



National Youth Leadership Training

2024 Welcome Packet

Welcome to NYLT!

Thank you for choosing to attend the 2024 National Youth Leadership Training conference. The staff is working very hard to prepare an exciting, fun filled week—a week packed with great information on advanced leadership skills to help you lead your unit.

This packet includes the following information that should answer many questions you might have:

- Important Course Information**
- Personal Equipment Checklist**

The last pages of the packet include forms that must be completed, signed, and returned as soon as possible. All pages are fillable PDF forms which can be completed and emailed to ThreeHarborsNYLT@gmail.com. If you are unable to submit completed forms via email, as a last resort please bring them to the Three Harbors Council Scout Service Center. These forms include:

- Course Code of Conduct and Electronics Policy**
- Course Medication Policy**
- Personal Resource Questionnaire**

Finally, all participants must complete and submit the following medical forms:

- BSA Annual Health and Medical Record** (*parts A, B, and C - dated on or after June 1, 2023*)
 - Please submit a **COPY** of the medical form, not the original. Participants will **NOT** receive their medical form back at the end of the course (Wisconsin State Law).
- BSA Routine Drug Administration Record** (if applicable)

All medical forms, and this packet as well, can be found at www.ThreeHarborsScouting.org/NYLT.

All forms must be submitted no later than May 19, 2024 at the mandatory pre-course meeting.

If you have any questions, please feel free to contact us. We look forward to seeing you in June for an exciting week of learning and practicing the skills you can use to effectively lead your unit!

Sincerely,

Billie Mojonier

Billie Mojonier Course Director
2627051521
ThreeHarborsNYLT@gmail.com



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Important Course Information

Course Dates and Locations

The following dates have been established for the 2024 NYLT course:

Pre-Course Meeting

May 19, 2024
6:00 p.m.
Milwaukee Scout Service Center
330 South 84th Street
Milwaukee, WI 53214

NYLT Course

June 15-20, 2024
12:00 p.m.
Camp Oh-Da-Ko-Ta
3363 Dyer Lake Rd.
Burlington WI 53105

Pre-Course Meeting

The meeting is required for participants and their parents. Unit leaders are welcome but not required. The meeting will feature critical information for participants attending the course. **Participants MUST ATTEND the pre-course meeting. Participants must also wear their field uniforms and submit all forms have not yet been completed.** Photos for ID badges will be taken at the pre-course meeting.

Course Arrival

Participants should plan to arrive at camp between 11:45 a.m. and Noon on Saturday, June 15, 2024. *Please do not arrive before 11:45 a.m. as the staff will still be preparing for participants.* A formal lunch will not be provided, but there will be a snack in the early afternoon. The first main meal will be dinner around 6:00 p.m.

Course Closing Activities

The course concludes on Thursday, June 20, 2024. Unit leaders and families are welcome to join the participants and staff for the closing activities, including the closing feast (one unit leader and immediate family only, please). Those wishing to attend the closing activities should plan to arrive around 3:15 p.m. The closing events will begin at 3:30 p.m. The course feast will begin just after 4:30 p.m. There is a \$5.00 fee for unit leaders and immediate family planning to attend the course feast, payable online through a separate registration or at the pre-course meeting.

Course Departure

The course ends officially after a final troop assembly with only participants and staff. Plan for departure (or pickup if parents cannot attend the closing activities) around 6:15 p.m.

Other Helpful Information

Linked Troop System

NYLT follows the BSA “linked troop” system. The course will model the required Scouts BSA linked troop structure with a troop for boys and a troop for girls, each with its own Scoutmaster, senior patrol leader, and patrols. Patrols will be led by a troop guide of the same sex. Like many linked troops under the same chartered organization, the boys’ and girls’ troops at NYLT will participate together throughout the day at assemblies, troop-level learning sessions, troop meetings, and more. Separate eating and sleeping facilities are established for each troop/patrol. Youth Protection policies are followed at all times and adults are present for supervision throughout the course.

Facebook Group

Parents and unit leaders are welcome to join the “**Three Harbors Council NYLT**” Facebook group. When requesting to join the group, please indicate the name(s) of the Scout(s) you are associated with. For safety and security, if we cannot determine that you are a parent or unit leader of a Scout at the 2024 course, you will not be accepted into the group. Before and during the course, the group will be used to relay important information about the course and what happens each day. Participants will be allowed to join the group after the course ends. Find the group at www.Facebook.com/ThreeHarborsNYLT.

Medication Policy

All medications, including over-the-counter medications, must be administered by the course medical officer. All prescription and over-the-counter medications must be turned in during the medical review at check-in. Participants with prescription medications must complete the BSA routine drug administration form. Participants will be able to carry EpiPens, emergency inhalers, etc. and other “emergency use” medications as needed. NYLT will have a small supply of certain over-the-counter medications (for headaches, insect stings, stomach issues, etc.), but parents must provide permission for the course medical officer to administer these items. All parents must complete the “Course Medication Policy” form in its entirety, even if no prescription or over-the-counter medications will be taken.

