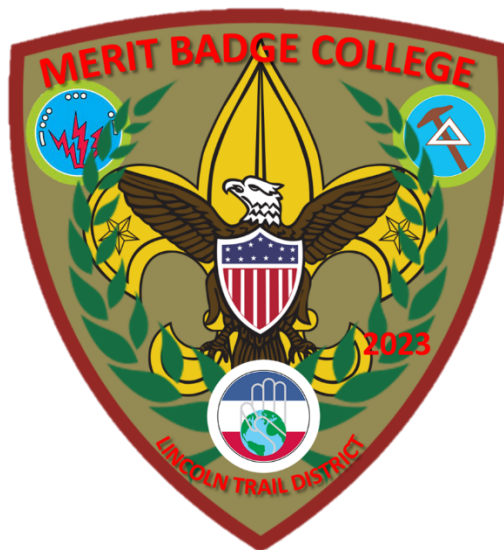


***Lincoln Trail District***

# **Merit Badge College**

**February 18, 2023**

## **LEADER'S GUIDE**



LTD\_MBC@aol.com  
LTDLHCSTAYCONNECTED@gmail.com



**600 College Street Road  
Elizabethtown, KY 42701**

# TABLE OF CONTENTS

	PAGE
Directions to Event.....	3
Event Information.....	4
Troop Preparation for Event.....	5
Cost of the Event.....	5
Event Policies and Procedures.....	6
What to Wear and what to Bring to Event.....	7
Suggested Troop Items.....	7
Potential Merit Badges for 2023 .....	8
Campus Maps .....	9
Unit-use Registration Form.....	11



## **DIRECTIONS**

Elizabethtown Community and Technical College  
600 College Street Road  
Elizabethtown, KY 42701

### **From the Bluegrass (BG) Parkway**

- Take Exit 1B to Interstate 65 South toward Bowling Green
- Next take the Western Kentucky (WK) Parkway West, Exit 91 toward Paducah
- Immediately exit on the 31W By-Pass North, Exit 136, toward Fort Knox
- Turn left at the first traffic light to turn onto College Street Road,
- The college is located directly on your right, watch for the signs.

### **From the Western Kentucky (WK) Parkway**

- Take the 31W By-Pass North, Exit 136 and go toward Fort Knox
- Turn left at the first traffic light to turn onto College Street Road,
- The college is located directly on your right, watch for the signs.

### **From Interstate 65 North or South**

- Take the Western Kentucky (WK) Parkway West, Exit 91 toward Paducah
- Immediately exit on the 31W By-Pass North, Exit 136, toward Fort Knox
- Turn left at the first traffic light to turn onto College Street Road
- The college is located directly on your right, watch for the signs.

### **From Louisville Using 31W (Dixie Highway)**

- Take 31W (Dixie Highway) South to Elizabethtown,
- Turn right onto 31W By-Pass (about 1 mile past Towne Mall Shopping Center)
- Turn right at second traffic light onto College Street Road
- The college is located directly on your right, watch for the signs



*Special Thanks to ECTC Staff and Eagle Scout and ECTC President Pate  
for allowing us to use the campus!*

## **EVENT INFORMATION**

The Lincoln Trail District is excited to offer the return of *Merit Badge College* and once again partnering with Elizabethtown Community and Technical College. Together, we hope to provide the opportunity for Boy Scouts to not only earn Merit Badges but be introduced and explore many fields of study and future potential career interests.

## **EVENT SCHEDULE**

<b>Time</b>	<b>Event</b>	<b>Location</b>
7:30am - 8:00am	Check-in	Registration Area
8:00am - 8:20am	Opening Ceremony	Room 212
8:30am - 11:45am	Merit Badge Session I	Classrooms
11:45am - 12:45pm	Lunch (3 assigned sessions)	Cafeteria & Dining Areas
1:00pm - 4:30 pm	Merit Badge Session II	Classrooms
4:30pm- 5:00pm	Clean Up Facility/Departure	

## **VOLUNTEERS NEEDED**

To offer and operate this type of event will take many hands, it is a requirement for each unit participating to have two adults to facilitate a successful event.

We will need registered Merit Badge Counselors to conduct the classes. Please look over the list of what we will potentially offer and let us know if you are currently a registered merit badge counselor or would be willing to become a registered merit badge counselor for a badge whether it is on the list or not. All Merit Badge Counselors will receive lunch and a commemorative patch as a thank you for helping.

Besides Merit Badge Counselors, we need at least one assistant in each class, help at our check-in table, first aid station, lunch time, parking, and adults to direct scouts to their classes.

