

## Notes for Advisors

Andrew and Jean are the lead advisors, Andrew for the all-boys crew and Jean for the coed crew. They will have the following paperwork:

- plane tickets (electronic)
- airline seat assignments
- medical A, B & C forms
- whitewater releases
- swim test records
- wilderness first aid & CPR certificates
- adult training records
- activity consent forms

They will also have:

- troop mini-flag
- troop t-shirts (gifts for the guides)
- small first aid kit (the guides will have a comprehensive first aid kit)

### At BUR

Take a group photo outside on the sidewalk (no hats).

Your American Airlines tickets are from group sales and you'll go as a group to the AA counter to get your boarding passes. The confirmation code is **OVKNXR**.

Take another group photo either before TSA or at the gate. Send me your group photos as I'll be sending an email to the troop about your departure.

While waiting at the gate, input into your phone the cell numbers of all the adults going to Summit, and optionally all the scouts too.

Flt 1517 to Phoenix departs at 7:11 and takes 1.5 hrs.

Our 16 seats are in rows 24 (A-E), 25 (A-F) & 26 (B-F). The scouts don't have to sit in the seats on their boarding pass, so long as they are sitting in our 16 seats.

### At PHX

The layover is 2 hrs, so this is the best time for everyone to eat dinner, either what they brought with them, or by buying food in the airport. Make sure the scouts follow the buddy rule.

Flt 640 to Charlotte departs at 10:59 and takes 4 hrs.

Our 16 seats are in rows 33 (A-E), 34 (A-F) & 35 (B-F). Since people will be sleeping on this flight, there's value to having scouts sit next to their friends.

### At CLT

The flight arrives at 6:08 am. No one should be hungry since it's 3 am Pacific time.

Walk to the baggage claim terminal, and from there follow signs to walk to the Rental Car Center. Andrew and Justin have rented 8-passenger SUVs from Alamo and will drive.

### Driving to Summit

Your destination is Summit at 2550 Jack Furst Dr., Glen Jean, WV 25846. You'll be driving north 230 miles, mostly on I-77. There are some tolls near Charlotte and in West Virginia, but no tolls in

Virginia. You might want to ask Alamo about how tolls work with the rental cars.

### **Brunch**

Stop for brunch in Beckley, WV, which is about 15 miles from Summit. My suggestion is Cracker Barrel, at 2112 Harper Rd. 25801, but it's your choice. Pay for all the food on one bill as this meal is in the trip's budget. Save the receipt.

### **Arrival at Summit**

Summit expects you to arrive between 11 am and 2 pm. Arriving on the early side isn't necessarily better, as you'll be having a meeting later in the day with the other two crews and that meeting can't happen until they have arrived, so you arriving early may just mean you wait longer.

At the entrance, tell them your adventure is the New River Experience and your expedition number is NR072624-BC.

After you unload the cars, you'll be directed where to park the cars for the week.

### **Paperwork**

Andrew has the paperwork for the all-boys crew, NR072624-B, consisting of Barr, Boland, Leyva, Pooley & T. Scharlotta & dad. This crew is from Troop 509.

Jean has the paperwork for the coed crew, NR072624-C, consisting of Gregorian/Kolsi, Keeney, Llana, I. Scharlotta & mom, Siegmeth & Turner. This crew is from **Venturing Crew 509**.

The scouts don't need to know who is in which crew, as the crew assignments are only a bureaucratic necessity that is unrelated to the outing's real-world experience that they are one crew of 16.

### **Crew Photos**

Try to take crew photos soon after you arrive, while everyone is in uniform, perhaps at different locations. Have everyone lined up in neat rows, to make it easier to ID people in the caption.

### **During or Shortly After Kayaking & Rafting**

Keep track of the number of hours you are on the water each day, for the troop's TroopMaster records.

Write down the first and last names of all the guides.

BSA's policy on tenting is that adults and scouts cannot share a tent, there's no mixing of males and females in the same tent, and scouts tenting together must be within two years of age.

Pick an appropriate time for the scouts to thank the guides and have the scouts give each guide a troop t-shirt in their appropriate size.

### **Back at Summit**

To ride the zipline you've got to be there by 3:30, so showering may have to wait until after the zipline.

Andrew or Jean needs to go to the store to buy the patches that were earned. Save the receipt.

Any backup medicines that were held by Summit's medical office need to be picked up.

I believe Summit doesn't return medical forms (which is why we gave them copies), so there's no need to retrieve the medical forms.

### **Driving to Airport**

Leave soon after breakfast, no later than 9 am.

The two Pooleys will not be going back with the troop as they are taking an Uber to Charleston and then flying to New Orleans. You can give them their medical A, B & C forms.

Your destination is Alamo at 5489 Josh Birmingham Pkwy, Charlotte, NC 28214.

### **Lunch**

You can either stop for lunch before arriving at the airport, or eat lunch at the airport, your choice. Your flight departs at 2:50. If stopping before the airport, pizza is easy, fast and cheap, and you can pay for all the food on one bill and give me the receipt. If eating at the airport, it's easier if everyone orders and pays for their own food. Since your layover in Phoenix is only an hour, there may not be an opportunity to eat again until you get back to Burbank (at 9:30 pm Eastern time), so people shouldn't be hungry when they board in CLT.

Don't forget to fill the gas tank and get a receipt.

### **At CLT**

Return the rental cars and walk to your gate.

Your confirmation code is **KFLBZR**.

AA flt 2731 to Phoenix departs at 2:50 pm and takes 4 hrs.

At the gate, give the scouts their medical A, B & C forms. Don't give them their patches, as you'll be giving the patches to me, and they will get their patches at the next court of honor.

Our 14 seats are in rows 33 (A-C), 34 (A-F) & 35 (B-F).

### **At PHX**

This is a 1-hr layover. Flt 1517 to Burbank departs at 5:10 and takes 1.5 hrs.

Our 14 seats are in rows 24 (A-B), 25 (A-F) & 26 (A-F).

### **At BUR**

Arrival is 6:29. Don't leave the airport without confirming that everyone got picked up.

### **Back Home**

When you have a chance, return to me the patches, receipts, paperwork, first aid kit, troop mini-flag and the ungifted troop t-shirts. I also need the names of your guides, and the number of hours you spent on the water. If you are missing a receipt, just write out a receipt on a piece of paper. It may be a few days before Alamo charges the credit cards for tolls.

### **Photos**

The troop has a Flickr account to collect and store photos of troop outings. Contact Melora Larson about how to upload your Summit photos, at [meloral@earthlink.net](mailto:meloral@earthlink.net)

### **Cell Phone Numbers of Adults**

(626) 437-9572	Dr. Justin Boland
(949) 400-4880	Dr. Michelle Kolsi (Gregorian)
(323) 401-1343	Mr. Rob Pooley
(626) 676-3923	Mr. Andrew Shapiro-Scharlotta
(408) 829-2476	Ms. Jean Yang (Scharlotta)