

Welcome to Merit Badge Extravaganza!

TROOP CONTACT RESPONSIBILITIES BEFORE MBE (print or email to scouts)

- Provide Scout Schedules to Scouts
- Provide Campus Maps to Scouts
- Ensure A&B Health Form are turned in
- Inform Scouts of No Schedule Changes
- Remind Scouts to bring **5 cans** of food for Food Drive

SCOUT'S SCHEDULES:

No Troop packets will be provided. Everything has been provided online that you will need.

As Troop Contact, you are responsible for printing out / emailing your Scout's Schedules and providing them to the Scouts. Please ensure your scouts have their schedules prior to the event. Chapter 3 in the registration guide can assist you in printing them.

http://storage.alamoareabsa.org/event/docs/15547/mbu_registration_guide.pdf

HEALTH FORMS:

All scouts must complete a Health Form – Sections A&B to attend this event

http://storage.alamoareabsa.org/event/docs/15547/bsa_medical_a_and_b_form.pdf

NOTE: MBE will not be providing packets or schedules at the event. A Printing Fee will be assessed if you need us to print your troop (\$10) or scout (\$3) schedules for you at the event.

LOCATION MAPS:

Location Maps have been provided on the website so that they can be printed by your troop and scouts. Copies will not be available at MBE.

Incarinate Word - http://storage.alamoareabsa.org/event/docs/15547/uiw_campus_map.pdf

UIW Admin Center - http://storage.alamoareabsa.org/event/docs/15547/uiw_admin_center_building_map.pdf

McGimsey Scout Park - http://storage.alamoareabsa.org/event/docs/15547/mcgimsey_scout_park.pdf

SCHEDULE CHANGES:

There will be no schedule changes. Each troop has been in charge of their scout's schedules and has had the ability to adjust scout schedules until Dec. 19. Classes are packed, so if you ask you already know the answer.

EMERGENCIES / CONCERNS:

In case of emergencies or concerns, please contact John Haines @ 210-913-6022. This number is for adult use, and is not to be shared with the Scouts. You can find John Haines and other MBE Staff at Incarnate Word – Student Engagement Center. You can contact MBE administration at **210-913-6022** or **210-399-7200**.

LUNCH:

Lunch will be provided in the Scout's classroom. Scouts are discouraged from leaving the campus to eat lunch.

- If a scout chooses to leave for lunch, then he must check out at the Registration Desk on the second floor with an authorized Scout Leader, parent or guardian.
- No Scout may leave from Incarnate Word without checking out.

IMPORTANT NOTE: Leaving without signing out is grounds for expulsion from MBE with no credit given for any classes. We are responsible for scouts while they are at the event, please help us.

CLEAN UP:

When classes end at 4 p.m., each class will be responsible for helping with the cleanup. Each classroom will need to be cleaned up as it was found prior to MBE. Thank you for your help!

MBE Agenda/Schedule

7:00 am	Administration / Registration Opens.
7:45 am	Opening ceremony at Incarnate Word – Front of Admission Center (#16)
8:00 am	First period starts
11:30 am	First period ends, Start lunch.
12:25 pm	Lunch ends
12:30 pm	Second period starts
4:00 pm	Fourth period ends, start MBE clean-up activities
4:15 pm	Troops travel home.

REGISTRATION / Administration

During registration, Troop Contact (TC) will:

1. Validate the Troop's on-site adult leadership
2. Provide adult leader contact information (must have a cell phone)
3. Receive T-Shirts for Troop
4. Additional Information
 - a. Adult leader troop schedule and campus map

BSA MBE AND UNIVERSITY OF THE INCARNATE WORD POLICY

Scouts must wear the proper field uniform with appropriate badges of rank, unit identification, and neckerchief. Anything else is not acceptable.

Scouts are under the direct supervision of the Troop adult leaders. MBE staff will depend on the Troop on-site adult leadership to deal with any inappropriate behavior. Incarnate Word and McGimsey Scout Park are smoke-free zones.

If any immediate problems occur and require adult intervention, notify the MBE staff immediately. MBE staff members will patrol the buildings and areas where the scouts are attending classes. If no MBE staff member is readily visible, contact the MBE staff office via phone at 210-913-6022 or 210-399-7200.

FOOD DRIVE:

We will be conducting a food drive to help families in need. Since the Boys Scout slogan is Do a Good Turn Daily, we would like to request that each boy bring **5 dry good items** such as cans of food. This will allow our Scouts to "Do a Good Turn" to our fellow citizens of San Antonio! The food will be donated to Neighborhood Church as our way of saying "Thank You" and to help assist with their outreach program.

EVALUATION FORM:

Here is an evaluation form that you may complete to provide feedback about the event. These will be available at the event.

http://storage.alamoareabsa.org/event/docs/15547/mbe_troop_evaluation.pdf

Merit Badge Field Trips:

Scouts are responsible for their own transportation

Aviation – A3-4 (Friday – All day – 8:00pm – 4:00pm)

Date: December 30th, Tuesday

Time: 8:00 AM

Location:

Stenson Airport

Alamo Composite Squadron building

8500 Mission Road (Across the street from Stenson Airport)

Pizza will be provided for the scouts for lunch

Scouts are responsible for their own transportation