Uniforming

NYLT requires the full Scouts BSA, Venturing, or Sea Scouting field uniform, depending on the Scout’s unit type. This includes the official uniform shirt, shorts/pants/bottoms, belt, and socks. The activity uniform consists of all the above items, with the course-provided t-shirt instead of the button-down uniform shirt. **Participants without a full field uniform will not be allowed to check in on the first day of the course.** These items are the only appropriate clothing throughout the week, so please be sure to have enough shorts/pants, socks, etc. to wear clean clothing throughout the week.

All uniform parts should be official BSA items (with proper insignia), or a close replica (i.e., someone wouldn’t notice a difference when the troop is lined up together). For example, khaki/tan shorts and black or white socks are not allowed, but non-BSA olive green cargo shorts and olive green socks would probably be acceptable if the color matches BSA items fairly closely. Uniform concerns or questions about “look-alikes” should be discussed with the course director.

Emergency Contact Information

In case you need to contact your participant while he or she is at NYLT, please use the following contact information. We will relay messages as quickly as possible. (**NOTE:** These numbers are for EMERGENCY contact only.)

Billie Mojonier	262-705-1521	Course Director
Melissa Schroeder	414-292-6339	Assistant Course Director

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Personal Equipment Checklist

CLOTHING

- Official uniform for your program:
 - Uniform shirt
 - Uniform shorts/pants/bottoms (2 pr minimum)
 - Uniform socks (enough to keep feet clean and dry all week)
 - Uniform belt
- Face mask/covering (multiple)
- Sturdy outdoor shoes/boots
- Extra BSA or plain t-shirts for sleeping/campsite (1-2)
- Underwear (enough to keep clean and dry all week)
- Light jacket or hoodie (If decorated, must be Scout-appropriate)
- Raingear
- Swimsuit (Scout-appropriate length and coverage)
- Sleepwear
- Shower sandals*

SLEEPING GEAR

- Sleeping bag
- Sleeping pad
- Pillow
- Blanket*

EATING GEAR

- Utensils - knife/fork/spoon
- Reusable plate, bowl & cup

CAMPING/HIKING GEAR

- Backpack / duffel bag
- Flashlight or headlamp
- Ground cloth or tarp
- One or two-person tent
- Personal first aid kit*
- Matches in waterproof case*

TOILETRIES

- Toothbrush
- Toothpaste
- Soap/body wash
- Shampoo
- Comb/brush
- Deodorant
- Bath towels (2 recommended)
- Washcloths
- Feminine hygiene items
- Sunscreen, insect repellent, lip balm, etc. (No aerosols)

MISCELLANEOUS

- Folding/camping chair (with a back recommended)
- Pens/pencils (3)
- Small backpack/school bag for day-to-day use
- Watch (digital or analog; no smart watches)*
- Large trash bags (2 - for dirty/wet gear)*
- Pocket knife or multi-tool*
- Sewing kit, safety pins*
- Work gloves*

PROHIBITED ITEMS

- Electronics (games, tablets, cell phones, etc.)
- Food, snacks, soda
- Open-toed shoes
- Drugs, alcohol, tobacco (including vape pens, e-cigarettes, etc.)
- Fireworks or other explosives
- Clothing with inappropriate images or messages
- Pornography
- Pets
- Sheath knives

Packing Notes

Be sure to pack enough clothing (particularly underwear and socks) for the full six-day course. Also, don't forget to consider spare items for inclement weather!

All uniform parts (first four items on list) should be official BSA items (with proper insignia), or a close replica (i.e., someone generally wouldn't notice a difference when the troop is lined up together). For example, khaki/tan shorts or black/white socks would not be allowed. Uniform concerns or questions about "look-alikes" should be discussed with the course director.

Scouts will need a lighter-weight tent for the entire week, including an outpost hike where the tent will be packed up and carried to a new location for an overnight experience. Most units will allow a Scout to borrow one for NYLT. Please do not purchase a tent just for NYLT – contact the course director if you need assistance locating a tent.

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Code of Conduct and Electronics Policy

Code of Conduct

NYLT is a positive, safe, and enriching environment for all participants; therefore, the following code of conduct has been developed to offer the opportunity for leadership growth for all. **As a participant, I agree to adhere to the following established rules:**

- I will follow the Scout Oath, Scout Law, and Outdoor Code. I will remember that these are the basis for all of the following rules and should be the guide for all of my actions.
- NYLT is a *special place*. Bullying, hazing, abusive language or profanity will NOT be tolerated!
- I will attend all scheduled activities and participate as required. In consideration of other participants, I agree to follow all schedules and curfews of the NYLT course.
- I will use proper personal hygiene and will keep myself dressed neatly in the appropriate uniform at all times.
- I understand that no visitors will be allowed in camp at any time.
- I will stay out of others' campsites and other camp areas unless I am given permission to enter.
- I will always keep my campsite, tent, and personal gear neat and orderly.
- I understand that serious violations—including cheating, stealing, dishonesty, fighting, and the use of tobacco, alcohol, drugs, or fireworks—may result in dismissal from the conference. In the event of a serious rule violation, I understand that my parent/guardian of a dismissed participant will be contacted and will be responsible for taking me home.
- Vandalism will not be tolerated. I will treat all camp property and others' equipment with respect. If I damage any property owned by the camp, NYLT, or another individual, I will be responsible for repair or replacement.
- I will use matches and lighters safely and only when appropriate.
- I will follow safe knife, ax, and saw handling practices at all times.
- I will use the buddy system and follow all Youth Protection guidelines, including male/female safeguards.
- I will follow the directions of the staff and course leaders/directors as if they were my own unit leaders.

