



# 2019 Scouts BSA Camp Leaders Guide



## Dear Camp Leaders,

Come join us for what is bound to be an adventure of a lifetime! Camp Napowan is in its 73<sup>rd</sup> year of operation and with that experience comes a dedicated staff, quality programming, and unparalleled customer service. Every year Camp Napowans management builds the strongest program possible and hires the most passionate staff to meet the high standards our Scouts and leaders expect. We are proud of our evaluations with leader's consistently marking their overall camp experience as 'outstanding.' Every year Napowan grows and adds new and exciting opportunities, and this year is no exception with the following improvements:

- New Eagle Oasis program area
- Enhanced CAP Bead Program for all Scouts and Scouters
- BSA Pistol and Marksmanship Program
- New Program Area- Fishing Outpost!
- Updated Older Scout Program area and activities
- Adult Scout Adventure Program

We here at Camp Napowan are committed to moving the camp in the direction of success. We intend to do this by consistently providing quality program, employing a hard working staff who have a desire to inspire the Scouts, maintaining the physical earth our camp sits on and making personal and professional relationships with every leader; the ones who make it all possible.

We are always interested in what you have to say about Napowan! If you have any questions, comments or concerns we are here to help! Do not hesitate to contact us to help you make the Summer Camp experience the best ever for your Scouts and for yourself. Thank you in advance for placing your trust in Camp Napowan. We cannot wait to see you up in beautiful Central Wisconsin this summer!

Thank you and have a great Napowan day!

Robert Lugiai  
Camp Director

Robert Galuski  
Chief of Staff

Morgan Wallace  
Program Director

Joe Stocchero  
Director of Camping Services

## 2019 Updates

Napowan 2019 is full of many changes based on the reviews and suggestions provided by our highly satisfied leaders and Scouts. We strive to push the camp in new directions to keep our competitive edge.

### Fishing Outpost

New, this year, is the Camp Napowan Fishing Area. Here we will be offering the Fishing merit badge, as done in previous years, as well as the Fly Fishing merit badge and the Fish and Wildlife Management merit badge. Scouts with a passion for fishing also have the opportunity to achieve the Complete Angler Award by completing all of the merit badges offered in this area.

### Shooting Sports

Napowan will be one of a select few Scout Camps that will provide the Pistol and Marksmanship Program. Scouts will sign up for this five day certification class teaching safety and techniques for handguns ranging in caliber from .22 to .45. Successful completion of this course will certify Scouts with the Pistol and Marksmanship Certification.

### Eagle Oasis

Expanded for the 2019 summer season will be our Eagle Oasis area. This area is targeted specifically to Scouts that need to earn requirements up to First Class. Scouts can come at any time program is operating and work on rank advancement with knowledgeable staff members. We will also be offering set times to complete certain 'camping' rank advancements. Leaders may ask whether a camp counselor's initials in the Eagle Oasis Passport are sufficient for leaders to sign off on rank advancement requirements in the Scout handbook. This is not the case! Scouts must demonstrate proficiency directly to their Troop leaders' before earning any rank advancement requirement. Napowan staff serves as able educators for many of the requirements, but the final demonstration and approval of rank advancements is the sole responsibility of the Scout and adult leader within the Troop setting.

### Adult Scout Adventure Program

This program is designed so that the leaders can go through the process of a scout experience, complete many of the tasks that a scout going from the rank of Scout through First Class will complete, fill out a merit badge card, and be held accountable to another authority (the SPL), understand the choices the scouts will have in the opportunity to choose their path while at camp, and that it is ultimately the scouts choices that define the experience.

