leadership will be selected and announced at the Troop's first Troop meeting in January. Upon selection of the Scout Leadership, the remaining Scouts will be formed into patrols. Scouts who are brothers or relatives of one another shall not be members of the same patrol. New Scouts are divided up as much as possible among the Patrols.

SCOUT ELIGIBILITY

All Scouts are selected for membership in MIHT 168 by the Troop's Adult Leadership through an interview process. Selection for membership may be based on, but not limited to, a Scout's personal character, personal life experiences, scouting skills, scouting experience, attitude, and potential leadership qualities. Each Scout shall have attained the rank of First Class in their home Troop prior to the first day of June in the year they plan on attending the Mackinac Island Scout Service Camp.

CODE OF CONDUCT

All Scouts and a parent/guardian are required to read, comprehend, and sign the Troop's Statement of Understanding and Code of Conduct documents. These important documents describe (1) the conditions for membership in Troop 168, (2) the Troop's Scout behavior expectations, and (3) the Troop's Scout discipline policy. The Statement of Understanding and Code of Conduct documents must be signed and returned to the Troop no later than the Troop's February meeting.

TROOP MEETINGS

MIHT 168 typically holds one meeting per month over the winter/spring period of January through June. Attendance at each meeting is mandatory in so each Scout can (1) attain the required training, (2) get to know the other Scouts and leaders in their patrol and, (3) learn to work together as team.

PANCAKE BREAKFAST/BAKE SALE FUNDRAISER

Typically, the last Sunday of April is the Troop's annual Pancake Breakfast and Bake Sale fundraiser. Scout attendance is mandatory to work on one of two shifts, 6 a.m. - 10 a.m. and 10 a.m. to 3 p.m. All Scouts are required to sell at least 10 tickets and bring a bake good to sell at the Bake Sale.

REQUIRED UNIFORMS AND GEAR

The following is a check list of MIHT 168's Class "A" BSA uniform requirements, minimum required personal gear, and other optional gear for your duty week on Mackinac Island. This list is not all inclusive; you may have other items that you might wish to bring.

Important! All clothing and personal belongings must be marked with the Scout's initials using a permanent marker or tag in an inconspicuous place.

Uniform (The formal Class "A" uniform as introduced by BSA in August 2008)

- (1) Official BSA webbed belt and Buckle
- (2) Pair Official BSA combination shorts/pants
- (2) Pair Official BSA short sleeve uniform shirts (Complete with proper insignia.)
 - Your home Troop position patch must be removed from the left sleeve
 - Your council patch may be either your home Troop's patch or MIHT 168's patch
 - Your Troop number patch may be either your home Troop's numerals or MIHT 168's numeral patch
 - Your patrol patch may remain your home troop patrol
- (1) Pair Official BSA green epaulets
- (2) Pair Official BSA green over-the-calf length socks
- (2) Pair Official BSA short sleeve uniform shirts (Complete with proper insignia.)
- (1) Official MIHT 168 hat (provided free only to new Scouts in Mackinaw City)
- (1) Official MIHT neckerchief (provided free to all Scouts annually in Mackinaw City)
- (2) Official BSA uniform neckerchief slides (1 must be in your pocket upon arrival to Mackinaw City)
- (1) Official MIHT name tag (provided free to all Scouts annually in Mackinaw City)
- (1) Official Scout Service Camp patch and holder (free to all Scouts, provided in Mackinaw City)
- (1) Pair of comfortable soft soled dark brown leather deck-type shoes (No white soles!)
- (2) Clear plastic ponchos. (one must be in your pocket upon arrival to Mackinaw City)
- (1) Plain Official BSA red Jacket (no insignia or names) (ordering instructions will be provided)

Personal Gear

- Wrist watch or pocket watch. (You MUST be able to know the time.)
- Sweatshirt, Sweater, or Warm Jacket
- Extra underwear
- Extra socks
- Athletic shoes and/or Hiking shoes
- Soap (in a container) Shampoo, Deodorant
- Comb/Brush, Toothbrush and Toothpaste