We know with your help we can make this a great event and appreciate the time you give to Scouting.

***If you can volunteer to be a Merit Badge Counselor, please e-mail LTD\_MBC@aol.com -or- LTDLHCSTAYCONNECTED@gmail.com. We also encourage you to contact us if you wish to specifically volunteer in any other way.***

# **PREPARATION FOR MERIT BADGE COLLEGE**

If your Troop follows the steps listed below, the process of preparing everyone for a successful Merit Badge College should go more smoothly.

- Inform all Scouts and parents of the date.
- Share with scouts, parents, and leaders the list of possible Merit Badge classes.
- Recruit at least two adult leaders to attend the event with your Troop. All Troops must follow the guidelines as described in the “*Guide to Safe Scouting*”
- Any adult leader may be asked to help with the event. We will need Merit Badge Counselors, but additional volunteers as well. Any of these leaders from your unit will count towards your unit’s “two deep” leadership as they will be on site.
- As soon as your unit decides they would like to participate e-mail us so we can send you the final schedule of merit badges and prerequisites once it becomes available..
- Once the class offering is finalized we will announce when registration will go live on Tentaroo. Registrations must be entered no later than January 27, 2023 for your request to be processed.
- If you have any issues with Tentaroo, please email [ltldhcstayconnected@gmail.com](mailto:ltldhcstayconnected@gmail.com) -or- [ltld\\_mbc@aol.com](mailto:ltld_mbc@aol.com). Include in the subject line: “MBC 2023” and your Troop number.
- Collect registration fees  
(Adults only need to pay if they would like a meal & patch, but are not going to be a Merit Badge Counselor)
- Make sure all your Scouts are signed up for classes by: January 27, 2023.  
**We cannot allow any late registrations or walk-ons for this event.**

## **COST OF THE EVENT**

**All fees are due on Tentaroo or the Council Office no later than January 27, 2023**

\$15.00 per Scouts, BSA attendee

Approximately \$5.00 per Adult wanting a meal only. (Actual Price will appear on Tentaroo)

FREE meal and patch for any registered Merit Badge Counselor or Official staff member

\$5.00 for any additional patches

The cost of the event covers any classroom supplies, a commemorative patch, and a delicious lunch from the 3 options provided by the Culinary students & staff of Elizabethtown Community and Technical College. Tentative Lunch choices this year are: Meatball Sub Sandwich with chips, Chicken Tenders with chips, or a Chef Salad.

# **MERIT BADGE COLLEGE POLICIES AND PROCEDURES**

Anyone participating in this event is expected to follow Boy Scouts of America National Guidelines as outlined in the Guide to Safe Scouting. An online version of the *Guide to Safe Scouting* is available at: <http://www.Scouting.org/HealthandSafety/GSS.aspx>.

## **The Law is the Rule**

Everyone is expected to abide by the Boy Scout Law, Oath, Motto, and Slogan. *Scouts, Leaders, and Parents.*

## **Uniforms**

We represent the Scouting movement as a whole and should present ourselves accordingly. The Scouts, BSA Field Uniform should always be properly worn, unless a Scout is in a Merit Badge class that requires special clothing. Scouts will be reminded to tuck in their shirt tails if they are not wearing the Field Uniform properly.

## **Buddy System**

Scouts needing to go to the restroom will need a buddy. Scouts will not have to use the *Buddy System* while going between classes. All Scouts however should go directly to classes and be on time. During lunch and mid-way time all Scouts should check in with their Troops. All Scouts must remain on the Merit Badge College campus unless checking out with their Troop.

## **Security**

This is an open campus and all Troops should advise their Scouts to stay on the premises and be where they need to be. Everyone is encouraged to report any inappropriate behavior or destruction of property.

## **Tobacco**

Use of tobacco products by youth participants is prohibited. Use of tobacco products by youth will result in **immediate dismissal**. Boy Scouts of America guidelines require a smoke-free environment for Scouts. Elizabethtown Community and Technical College is a tobacco-free campus.

*What does this mean?* According to ECTC, this means the use of tobacco products of any kind (*This includes vaping and e-cigarettes*) is prohibited on all property owned, operated, leased, occupied, or controlled by ECTC. This includes, but is not limited to, college buildings and structures, grounds, parking lots, walkways, sidewalks, and vehicles (even your personal ones since they are in ECTC parking lots). Head to <https://elizabethtown.kctcs.edu/> for more information.