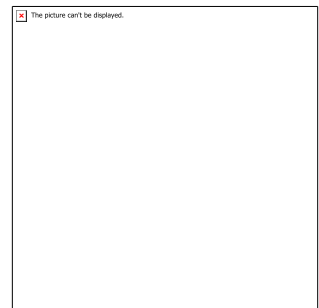
# Camp Management

**Camp Director: Rob “Raab” Lugiari-** Raab is thrilled to return to Camp Napowan as the Camp Director for the sixth summer, and his twelfth overall as a Napowan counselor. Raab began his career as a Nature Staff member and worked at several areas around camp. Raab is currently a history teacher at Naperville Central High School.



**Chief of Staff: Bobby “Toad” Galuski** – Toad is ecstatic to return to Napowan for his third year as Chief of Staff. In this role, Toad oversees many operations at camp, and tackles many long term projects. This will be Toad’s ninth year as a staff member. Toad is completing his Master’s thesis in English.

**Program Director: Steve “Morgan” Pinkowski** This will be Morgan’s first year in the role of Program Director. Morgan is enthusiastic and eager to continue the legacy of fun and dynamic program at Napowan. Morgan will be returning for his second year as a Napowan staff member. Morgan brings with him a diverse and strong Summer Camp program background, and a wealth of knowledge in ensuring a safe, fun, and successful program.



**Health Officer: Matt “Bones” Wohlgemuth-** Bones is elated to be returning for his third year as Health Officer. Bones has a diverse background in the medical field, and currently attends classes at Dominican University with a focus on his Master’s in Social Work.

**Camp Ranger: Jim Hegwood-** Jim has a long career in Scouting, working at several camps. Jim is happy to be entering his fourth year as full time Ranger, while enjoying his recent retirement from working as a local EMT. Jim and his wife Celia live and maintain Napowan year round!



## Napowan Camping Key Contacts

PTAC Camping Help Desk- [PTAC.Camping@Scouting.org](mailto:PTAC.Camping@Scouting.org) or 630-496-4260

Camp Director – Rob Lugiai– [robertlugiai@gmail.com](mailto:robertlugiai@gmail.com)

Chief of Staff- Bobby Galuski – [bob.galuski@gmail.com](mailto:bob.galuski@gmail.com)

Health Officer- Matt Wohlgemuth- [healthofficer.campnapowan@gmail.com](mailto:healthofficer.campnapowan@gmail.com)

Ranger- Jim Hegwood - [james.hegwood@scouting.org](mailto:james.hegwood@scouting.org)

Director of Camping Services – Joe Stocchero – 630-796-4246 [joseph.stocchero@scouting.org](mailto:joseph.stocchero@scouting.org)

### CONTACTING NAPOWAN DURING THE SUMMER CAMP SEASON

Camp Napowan

N4789 24<sup>th</sup> Ave

Wild Rose, WI 54984

Office – 920-622-3681

General Questions may be address to [robertlugiai@gmail.com](mailto:robertlugiai@gmail.com)

Website: [pathwaytoadventure.org/camping/napowan/](http://pathwaytoadventure.org/camping/napowan/) or [www.napowan.org](http://www.napowan.org)

Online Unit Registration: [scoutingevent.com/456-Napowan2019](http://scoutingevent.com/456-Napowan2019)

Camping Resources: [www.pathwaytoadventure.org/camping/resources](http://www.pathwaytoadventure.org/camping/resources)

[Facebook](#) : Camp Napowan

### 2019 Summer Camp Dates

Week 1: June 16-22

Week 2: June 23-June 29

Week 3: June 30– July 6

Week 4: July 7-July 13

Week 5: July 14-20

Week 6: July 21-27

Week 7: July 28- August 3

### Promotions and Marketing

Are you looking for promotional materials to show at your Troop Meeting? Maybe you're interested in a Napowan Staff Member coming to your meeting to give a presentation! All of this can be arranged! Check out our social networking sites for materials or email [PTAC.Camping@scouting.org](mailto:PTAC.Camping@scouting.org) for a Staff Member or any questions or other materials needed.

## Camp Registration

All registration for PTAC summer camps is conducted online. Deposits and payments are also handled through our online registration system.