- Towel and Washcloth
- Sleeping Bag or Sheets and Blankets
- Pillow
- Flashlight
- Scout Handbook, Merit Badge Books
- Pen/pencil and paper for merit badge work, stamps for letters
- Old Work Clothes
 - Old work clothes are necessary for use on service work assignments.
 - Notice! Service work assignments often involve painting, staining, bleaching, or other such materials that may permanently stain clothing.
- Bike helmet for bike night - MANDATORY!
 - Scouts participating in Bike Night must bring a helmet!
 - Absolutely no bikes shall be brought from home!
- Medications (See Medical Forms and Medication Section)

Optional Gear

- **NO CELL PHONES! (OR ANY ELECTRONIC DEVICE THAT CAN CONNECT TO THE INTERNET)**
- Camera (No cell phone cameras!)
- Baseball Glove
- Books
- Musical Instruments - Bugle, trumpet, cornet, drum and sticks
- Pocket Money - \$50.00 to \$75.00 is recommended
 - About \$5.00 to 10.00 dollars should be held in reserve for lunch on the return trip to home
 - Optional bike night bike rental is typically \$7.00 to \$10.00
 - Optional leader gift donation of \$5.00 is customary

Cell Phones: Cell phones or internet connected devices are **strictly forbidden** from use or being in your possession while on Mackinac Island. Possession or use may result in immediate expulsion from the Troop. All cell phones will be collected at orientation upon arrival to Mackinac Island.

Uniforms: Proper and correct uniforms are essential due to the large number of visitors with whom the Scouts will come in contact. All Scouts shall dress alike while in uniform on Mackinac Island. The uniform of the day will be announced at reveille - long pants or short pants, jacket or no jacket, ponchos or no ponchos. The SPL's uniform decision will be based on the weather forecast. Unlike uniforms of the day are forbidden. For example, if one Scout does not have a jacket, the Troop does not wear jackets. Visits to the village, the Fort, the Grand Hotel, and Colors or other formal duties must be in full Class A uniforms. Every effort should be made to keep uniforms clean and neat. Laundry will be done daily as described in further detail below. Uniforms will NOT be worn while bicycling, hiking or at recreation on the barracks grounds, Scouts may be in casual but presentable attire. Work clothes shall be worn on all work assignments.

The uniform does not include tennis shoes or hiking boots, large combs, knives, sunglasses, cell phones, carabineers and any other non-Scout items that do not lend themselves to the uniform. Each Scout will be issued an official name tag, worn over the right pocket.

Footlockers: MIHT 168 does not require Scouts to purchase specific footlockers or totes to travel with the troop. However, the Troop highly recommends that each Scout pack their personal gear into a footlocker

or a heavy-duty tote. Moving and transporting personal gear to and from Mackinac Island is complex process that requires a lot of handling. Experience has taught the Troop that footlockers or heavy-duty totes work the best for transportation of Scout gear. Scouts in previous years have used suitcases, backpacks, and duffle bags however, they do not stack as well on the ferry carts and on the horse drawn drays. Oftentimes, Scout gear can shift during handling if not packed in footlockers or totes. Garbage bags are strictly prohibited for packing personal gear – don't do it! It's important to understand that a Scout will not see his personal gear between the time it is loaded on the ferry carts in Mackinaw City and when it arrives on the horse drawn drays, several hours later, at the Scout Barracks on Mackinac Island.

Note that heavy-duty plastic footlockers can be purchased for less than \$50 at a variety of different places including Amazon and Walmart. If a Scout is planning on participating with the Mackinac troop for several years, a footlocker is definitely a good investment.

ANNUAL HEALTH PHYSICALS AND MEDICATIONS

Annual health physicals are required for each Scout – no exceptions. The Annual BSA Health and Medical Record must be completed, signed by a licensed physician, and submitted to the Troop 168 on or before the last Troop meeting or delivered in person to the Troop's Medical Officer on Mackinaw City. No Scout will be permitted participate with the Troop on Mackinac Island without a current and properly completed health and medical record.