## **Vehicles**

There is ample parking at ECTC. We ask you to be very cautious while driving as there will be many youth around. Please abide by all parking signs and any personnel on site directing traffic. Communicate if there are any special needs concerning parking in advance.

## **Food & Drinks**

- Each Scout may have a water bottle (Non-disposable) for their personal use.
- No food, snacks, gum or *other* drinks will be allowed in classrooms.
- Lunch will be provided and eaten in the designated areas.
- During lunch there are vending machines available, use them at your own risk.
- Communicate by email in advance if anyone participating has any food special needs.

## **First Aid**

Each Scout must have a personal first aid kit on hand. Injuries that are more serious need to be reported to the nearest adult volunteer who will direct the Scout to the first aid officer if necessary.

# WHAT TO BRING TO MERIT BADGE COLLEGE

## Each Scout **MUST** have:

- BSA Field Uniform (Tan shirt/"Class A") *Ensure it is tucked in and worn with a belt.*
- Paper and something to write with
- Any pre-requisite materials (See Badge Details)
- All special items of clothing if required (See Badge Details)
- Water/Water Bottle
- Personal first aid kit
- A merit badge class schedule (*Leaders will need to print them from Tentaroo*)
- A bag or day pack
- A telephone number for an adult leader on site.

## What **NOT** to bring:

- Headphones
- Spinning Widgets/toys
- Electronics (radios, video games, etc.)
- If a scout must bring a cell phone it must be turned off **not on mute**.  
*Any item deemed a distraction may be confiscated by a member of staff and returned to the unit leader*

## RECOMMENDED TROOP ITEMS

- Roster of all Scouts attending, their classes, and what menu item they ordered.  
(Use a copy of page 10.)
- List of emergency contact numbers for each Scout.
- 2 adult leaders who are on site.
- Each Scout should know his/her Troop number and have an adult leader cell-phone number available who is on site.





# POTENTIAL MERIT BADGE CLASSES

*Dependant on Available Counselors*

Automotive Maintenance  
Art  
Chemistry  
Chess  
Citizenship in the Nation  
Citizenship in the World  
Citizenship in Society  
Composite Materials  
Metalwork  
Communications  
Crime Prevention  
Drafting  
Digital Technology  
Electricity  
Electronics  
Emergency Preparedness  
Energy  
Engineering  
Entrepreneurship

Salesmanship  
Environmental Science  
Leatherwork  
First Aid  
Fire Safety  
Home Repair  
Indian Lore  
Inventing  
Life Saving  
Law  
Medicine  
Pioneering  
Public Speaking  
Pulp & Paper  
Radio  
Robotics  
Scouting Heritage  
Truck Transportation  
Welding



**DISCLAIMER:** There is **NO** guarantee that scouts will earn a merit badge at this event.

We need counselors before we can publish what actual merit badges will be offered and what prerequisites will be required. We will publish both of these as soon as they are finalized.