Merit badge and high adventure activity registration can be completed online by unit leaders, or through the online “parent portal” if your unit chooses to provide parents access to activity and badge registration. Visit [www.pathwaytoadventure.org/camping/ScoutsBSA/](http://www.pathwaytoadventure.org/camping/ScoutsBSA/) for online registration information.

Merit Badge registration opens March 1. If you have any questions or problems with the registration process, please contact our Camping Department.

### Camp Fees

#### Scouts

On or before May 15<sup>th</sup>: \$325\*

After May 15<sup>th</sup>: \$350

#### Adult Leaders

On or before May 15<sup>th</sup>

Full Week: \$180

After May 15<sup>th</sup>: \$210

(One adult free for every ten youth in your campsite)

#### Adult Visitors

Per Night: \$30

#### Merit Badges

C.O.P.E.: No fee this year!

Motor boating: \$10

Horsemanship: \$70

Shotgun: \$2.50 for 5 rounds

Merit Badges that need a kit sold at camp:

Archery, Space Exploration, Leatherwork,

Basketry, Indian Lore, Metalwork,

Woodcarving (range from \$1-\$20)

\*The early bird rate will ONLY be honored if Pathway to Adventure Council RECEIVES PAYMENT ON OR BEFORE MAY 15TH so PLEASE make sure that it is turned in early.

\*New Scouts and cross-over Scouts (joined since Jan 1, 2019) will be charged \$325 until June 15, 2019

### **Refunds/Cancelations**

Individual scout/leader refunds will be issued on the following timeline:

30 or more days before event: 100%

15-29 days prior to the event: 50%

14 or less days prior to event: 0% (unless a medical excusal is provided)

Refund requests must be made in writing to [ptac.camping@scouting.org](mailto:ptac.camping@scouting.org)

### **Camp Cash**

Popcorn sales are a great opportunity for Scouts to earn money for summer camp. Camp Cash earned from popcorn sales in the 2018/2019 popcorn sale season can be used for 2019 PTAC summer camping activities. Camp Cash codes are issued to unit leaders and are specific to an individual scout. Camp Cash will be automatically applied to your camp balance once your Camp Cash code has been entered. For more information on Camp Cash, please contact the Camping Help Desk.

### **Camperships – Applications due April 1, 2019**

Pathway to Adventure Council is committed to providing opportunities for all PTAC Scouts to attend a PTAC summer camp. Through the generosity of donors, camperships are available and distributed on a financial need-basis. Please visit [www.pathwaytoadventure.com/camperships](http://www.pathwaytoadventure.com/camperships) for details and the campership application.

### **New Troop Campsite Reservations**

Camp Napowan always welcomes new units to enjoy a week of spectacular program and fun! Site Deposits of \$100 (and all summer camp payments) can be paid online through your unit's camp registration or mailed to a Pathway to Adventure Council Service Center. Once at Napowan, campsite reservations for 2020 can be made with a \$100 deposit during the financial closeout at the end of the week with the Business Manager. This deposit is non-refundable after December 31, 2019.

### **Medical Forms**

Parts A, B and C of the BSA Annual Medical Forms MUST be completed before camp and a copy for each Scout and leader MUST be turned in upon arrival at camp. \*

Parts A, B and C [http://www.scouting.org/filestore/healthsafety/pdf/680-001\\_abc.pdf](http://www.scouting.org/filestore/healthsafety/pdf/680-001_abc.pdf)

\*For more information on medical policies on camp, including the collection, storage and distribution of scout and leader medication, please refer to the "First Day on Camp" section of this leader's guide.

\*\*For the most current forms, visit the Camping Resources page at [www.pathwaytoadventure.org/camping/resources](http://www.pathwaytoadventure.org/camping/resources)

### **Dietary Restrictions**

We at Camp Napowan understand the importance of a healthy, balanced diet while on camp, as well as the growing number of dietary needs and concerns. If any leader or Scouts in your unit have any dietary restrictions, please submit a dietary request form at least three weeks prior to your stay at Napowan. The request form can be found on the Camping Resources page: [www.pathwaytoadventure.org/camping/resources](http://www.pathwaytoadventure.org/camping/resources)

## What to Bring Checklist

(Please make sure all personal items are marked with name/Troop for lost and found identification.)