Medications are to be contained in a re-sealable plastic bag identified with the Scout's name. An itemized list of the Scout's current authorized medications and dosing instructions must be included in the plastic bag. Scouts must be mature enough and responsible enough for their own administration and their own dosing of medications. The Troop's Medical Officer shall only be responsible for securing and logging medications taken by the Scout, as authorized by the Scout's parent/custodial guardian or physician. Please advise the Troop's Medical Officer of any Scout with special medications, food/severe allergies, or medical issues. Insulin dependent Scouts are recommended to bring an extra vial of insulin. All medications (except EpiPen's, rescue inhalers, or other on-person emergency medications) shall be surrendered to the Troop's medical officer upon the Scout's arrival in Mackinaw City. All medications taken by a Scout shall be noted in the Troop's medication log book by the Medical officer or by an adult leader in the absence of the Medical Officer.

HEALTH, SAFETY, AND HYGIENE

A Troop Medical Officer will be available during the Troops duty week to attend to medical, first aid, and other health concerns. Two adult leaders will always be on duty at the Scout Barracks. All injuries and illnesses, regardless of severity, shall be immediately reported to the Medical Officer or to any adult leader. The injury or illness shall be noted in the Troop's medical log book.

Medical injuries or illnesses beyond a first-aid level will be referred to the physician at the Mackinac Island Medical Center, phone (906) 847-3582. In an emergency, the Mackinac Island Police Department, phone (906) 847-3344, will provide an ambulance upon request.

Due to the presence of horses (and their droppings) and due to large numbers of people who visit Mackinac Island, good health and good hygiene are extremely important in order to prevent illness while attending the Scout Service Camp. It is critically important that all Scouts always keep their hands clean. All Scouts must wash their hands when returning to the barracks, after using the bathroom, prior to eating meals, and prior to entering the barracks kitchen area.

All Scouts must shower daily and have their clothes washed daily by the Troop's laundry service. Cleanliness and a neat appearance while on duty are mandatory and will be evaluated by the Scout Coordinator. Unclean and smelly Scouts do not leave a good impression with the State Park Staff, Island residents, and visitors.

SCOUT BARRACKS

The Mackinac Island Scout Service Camp's quarters consist of a barracks built specifically for Scout occupancy. The barracks include a Scout dormitory, Adult Leadership room, kitchen, dining hall, lavatory, showers, Scout Coordinators room, and an infirmary (first aid room). The dormitory is limited to 56 Scouts and the Adult Leadership room is limited to 8 adults. The Scout barracks is not a co-ed facility.

Dormitory bunk beds are supplied with a mattress. Each Scout has the option of using bedding such as sleeping bag or sheets and blankets.

One or more fire drills at the barracks will be conducted during the Troop's duty week.

The barracks is owned and operated by the State of Michigan. The barracks has been provided exclusively for Scout use. It is your home, while in residence, and should be respected as such. Attention must be given to the following:

- Ample closet space and equipment is available for the storage of clothing. Therefore, the walls must not be defaced with nails, screws, hooks, or shelves. No writing should be scratched or carved into the building, tables, trees, etc.
- Prior to departure, the Troop must place the entire barracks, equipment, and grounds in 100% inspection condition. Inspection and approval for departure will be given by the Scout Coordinator. It is MIHT 168's tradition to always leave the barracks, equipment, and grounds in a better condition than how it was found upon arrival.
- Damaged equipment or defective condition of facilities should be reported to the Adult Leadership who will report it to the Scout Coordinator.
- Damage to the barracks or equipment will be charged to the occupying Troop at actual cost or at a sum estimated by the Scout Coordinator.
- A moderate noise level will be tolerated. Note that the barracks is near the residences of State Park employees, Commissioners, Michigan State Police officers, and the Governor of Michigan.
- Quiet hours begin at 10 p.m. and continue until 7:30 a.m. QUIET MUST BE OBSERVED AT ALL TIMES BETWEEN THESE HOURS.

CONTACT INFORMATION

The telephone number at the **Scout Barracks is 906-847-6166. Kirk Seibert's cell phone number is (810) 765-2892.** To send a letter to a Scout please use the following address: Scout's name, C/O MIHT 168, Scout Barracks, P.O. Box 502, Mackinac Island, MI 49757

VISITORS

Scouts may have visitors for periods not to exceed two hours. Please advise your visitors to use Fort Street or Turkey Hill Rd. to bypass Fort Mackinac. Scouts are required to fulfill their obligation for Honor Guard duty, Fort Guide duty, Kitchen Patrol duty, and service projects as scheduled. Scouts may have visitors during their off hours. All Scout visitors are welcome to join the Troop for lunch on any day. Dinner meals are limited to Scouts only except for the Thursday evening meal where Scouts will eat first, and visitors are welcome to leftovers – if any.