Electronics Policy

Cell phones and other electronic devices can quickly become a distraction during an NYLT course. Therefore, Three Harbors Council has established a **"no electronics"** policy at NYLT, except for those items used by staff members specifically for course operations. In addition, cell phones and other electronics are often very expensive and could suffer damage or loss.

For this reason, cell phones and other electronics are expressly prohibited at NYLT. To prevent issues, all participant electronics must be left at home for the week. If a participant's device is found, it will be confiscated and returned at the end of the course. Unauthorized use of cell phones or other electronics could be grounds for dismissal at the discretion of the course director. No refunds will be authorized for dismissals of this reason.

Policy Agreement

I have read and agree to the code of conduct above. I understand that NYLT is an outdoor leadership program which is intended for the mature and experienced Scout, Venturer, or Sea Scout, and will act and behave as such at all times.

I also understand that all electronics are prohibited, and any electronics found will be confiscated. Unauthorized use of electronics could result in disciplinary action, including dismissal from the course without refund of course fees.

Participant's Signature: _____ Date: _____

Parent/Guardian's Signature: _____ Date: _____

2024 National Youth Leadership Training Course Medication Policy

Instructions

- **ALL participants must complete and submit a signed copy of this form**, even if no medications are provided or permitted.
- All medication (prescription and over-the-counter) must be in *ORIGINAL* containers and placed in a zip-lock bag identified with the Scout's name and unit number.
- Unless specifically approved by your prescribing physician, all routine prescriptions should be continued during the NYLT course.
- Some over-the-counter medications may be available but will only be dispensed if permission is granted below.
- Any medications unclaimed at the conclusion of NYLT will be destroyed.

Name: _____

Unit Number: _____

List ALL medication allergies: _____

(NYLT STAFF USE) Patrol: _____

Campsite: _____

Prescription Medications

Will your Scout be taking any prescription medications at NYLT?

Yes

No

If "Yes," a BSA Routine Drug Administration form is required.

This form can be found on the NYLT website (www.ThreeHarborsScouting.org/NYLT).

Over-the-Counter Medications

Is your Scout permitted to request any over-the-counter medications from the medical officer at NYLT?

Yes

No

Please indicate below which over-the-counter medications, if any, may be dispensed to your Scout on an as-needed basis. Medications will be dispensed according to dosage and timing recommendations of the manufacturer. *Please note that the brand names listed below are just examples – NYLT may not carry the exact brand name listed.* **Please check any or all approved medications:**

____ Acetaminophen (Tylenol)

____ Ibuprofen (Advil)

____ Antihistamines (Benadryl)

____ Antibiotic ointment (Neosporin)

____ Anti-diarrheal (Imodium)

____ Antacids (Tums)

____ Anti-itch ointment (Cortizone-10)

____ Burn relief gel/Aloe (Solarcaine)

____ Other (please specify) _____

____ **NO OTC meds are permitted**

Parents/guardians must sign this form, even if no prescription or over-the-counter medications are permitted.

Parent/Guardian's Signature: _____

Date: _____

2024 National Youth Leadership Training Personal Resource Questionnaire

Please fill out the following questionnaire as completely and accurately as possible. Please write legibly.

Name:		Shirt size (adult sizes):						
		S	M	L	XL	2XL	3XL	4XL
Unit Type:		Unit Number:	District:			Council:		
Troop Crew Ship								
Age during course:	Sex:	School:				Grade level (2023-2024 year):		
Participant's cell phone:		Participant's email address:						
Parent/guardian cell phone:		Parent/guardian email address:						
Total years in Scouting:	Current rank:	Current leadership position in your unit:						
Previous leadership position(s) and length of term(s):								
Scouting awards received:								
Training experiences in Scouting:								
Languages spoken:								
Physical condition/limitations:								
Dietary restrictions:								
Level of camping experience (choose one):						Can you provide a tent? How big?		
<input type="checkbox"/> Will need help <input type="checkbox"/> Can support myself for the week <input type="checkbox"/> Expert						<input type="checkbox"/> No <input type="checkbox"/> Yes (# People _____)		
Why did you decide to participate in NYLT, and what do you expect to gain from it?								
<p>REQUIRED: Please submit a "head shot" photo of your Scout with this form so we can better recognize them. <i>Please send as an attachment if submitting via email, or add as an attachment to the physical packet.</i></p>								