### What Scouts Should Bring:

Closed Toed Shoes	Personal Hygiene Items	Merit Badge Cards
T-Shirts	Small Pillow	Insect Repellent
Underwear	Socks	Long Pants
Short Pants	Jacket	Sleeping Bag
Sleeping Bag Pad	Pajamas	Backpack
Flashlight	Pocket knife	First Aid Kit
Fishing Gear	Camera	Compass
Scout Uniform	Hat	Bath Towel
Swimming suit	Sun Screen	Sunglasses
Notebook	Pen / Pencil	

### What units should bring for their campsite:

Lantern(s)	Dutch Ovens	Tents
Dining Fly(s)	Axe yard tools	Cooking Supplies
Extra Sleeping Bags	American Flag	Unit Flag
Extra Towels		

### What Is Provided by Napowan for the Campsite:

Picnic Tables	Garbage Bags	Toilet Paper
Fire Ring	Fire Extinguisher	Rake
Shovel	Fire Buckets	Flagpole
KYBO Cleaning Supplies	KYOB / Toilet	

### Materials Should NOT be brought to Camp:

Firearms/Ammunition	Archery Equipment	Illegal Drugs
Entertainment Systems	iPod	Fireworks
Valuable Items/jewelry	Aerosol Cans	Alcohol
Inappropriate T-shirts	Firewood	Pornography
Knives w/ blades over 3.5"	Scout Cell Phones	



## First Day - Check-In Procedures

Upon arrival at Camp Napowan (no earlier than 1:00pm), head straight to the Dining Pavilion for check in. Once there, you will meet with your Staff Ambassador who will be showing your Troop around camp and a great contact to have over the week. Please have copies of your unit roster (adults and Scouts) and a list of dietary restrictions, allergies, and medical limitations. Your unit leader and SPL will go over this information with the Commissioner. You will then move on to take a swim test immediately. After this test, you will move back to your campsite. While set up occurs, each Scout AND LEADER will sit down with a staff member individually to review the medical forms and gather any important health related issue each individual could have. At the Leader/SPL meeting later that day, you will receive a packet of information, including your Troop's roster and schedule.

## First Day Itinerary

1. ARRIVE AT CAMP NAPOWAN (NO EARLIER THAN 1:00)
2. CHECK IN AT PAVILLION
3. REVIEW OF ROSTER AND DIETARY RESTRICTIONS
4. AQUATICS SWIM CHECK AND BOATING ORIENTATION
5. SHOOTING SPORTS ORIENTATION
6. CAMPSITE SET UP
7. MEDICAL REVIEW IN CAMPSITE
8. CHAPEL SERVICE @5:30 AT THE CHAPEL
9. DINNER @5:45
10. LEADER AND SPL MEETING- IMMEDIATELY AFTER DINNER
11. OPENING CAMPFIRE 8:15 IN FIREBOWL

## C.O.P.E. Sign Up

The C.O.P.E. program is a fantastic program for Scouts 13 and over. This day of program includes several fun and interactive team building exercises that are great for troop members and fellow Scouts alike. After the provided lunch, it's time to climb up the 40-foot climbing tower and on to the high ropes course and then finally down our infamous zip line! There is always a day for adult leaders to experience this program at the end of each week!

# Leaders

## **Camp Leadership**

Camp Leadership: Units must meet the following leadership requirements as established by the Boy Scouts of America.