WASTE AND RECYCLABLES

All barracks waste is classified into three categories on Mackinac Island – Compost, Landfill, and Recyclable. All waste must be separated into one of the three waste categories and placed in separate containers as detailed below:

- Compost - consists of all food, paper, and other biodegradable materials.
- Landfill - consists of any other waste that is non-recyclable.
- Recyclables - include; clean glass containers, aluminum and steel cans or foil, plastic #1 & #2, Styrofoam #6, and newsprint.
 - Recyclables shall be placed in the appropriate bins behind the barracks.
 - Corrugated cardboard boxes shall be broken down and stacked neatly behind the recycling bins.
 - Batteries are to be collected and turned into the Field Office. Look for the battery box on the fireplace mantle in the dining hall for disposal.

Trash in the Fort shall be collected by the Scouts on Sunday, Tuesday and Thursday. Check the posted Daily Assignments sheet for patrol assigned to the duty. The first guide duty shift on each day will be responsible for trash pickup in Marquette Park.

LAUNDRY SERVICE

The Troop provides a free laundry service so that all clothing, including Scout uniforms, will be neat and clean for honor guard duty and guide duty. All Scouts must have their dirty clothing and uniforms washed daily. All clothing and uniforms must be marked with the Scout's initials using a permanent marker or other marking device in an inconspicuous place, so clean laundry can be identified by its proper owner. It is highly recommended that safety pins be used to keep socks together while being laundered. All dirty laundry shall be placed into laundry baskets prior to a designated time each day. Clean laundry will be returned with uniforms hung on hangers on other items will be spread out on a table in the barracks dormitory. Each Scout is responsible for retrieving their clean laundry from the table.

MEALS

MIHT 168 prepares top quality meals which are the best among all other Troops that participate with the Mackinac Island Scout Service Camp. Breakfasts include eggs, bacon, toast, sausage, pancakes, French toast, breakfast bakes and casseroles, cereals, fruits, and several types of juices. Lunches include deli sandwiches, grilled cheese, hamburgers, hotdogs, soup, and salad. Dinners include grilled brats, grilled chicken, roast beef, steak, tacos and burritos, lasagna, pizza, stuffing, mashed and baked potatoes, tater tots, potato chips, nacho chips, vegetables, fruit, salad blend, taco salad, pudding, and cake.

All Scout visitors are welcome to join the Troop for lunch on any day. Dinner meals are limited to Scouts only except for the Thursday evening meal where Scouts will eat first, and visitors are welcome to leftovers – if any.

Please notify the Troop's Medical Officer regarding any food allergies or food sensitivities.

All meals shall be eaten in the Barracks dining room or on the outdoor picnic tables. No food is allowed in the barracks dormitory. Scouts are responsible for cleaning up after themselves and bussing their own dishes, cups and silverware. All dirty dishes shall be emptied of any remaining food, sorted, and placed into the gray plastic tubs for cleaning by the kitchen patrol.

SPORTS, RECREATION, AND EVENING PROGRAMS

Each Scout will have plenty of time to recreate and enjoy special activities during their duty week on the Island. The troop offers organized games and competitions including softball, volleyball, washer toss, horseshoes, euchre, chess, and checkers. The dining hall may be used for board games, reading, or other activities during inclement weather. All outdoor games must be finished by 9 pm since the residences of the Governor, Commissioners, and State Police are nearby. The winning team or Scout of an organized game typically awarded a brick of fudge. Special evening programs include a bike night, campfire night (songs, skits, and flag retirements), and an evening at Inspiration Point.