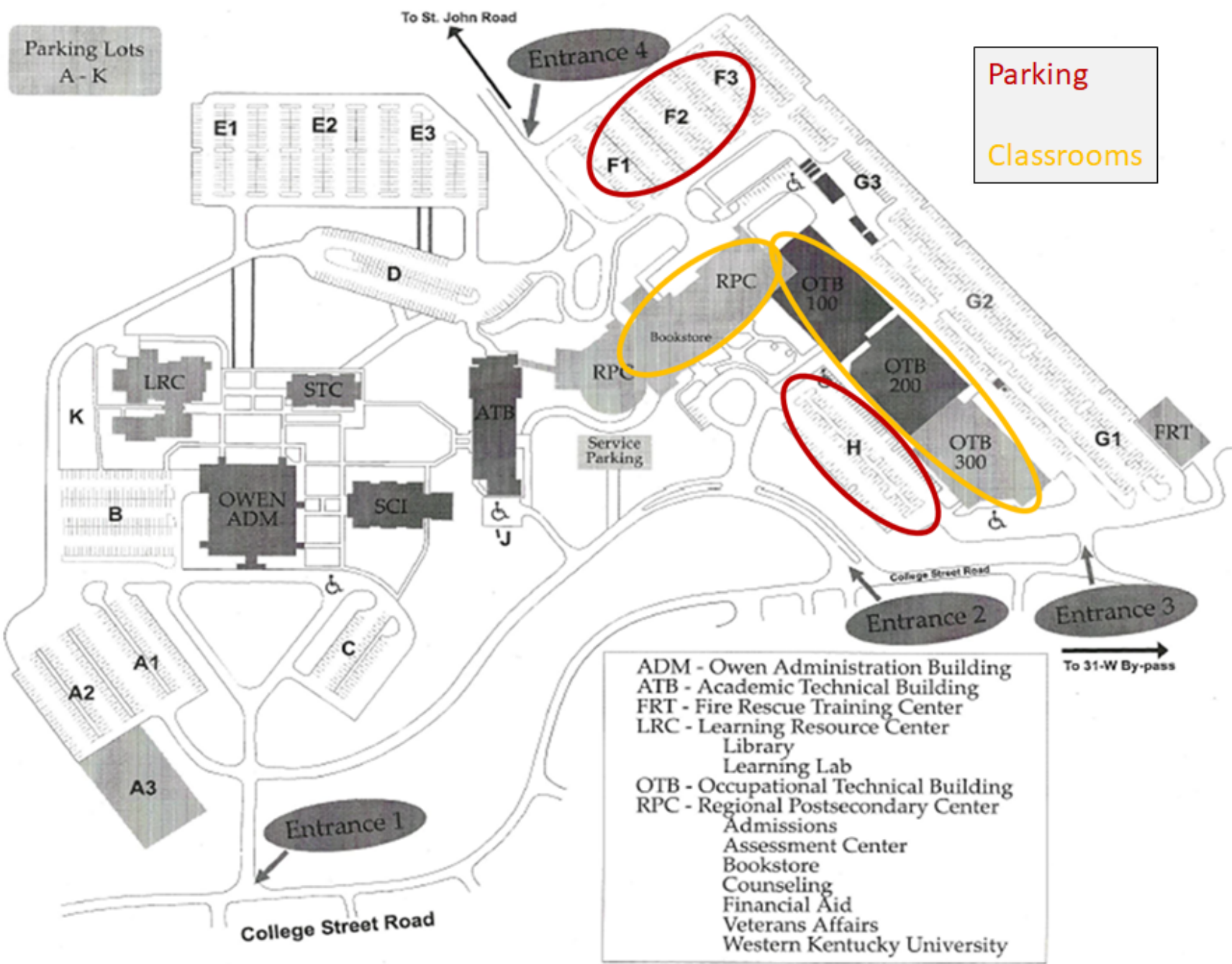
Tentaroo will not go live until that time. (Target late December early January)