1. At Least two BSA registered adult leaders age 21 or older must be in attendance at all times during the entire stay of a Troop camping at Napowan Adventure Base as established by the Boy Scouts of America.
2. Adult leaders must meet the medical requirements regardless of their length of stay.
3. If any emergency situation should occur requiring the adult leadership to be away from camp for some period, the Camp Director shall be notified to determine what type of alternate arrangements may be required.

## **Special Leader Program**

This summer, we will be bringing back Adult Leader Program! We will provide you with a list of requirements of leader activities to do around camp to keep you up and active throughout the week!

We also encourage parents and leaders new to Camp Napowan to participate in the Legacy of the Blue Goose Bead Program. There is also a special ceremony at the end of the week for those who have completed the requirements!

Thursday night is always a favorite for Leaders because it is the famous Leader's Dinner! That's right, we prepare a feast worthy of kings to thank you for all the hard work leaders do at camp, and every day between. All leaders are welcome!

## **Mug Club**

We encourage Troop leaders to attend Mug Club, which begins every morning at 8:45 am in the dining pavilion. Our Commissioner will lead this informal meeting, providing sports and news updates, weather forecasts, and discussing camp updates and program opportunities in more detail as they arise over the course of the week. Troop leaders can ask questions and voice compliments or concerns at this meeting. Mug Club also provides an open forum where leaders can exchange information and ideas to improve their troops. Fresh coffee and mugs are provided, of course.

## **Amenities Provided**

Camp Napowan provides all of the equipment mentioned under the "what to bring section". If something else is needed by the unit, our staff and administrators will do our best to provide physical items, staff members, help or advice to any and all situations.

### **Financial Closeout/Settlement**

On Wednesday and Thursday of your stay at Napowan, a leader is required to sit down with the Business Manager or Camp Management to have a financial closeout for your troop. We will review what your Troop has prepaid at the Council Office, any Merit Badge Fee's that were not taken care of, campsite reservations for the next season, and will then determine if there is a remainder owed by the Troop.

Many Troops will prepay for all of the Scouts and leaders (**MAKE SURE YOU GET YOUR EARLY CHECKS IN BY MAY 15th!**) and pay for any merit badge fees missed and next year's deposit at the financial closeout. The best way to pay the Scout fees is to have families pay the troop, then the troop pay online through your camp registration or by writing a troop check for all of the unit's fees. Having families pay the council directly can be hard to track on both the Troop and Camp level and thus will not be taken.

### **HERE IS WHAT YOU WILL NEED TO BRING TO YOUR FINANCIAL CLOSEOUT AT CAMP TO MAKE THINGS GO QUICKLY AND SMOOTHLY FOR EVERYONE INVOLVED:**

- Troop Roster of Scouts and Leaders who are attending camp that week
- Copy of prepayment receipts (we have records of this, but sometimes it is helpful to verify)
- List of every Adult or Leader who was at camp and for what days
- Any Campership information on any Scout receiving a Campership (see <http://pathwaytoadventure.org/camperships>)
- Troop checkbook

### **Customer Service Guarantee**

We, the staff and administration of Camp Napowan, are committed to providing our guests with only the highest level of customer service for every situation. We promise to always have a positive attitude and go above and beyond the call of duty for your unit every day. We are committed to this high standard to ensure the growth and development of the Scouts.

### **Merit Badge Cards and Online Merit Badge Reports**

Scouts are required to submit one merit badge card ('blue card') for each badge they begin at camp. Cards can be submitted to camp counselors at the beginning of instruction for the week.

Troops must provide their own merit badge cards. These cards can be purchased online at [www.scoutstuff.org](http://www.scoutstuff.org) or at your local Scout Shop, or they can be printed from a personal computer. Some Troops elect to create their own 'fill-in-the-blank' style merit badge cards that have Scout information already pre-printed in the required spaces on each card. Napowan gladly accepts these cards.