While not on duty, all Scouts are free to explore Mackinac Island's many points of interest, hiking trails, downtown shopping, restaurants, and the Grand Hotel. Keep in mind all Scouts must sign-out prior to leaving the barracks and must practice the buddy system while exploring the Island. Scouts must be in full uniform when exploring downtown, the Grand Hotel, and Surry Hill. A maximum of 4 Scouts are allowed in any shop or restaurant at any one time. All Scout must remove their hats prior to entering a shop or restaurant. No Scouts are allowed downtown without an adult after 6:00 p.m. Below is a list of daily activity suggestions:

GRAND BUFFET: The Grand Hotel offers scouts to attend the Grand Buffet lunch at a reduced rate. You must be off duty to attend and attendance must be in full Class A uniform.

DOWNTOWN: Visits to the downtown village are open to Scouts in groups of two or more.

CHURCH SERVICES: Catholic Masses are Saturday evening 5:30 p.m., and Sunday 9 and 11 a.m. Weekday Mass is at 11 a.m. Protestant services are at 7:30 a.m., 10:30 a.m. and 8 p.m. on Sunday. Scouts always attend Church services in uniform. The Troop typically holds a non-denominational service on Sunday.

VISITING THE FORT: All Scouts are strongly encouraged to visit the Fort during their free time. They are to be in full Class A uniform to gain free admission. This is a very good opportunity to learn more about the Fort and its history. Visitors will be required to purchase a ticket to enter the fort. Scouts who are off-duty shall not fraternize with the Scouts who are on guide duty. Off-duty (out of uniform) Scout traffic in or through the Fort is not permitted. Access between the Scout barracks and downtown shall be by way of roads west of the Fort. DO NOT cut through the Fort or climb up the bluffs.

FORT MACKINAC TEA ROOM: Tea Room hours are from 11 a.m. to 6 p.m. Visitors must pay the Fort Mackinac fee to go to the Tea Room. Only employees may use the wooden staircase at the foot of the Fort Ramp to enter the Fort or Tea Room. Scouts receive a 10% discount on menu items after 2 pm. Because the Tea Room is generally crowded during lunch hours, Scouts are not permitted in the Tea Room between the hours of 11 am and 2 pm unless accompanied by parent or an adult leader.

FORT SUTLER STORE: Scouts and leaders attending the camp will receive a 10% discount on items purchased in the Sutler Store, located off the front porch of the Soldiers' Barracks.

BUTTERFLY HOUSES: These are located on McGulpin Street behind St Anne's and on Carriage Road at Surrey Hill. Both Butterfly Houses offer free admission to Scouts and a staggering array of rare and beautiful butterflies.

CARRIAGE MUSEUM: Located on Carriage Road at Surrey Hill is a carriage museum showing many types of carriages used on Mackinac Island over the years. Smaller versions of the downtown village shops are located in the museum building. They also have food and beverage kiosks and several clothing and gift shops.

MISSION POINT TOWER MUSEUM: Straits area heritage. Native American history, maritime shipping history, shipwrecks, building the mighty Mac, lighthouses. Each level holds something different and at the top is a spectacular view of the straits.

CARRIAGE TOURS: Scouts receive a discount on the carriage tours. This tour lasts about 2 hours. It is very informative and goes past the historic downtown buildings, up Cadotte past the Grand Hotel to the Surrey Hill Carriage Museum. From there it winds into the woods past the cemeteries and out to Arch Rock. It returns by way of Huron Rd past the barracks to the Fort and then past the Governor's summer residence and back downtown via M185 along the boardwalk.

HIKING: All Scouts are encouraged to explore the many hiking trails and the points of interest that those trails lead to including, Fort Holmes, Arch Rock, Sugar Loaf Rock, Skull Cave, British Landing, Crack-in-the-Island, and Surry Hill. Please limit your hike to two hours maximum. Longer hikes of larger groups may be coordinated with an adult.