*If you would like to volunteer for any merit badge listed or unlisted*

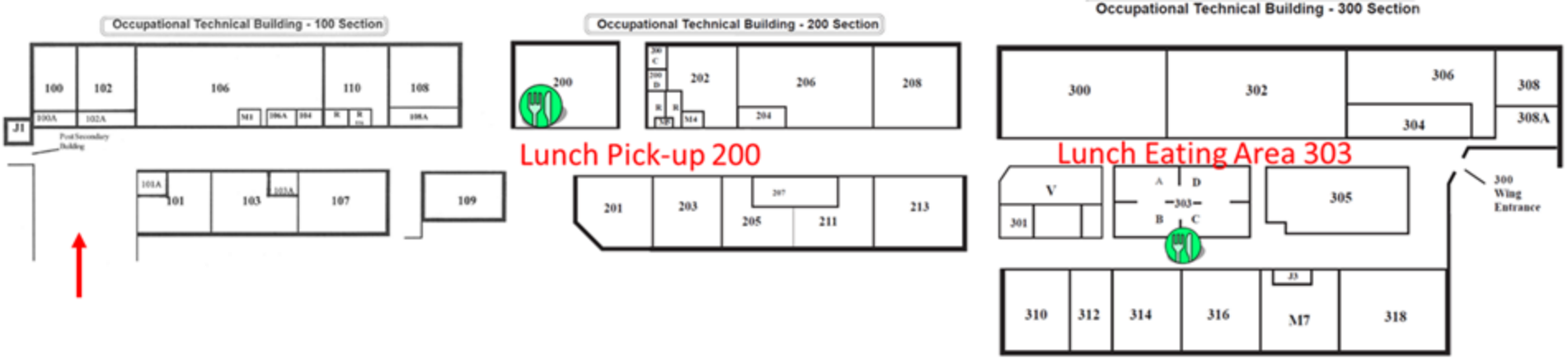
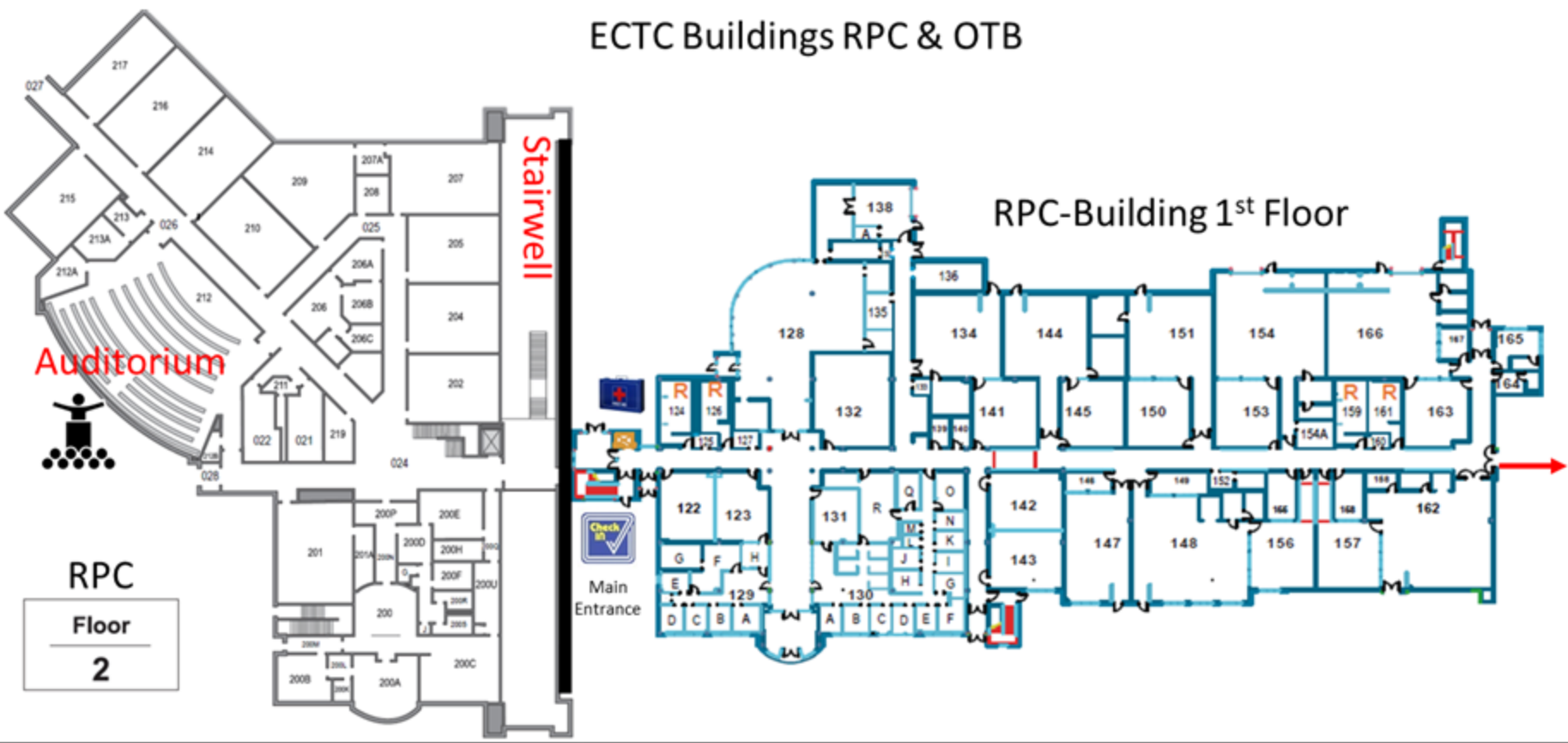
Contact: [ltd\\_mbc@aol.com](mailto:ltd_mbc@aol.com) -or- [ltldhcstayconnected@gmail.com](mailto:ltldhcstayconnected@gmail.com)



# Elizabethtown Community & Technical College



ECTC Buildings RPC & OTB



### Unit-use registration form

**Meal Choices:**   1. Meatball Sandwich & Chips   2. Chicken Tenders & Chips   3. Chef Salad

YOUTH NAME	Meal choice	Session 1		Session 2	
	(circle one)	First choice	Second Choice	First choice	Second Choice
	1   2   3				
	1   2   3				
	1   2   3				
	1   2   3				
	1   2   3				
	1   2   3				
	1   2   3				
	1   2   3				
	1   2   3				
	1   2   3				
	1   2   3				
	1   2   3				
	1   2   3				
	1   2   3				
	1   2   3				

ADULT NAME	Meal choice	Session 1 Assistance	Session 2 Assistance
	(circle one)		
	1   2   3		
	1   2   3		
	1   2   3		
	1   2   3		