For Scouts with merit badge partials, a partial card is required for appropriate credit. In some cases, where the partial was earned during a previous summer at Napowan Adventure Base, the main office may be able to confirm the claim of an earned merit badge partial. Leaders are strongly encouraged to bring partial cards for badges that Scouts would like to finish while at Napowan, in case the main office does not have any record of previous work the Scout has completed. In the absence of any documentation regarding a merit badge partial, the Scout will be required to complete all requirements in order to earn the merit badge in question.

At the end of your stay at Napowan, your unit will be provided with a merit badge report, indicating the partial and completed merit badges earned by your scouts. This information is also accessible online (after camp ends) through your unit's camp registration, if there are future questions about earned badges or requirements.

## **Rules/Regulations/Good to Knows**

### **Arrival Time**

Units should plan to arrive between 1:00 P.M. and 2:00 P.M. on Sunday. No camp personnel will be available prior to this time. Please do not proceed to your site early. Report to the Dining Pavilion for Check-in. For special requests, please contact [PTAC.Camping@scouting.org](mailto:PTAC.Camping@scouting.org) for approval.

### **Camper Insurance**

All campers at Camp Napowan must be registered with the Boy Scouts of America. Registered members of the Pathway to Adventure Council are automatically covered by the Council Accident and Insurance Plan. Out of Council units must provide their insurance policy number to the camp upon arrival.

### **Aquatics Qualifications**

Anyone planning to use the camp aquatics facilities (including boats, kayaks and canoes) is required to take the BSA swim check test conducted by the camp staff on the first day. This policy includes all youth, adults and guests. Each person will be tested according to the standard B.S.A. requirements as outlined below. Swimmer: Swim 100 yards as follows: 75 yards using side, breast or crawl strokes and 25 yards using elementary back stroke and float for one minute. Beginner: Swim 50 feet. Learner: Anyone who cannot qualify for beginner or swimmer. Beginners and learners can ask to be retested. Instruction is offered. In all cases the aquatics staff has the right and authority to disqualify an individual from use of the waterfront facilities. This is necessary to maintain health and safety standards.

**Security of Personal Possessions:**

The security of personal possessions at camp is the responsibility of the individual. Personal possessions such as stereos, TV's, etc. have no place in camp. It is virtually impossible to provide security in camp for valuables (watches, jewelry or money). Please keep these items out of sight. Napowan cannot be responsible for the loss of personal possessions.

**Alcohol, Illegal Drugs:**

The consumption, possession or being under the influence of alcohol or illegal drugs at camp or while participating in the program of Napowan is explicitly prohibited. Where violation of this policy occurs, local, state, and federal laws will be enforced and appropriate law enforcement agencies will be notified. There is no exception to policy. **ZERO TOLERANCE IS THE POLICY**

**Discipline in Camp**

Proper behavior is the responsibility of the unit leadership. If the unit needs help, they should consult the Commissioners or the Camp Director. Vandalism or injury to others will not be tolerated. The policy of the Boy Scouts of America and Napowan is that:

No staff member, leader or other camper shall subject a Scout to punishment by depriving food, imposing isolation, verbal and mental harassment or hazing will not be tolerated, or the subjection of corporal punishment or abusive physical exercise as a means of punishment.

**Firearms and Ammunition**

NO PERSONAL FIREARMS, AMMUNITION OR ARCHERY EQUIPMENT IS ALLOWED TO BE AT CAMP. This includes, but is not limited to CAMPSITES, TRAILERS and VEHICLES located on CAMP NAPOWAN PROPERTY.

**Damage to Camp Property**

Napowan will assess the cost of repair to a unit for any equipment damaged during their stay. Fines shall be paid prior to leaving camp. Upon arrival at the campsite, adult leadership should inspect their campsite with their assigned staff member.

**Vehicles in Camp**

No vehicles will be allowed on camp roads except camp vehicles while camp is in session. It is recognized that Troops may encounter situations that dictate the need for motorized assistance. At these times a member of the staff in a camp vehicle will assist your needs to the best of our ability. Vehicles are prohibited from parking in ditches and on shoulders of all public roadways. Vehicles are prohibited from parking so as to obscure vision of traffic control signs and pedestrian traffic on driveways from public roadways. All drivers must be at least 18 years old as per BSA policy.