MERIT BADGES

While the primary Scout focus is service while on Mackinac Island, the Adult Leadership and volunteer parents may offer Scouts opportunities to earn merit badges. The types of merit badges can vary from year to year depending on the makeup of the Adult Leadership and parent volunteers. Each day, merit badge contact information will be written on the Scout barracks whiteboard the merit badges being offered. Note that a Scout is responsible for taking the initiative to contact the counselor and work on the merit badge(s) in their available time. Some merit badges require pre-work or contact with the counselor before leaving for Mackinac Island. It is recommended that the Scout print out the applicable merit badge worksheets from the following link for the merit badge before arriving on the Island and complete any pre-requisites or written work.

http://meritbadge.org/wiki/index.php/Merit_Badge_Worksheets

Typical merit badge opportunities may include Wood Carving, Citizenship in the World, Nation, or Community, Cooking, Model Design, Weather, American Labor, Aviation, Communications, American Heritage, Scouting Heritage, Electricity, American Labor, Auto Maintenance, Family Life, Safety, Pets, Collecting, Personal Fitness, Sports, Hiking, American Heritage, Athletics, American Heritage, Collections, Genealogy, Chess, and Island Music Appreciation. Specific merit badge counselor information is typically made available at a March Troop meeting.

TROOP EVALUATION

MIHT 168's opportunity to participate with the Mackinac Island Scout Service Camp is an extraordinary honor and the Troop's ability to return in the following year is highly competitive and is based on the Troop's evaluation and final score. As such, all aspects of the Troop's performance will be evaluated and scored by the Scout Coordinator at midweek and upon the Troop's departure from Mackinac Island. The Troop will be evaluated on its (1) Leadership; (2) execution of honor guard (flag) duties; (3) execution of guide duties; (4) timeliness; (5) marching; (6) Scout behavior; (7) Troop programs/activities; (8) food preparation/menu; (9) cleanliness of barracks and grounds and; (10) neatness/cleanliness/friendliness of all Scouts. The Troop's final evaluation score becomes part of the Park's permanent records and is used to help select troops for future service at the camp. The total score from the evaluation is also used to assign the week of attendance for the next year.

TRANSPORTATION

MIHT 168 does not provide transportation to or from Mackinaw City. The Scout's parent or guardian is responsible for providing or arranging for their Scout's transportation. The Troop typically organizes parent/guardian carpooling on a volunteer basis. Typically, the Troop will need 15-20 drivers for the trip to and from Mackinac City. The Troop does not reimburse for fuel. All Scouts must declare their transportation arrangements to and from Mackinac City to the Troop's transportation coordinator including the Scout's parent or guardian's availability to provide carpooling. The Troop will provide all Scouts with ferry transportation between Mackinaw City and Mackinac Island.

TRAVEL - DAY OF ARRIVAL

Below are important details for traveling to and arriving in Mackinac City:

- If you are leaving with the Troop from Marysville, plan to meet at Gaws Gourmet Foods located behind 1305 Gratiot Blvd, Marysville, MI 48040 (across the street from Thuet Building Products) no later than 4:00 am to get your gear loaded into the Troop's cargo trailer. The Troop will be departing Marysville promptly at 5:00 am.
- The Troop will stop for a quick breakfast at the West Branch McDonalds. Bring your own money.
- The Troop will meet in Mackinaw City around 10:00-10:30 at the Star Line Dock located on 801 S. Huron Ave in Mackinaw City. Note that the meeting location sometimes varies from year to year and specific meeting instructions will be communicated to the Troop prior to the Troop's day of arrival in Mackinaw City.
- Bring a lunch with you, or have money to buy a lunch, in Mackinaw City. The Troop will not be eating again until 7:00 pm in the evening.
- Upon the Troops arrival at the Star Line dock, all the Troop's gear will be loaded on to ferry carts.
- The Troop will then (1) form into patrols where attendance will be taken, (2) outstanding medical forms and medications (in re-sealable bags) will be collected by the Medical Officer, (3) new Scouts will receive their MIHT 168 hats, and (4) all scouts will receive their name tag, neckerchief, and Mackinac patch and patch holder.
 - Remember! Have your neckerchief slide in your pocket when you arrive to Mackinaw City. Do not put your neckerchief slide in your luggage! You will not be able to retrieve it once your luggage is loaded into the Troop's trailer and placed onto the ferry carts. Keep an extra slide in your pocket just in case you lose yours.
 - Remember! Have your poncho in your pocket just in case it's raining.
- Ferries will be running every 15-30 minutes on the morning the Troop arrives in Mackinaw City. Depending on the timing of the departing Troop from Mackinac Island, MIHT 168 will LIKELY take the 12:00 noon Star Line ferry from Mackinaw City to Mackinac Island.

- Prior to 12:00 noon, the Troop will march to the ferry boat and embark in formation for departure Mackinac Island. Once onboard, all Scouts should familiarize themselves with the location of the vessel's life jackets, life boats, fire extinguishers, and emergency exits.
- The ferry ride to Mackinac Island is typically 20 to 30 minutes. During transit across the Straights, all Scouts should remain as a group and sit in the available seats.
- Upon arrival and docking on Mackinac Island, the Troop will disembark the ferry in formation, meet up with the Scout Coordinator at the dock, and march to the Scout Barracks via Market Street, Fort Street hill, and Huron Street. Upon arrival at the Scout barracks, the Scout Coordinator will conduct a comprehensive orientation session. Following orientation, the Scouts will retrieve their gear and move into the barracks dormitory.

TRAVEL - DAY OF DEPARTURE

Below are important details for Departing Mackinac Island:

- On the day of departure from Mackinac Island, the Scouts awaken at 6:00 am, move their gear out of the barracks, and have a light breakfast.
- Horse drawn drays will arrive to the Scout barracks at 7:00 am when all Scout gear will be loaded onto the drays.
- All Scouts will then engage themselves in final cleaning of the barracks and policing the surrounding grounds.
- Upon final inspection of the barracks and dismissal by the Scout Coordinator, the Troop will march down to the dock and embark the ferry for Mackinaw City in formation sometime between 10:00 am and 12:00 noon.
- When the ferry arrives in Mackinaw City, the Troop will disembark in formation march to a designated meeting area determined by the ferry staff.
- The Troop will form into patrols, whereby the Senior Patrol Leader will announce the Troop's final evaluation score. The Medical Officer will then return all medications and distribute each Scout's medical form. The Troop Transportation Coordinator will then assign each Scout individually to a prearranged adult driver for the trip home.
- Each Scout will load their gear into the vehicle transporting them for the trip home.

MARCHING

Special care must be taken when marching around horses. When a horse, buggy, carriage, or dray is approaching a marching column, the column must IMMEDIATELY STOP, all Scouts shall look away from the horse(s) and allow the horse(s) the right-of-way. Nothing good ever comes from a run-away horse so always plan an early departure to anticipate delays due to horse traffic.

HONOR GUARD (FLAG) DUTY

Flag ceremonies are the most colorful part of all the Scouts' duties on Mackinac Island. The Scouts are expected to perform a formal and well-orchestrated process of raising and lowering the flags for the Island visitors throughout the week. The first and last flag ceremonies of the day are always at the Scout Barracks for reveille and taps.

Scout Flag Commanders are responsible for the flag stations located at the SCOUT BARRACKS, POST CEMETERY, FORT HOLMES, DOWNTOWN VILLAGE (Biddle House, Beaumont Museum, Mackinac Art Museum, Governor's Residence, Visitor's Center, and Harbor Signal Flags), and FORT MACKINAC (Fort Main, Avenue of Flags, South Sally Ramp).

There are three types of flags that may be flown on the Fort main flag pole including:

- FORT GARRISON: A 20' by 36' American flag to be flown only in excellent weather on days with light winds. When raising or lowering this flag, a detail of six Scouts is recommended. To fold the Garrison flag, a detail of at least 24 Scouts will be necessary.
- POST FLAG: A 10' by 15' American flag to be flown on normal weather days - winds above moderate and no rain. A detail of 4 Scouts is recommended
- FORT STORM FLAG: A 4' by 8' American flag flown on rainy or foul weather days. A 2 Scout detail is recommended.

All flags shall be flown from 9:30 am to 5 pm. This includes storm conditions. If the weather changes during the course of the day, the Fort main flag should be changed to suit the weather conditions. The decision is made by the Scout Coordinator.

It is critically important for visitor enjoyment and Troop evaluation purposes that all Scouts be able to raise and lower flags at an orchestrated speed and in unison with other flags. Proper raising and lowering of the flags will be the most difficult and the most important duty to master.