**The following rules will be enforced:**

1. Vehicles are not permitted in campsites or on service roads except when loading or unloading. All vehicles must be parked in designated lots while the camp is in session.
2. Troop storage trailers may be allowed, but prior approval is required. Troop trailers must be of manageable size as viewed by the Ranger.
3. Hitchhiking by Scouts or leaders is prohibited.
4. Riding in the back of open trucks, or otherwise unlawful areas is prohibited.
5. All traffic signs must be obeyed. Please drive slowly and carefully.
6. Do not block any gates, service roads or fire lanes.
7. Observe all posted handicapped and emergency vehicle reserved parking.

**Visitors**

Visitors are always welcome at Camp Napowan! Visitors must sign in at the main office upon arrival. Fees for visitors are explained in the Camp Fees section of this guide on 9. If a visitor is planning on spending the night, they MUST provide parts A&B of the BSA Medical Forms and if over the age 18, must have a Youth Protection Certification.

**Adult Leader Sign In/Out**

If a leader leaves camp at any point of the week, they must sign in and out at the main office. If a leader or visitor needs to take Scout off camp property, a form must be filled out at the office and the adult's Driver's License must be copied.

<http://www.napowan.org/wpcontent/uploads/2014/02/SCOUT-RELEASE-REQUEST.pdf>

**White Gas and Propane Devices**

White Gas and Propane Devices must be filled by adults and used under knowledgeable adult supervision. All flammable supplies in excess of immediate usage are to be stored by the Ranger.

**Fires and Open Flames**

Fires are ONLY permitted in designated fire rings provided in the campsite and program areas. Propane and white gas lanterns are only allowed 15 feet from tents.

**Closed-Toe Shoes**

Closed-toe shoes are MANDATORY at Camp. The only exception is at the beach and in the showers.

## **Medical Information and Prescription Medication**

An annual Health and Medical Record form is required for each youth and adult participant. Part C requires a medical examination having been completed within the past 12 months by a licensed physician, nurse practitioner, or physician's assistant. Upon arrival at camp, a copy of a current medical form for each youth and adult must be turned in to the medical staff. In accordance with state law, medical forms cannot be returned as they must be retained on file at the camp for two years. Units and parents are encouraged to keep copies of medical examinations. The latest form can be found at [www.scouting.org/filestore/healthsafety/pdf/680-001\\_abc.pdf](http://www.scouting.org/filestore/healthsafety/pdf/680-001_abc.pdf)

### **Medication for Scouts:**

State of Wisconsin has changed their law in regards to medication distribution at long term camps. Leaders can now store their Scout's medication at the campsite in a LOCKED CONTAINER and distribute the medications from the campsite. You will be provided with a form to fill out every time a medication is dispensed which needs to be turned in at the end of the week. If you are not comfortable with this process or have medication that needs to be kept cool, the Health Officer can still store and dispense medication from the Health Office.

### **First Aid**

The Health Officer, located in the Health Office at the front of the Camp Office can and will help with any and all medical needs both small and large.

## **Post Camp**

### **Overpayments**

If there is a prepayment that surpasses the total amount as discussed in the financial closeout during camp, your unit's online registration and payment detail will be documentation enough to process a refund after camp has closed down. Credit/refund payments will be processed after your stay at camp has ended. Refund checks will be processed back to the person who made the unit's payment originally.

### **Next Year Reservation**

Reservations for the 2020 season will be done at the end of the financial closeout. Troops that did not attend Napowan in 2019 and would like to schedule for a 2020 session, may do so online at [www.pathwaytoadventure.org/camping](http://www.pathwaytoadventure.org/camping) starting this summer.

# CAMP NAPOWAN

## Wild Rose, WI