FORT AND DOWNTOWN GUIDE DUTY

Scouts serving as guides will have the unique opportunity to meet visitors from throughout the United States and the world. Mackinac Island is one of the most visited spots in America. This fact requires each Scout to have a keen focus on their appearance, conduct and performance of duty.

Daily guide duty includes duty stations inside Fort Mackinac and in the Downtown village. These duty stations include:

- Fort Mackinac Duty Stations - South Sally Ramp, South Sally Port, Upper Gun Platform, Kid's Quarters, Parade Ground West, North Sally Port, Avenue of Flags.
- Downtown Village Duty Stations – Biddle House, McGulpin House, American Fur Co./Beaumont Hospital, Mackinac Art Museum at the Indian Dormitory, and Governor's residence (Wednesday's only).

Guide duty hours begin on Sunday and are from 9:45 am to 4:30 pm. The Troop follows a shift system using 7 patrols to perform all necessary guide duties throughout the week.

Formal training and guidebooks describing the attractions and history of the Fort and Island will be provided separately for each Scout. Please understand that EACH SCOUT MUST BE WELL VERSED WITH THE ATTRACTIONS AND HISTORY OF THE FORT. All Scouts shall be prepared to staff any duty station at any time.

The Troop duty roster will be posted on the barracks bulletin board. Only the Scoutmaster is authorized to change to the duty roster. All Scout guides shall be in complete uniform and have the clipboard for his post with Fort and Island information. Scout guides will move to and from guide duty in marching formation led by a Patrol Leader, APL or ASPL. Many visitors watch this "changing of the guard". Fort guides will march from the barracks through the Avenue of Flags entrance, down the stairs and across the parade grounds, left at stone barracks to South Sally Port. Follow the same route exiting. Do not march across the porch in front of the Suttler's store.

Arrive at your guide duty station 10 minutes early! Introduce yourself to the house interpreter(s), if available. Ask the interpreter(s) what activities will be happening during your shift so you can describe

them to the visitors. Also ask if there are any special instructions for performing your duties during your shift. Look through the building to learn more about it so you can be helpful and informative to the visitors.

Scouts shall always be “Helpful, Friendly, Courteous, Kind, and Cheerful” when greeting visitors. You must make the most of this opportunity and be ambassadors of Scouting all visitors and Park Staff. Service to the visitors is your first priority. There will never be a better opportunity to “Live the Scout Oath and Law”.

Below are basic requirements for guide duty:

- Stand at ease, keep your head upright, and smile, smile, smile!
- Say “welcome” or “hello” with a smile when greeting a visitor.
- Leaning, fidgeting or sitting are not allowed. Your shifts are not long, you will be relieved periodically.
- Tips should be declined with polite appreciation.
- Inform your PL or APL of any hazards including but not limited to broken stairways, windows, places where people trip, exposed nails where someone could get hurt.
- Keep your general area free of litter. Scouts should always pick up litter wherever it is found.
- Direct persons needing aid to the Medical Center on Market Street in town.
- Fire extinguishers are in all buildings. Know their locations. Look behind the door or on a wall.
- Know the locations of emergency exits.
- Notify the nearest State Park employee of any emergency.
- Always stay well hydrated.
- Always use sunscreen on exposed skin.

GOVERNOR’S RESIDENCE GUIDE DUTY

The Governor's summer residence is open for tours from 9:30 to 11:30 am on Wednesday. Six Scouts will be selected by the Troop leadership to assist with the tour. They will be needed from 8:40 am until Noon or later. Other Scouts who are off duty may take the tour but must not distract the Honor Guard.

FOUL WEATHER PROCEDURE FOR GUIDE DUTY

Scouts will report to their posts as scheduled. Rain gear will be issued if necessary. During heavy rain or if lightning is present, Scouts will be instructed on where to go.

SERVICE PROJECTS

Each patrol is required to carry out at least one service project during their duty week. The Scout Coordinator will post a list of available service projects for the week. The Senior Patrol Leader will assign one service project to each patrol at Sunday morning reveille. Upon approval from the Coordinator, the Troop is encouraged to undertake additional projects of its choice. Many service projects consist of cleaning, painting, staining, weeding, and trimming work, so Scouts should come prepared with appropriate clothing, shoes and work gloves.

Enjoy your week at Mackinac Island!