

WHAT TO BRING TO THE 2012 ANNUAL KEY MAN CONFERENCE



Staying at the Patton Campus, you'll be housed in an air-conditioned college dormitory type setting, with 2, 3, 4, 6 or 8 people in your room. You will be assigned roommates who will not be from your home chapter, so you will get to know new people this week. We will not accommodate requests to be housed with relatives or members of your home chapter. Each person will have a closet and you can share a chest of drawers. You will be provided with clean sheets and blankets. Private bathrooms are located in each room. The photos in this packet are views of typical rooms at Patton Campus.

You will need to bring the following:

You will be given 2 conference t-shirts that must be worn during much of the week-long program. Your conference advisors will make arrangements for nightly laundering of these shirts. You should pack additional comfortable clothing for free time, seven days, six nights—all casual, with shorts, T-shirts, jeans, etc. (T-shirts must be in good taste!) Because we will be performing a program in a formal setting, you will need to pack a coat and tie, dress shirt, dress pants, dress socks and shoes. Additionally, you should bring raingear, sneakers (no flip-flops – heel-strap sandals are okay, but not preferred), and a hat.



You will also want to bring your DeMolay Leader's Resource Guide, your DeMolay Ritual and appropriate merit bars, awards and honors to wear during the ceremonies on Friday night.

Toiletries:

You should bring soap, toothpaste, toothbrush, deodorant, shampoo, and any other necessary items. Bath towels (not pool towels) and washcloths will be provided.

Necessary medications:

Staff will supervise the administration of all prescription drugs. They must be left with staff at registration time. If you have any medical problems or physical challenges that may affect your participation, please be sure to list them on your medical release so staff are aware of your needs, or speak with the Conference Director, or Nurse, upon arrival. Reasonable confidentiality about your medical conditions and medication will be observed, but enough information will be shared with staff to allow them to serve you to the best of their ability.

Please do NOT leave the above listed items behind. You will not be able to travel into town to pick up items during the week. Be sure to label all your belongings with your name.

Other essentials:

Bathing suit and pool towels.

Sunglasses and sunscreen lotion.

Softball glove, or tennis racquet

(you will have an opportunity to perform for the residents at the Masonic Village)

Alarm clock.

A water bottle for outdoor activities.

Other sports equipment.

Optional:

There will be a "Key Man & More Store" for DeMolay supplies and gifts; there are also soda, candy and change machines on the Campus. You may wish to bring a small amount of money with you. A "bank" for your monies and valuables will be provided for your benefit.



Policy on valuables:

You bring valuables at your own risk. Room keys will *not* be provided, and your rooms will not be locked during the day. You may deposit money, jewelry and small valuables with the "Key Bank" for safekeeping. It is preferable that non-essential valuables be left at home. Please do not bring i-pods and other electronic devices. If you do, we recommend that you safely secure them with the "Key Bank" and that eliminates the reason to even bring them!

What not to bring:

Need we say it? Do not bring alcohol, firearms, illegal drugs, or fireworks with you, unless you want to take a quick trip home at your parent's expense. Also, do not bring martial arts equipment, slingshots, knives, skateboards, water guns or tobacco of *any form*. In addition, do not bring TV sets or electronic gaming equipment. If you bring a cell phone, you will not be permitted to use it during programmed activity time.

No Tobacco Use Policy:

The Masonic Villages of Pennsylvania and the Masonic Conference Center – Patton Campus in Elizabethtown are strictly non-smoking facilities. No smoking is permitted anywhere on our campus at any time, whether by conference participants, employees, volunteers, or guests. Thank you for your cooperation.

Behavior and Personal Responsibility:

We expect you to act like a DeMolay-- in accordance with the 7 precepts of the Order. (*Remember? Filial Love, Reverence for Sacred Things, Courtesy, Comradeship, Fidelity, Cleanness and Patriotism.*) If you are not prepared to act like a young adult, you should probably stay home. We do not have baby-sitters on staff. Our staff members are all volunteers, giving up their personal vacation time to help you become a better leader. Lack of respect, discourtesy, fighting and violation of the safety rules of the campus will earn a quick trip home at your parents' expense. Don't be that guy!

IMPORTANT INFO FOR PARENTS

WHERE WILL MY SON BE?

Your son or daughter will be staying at the Masonic Conference Center - Patton Campus in Elizabethtown, formerly known as the Patton School. This campus is adjacent to the Masonic Village at Elizabethtown. Activities will be supervised 24 hours a day, by a staff of trained volunteer advisors who are conducting the educational and recreational activities at the Conference. Out of respect for their time and effort on behalf of your son, we are very strict about the behavior of our conference participants. We expect them to be respectful, observe curfews and cooperate with the program leaders.

Please reinforce this expectation with your son before he arrives on Campus.



WHAT WILL MY SON BE DOING?

Your child will be participating in leadership training exercises, Chapter planning sessions, ritual and other educational activities. He will be challenged to complete specific tasks, such as completing a term plan if he is a future Master Councilor; memorizing his Obligations; or learning a new ritual part. He will also have the option of participating in sports, swimming, games, videotaping, etc.. He will be expected to take part in all scheduled activities, and there will be very little "free time."

The program is tightly scheduled to keep all DeMolays active, learning, and excited about the DeMolay program. Our goal is to give your son an exciting week of fun activities, challenging programs, new friendships and a better understanding of the Order of DeMolay, what it takes to be a leader in our organization and how they can translate these lessons into successful programs for their home chapter and, more importantly, into their daily lives.

WHAT ABOUT MEDICAL CARE AND INSURANCE?

Emergency medical care by qualified professionals is available via a volunteer EMT squad less than a mile away. Other medical care can be provided at a local health care facility. We also will have at least one nursing professional as a volunteer on our staff to care for the small scrapes, bruises and other small accidental injuries that can occur. This volunteer will also receive, inventory, and dispense all medications your son brings with him. Our medical form asks for very specific instruction and information so that we can provide this service for you and to make sure that your son or daughter takes all required medications. Self-medicating is not permitted. Should your son or daughter require emergency care, we will endeavor to contact you immediately. The Medical History and Release Form must be completed and filed prior to admission to the campus and must be dated for the year 2012. Without it, no one will be permitted to remain on campus. It is imperative that it be fully completed and submitted as soon as possible, during registration at the latest. Your personal medical insurance is primary for all care received. DeMolay International provides a small SECONDARY medical insurance policy to cover expenses related to an injury suffered at a DeMolay event that your personal policy will not cover, or to provide coverage when the family has none. Regardless of coverages, we will always see that your son or daughter is given necessary emergency medical care, if needed.

WHEN SHOULD MY SON ARRIVE?

Your child should arrive at the Patton Campus between 1:00 PM and 5:00 PM on the first day of the conference (Sunday, August 5, 2012). WE CANNOT PERMIT EARLY ARRIVALS.

A REMINDER OF OUR NO TOBACCO USE POLICY:

The Masonic Villages of Pennsylvania and the Masonic Conference Center – Patton Campus in Elizabethtown are strictly non-smoking facilities. No smoking is permitted anywhere on our campus at any time, whether by conference participants, employees, volunteers, or guests. Thank you for your cooperation.

WHEN SHOULD I COME TO PICK UP MY SON?

You may pick up your son on Saturday, August 11th. Our program will end by 11:45 AM. You are invited to arrive early to see the Closing Session that begins at 10:30 AM. The last session will include a multimedia slide show of the week's events. *Please do not ask to dismiss your son earlier; as this should be one of the highlights of the week, and he will be disappointed if you require him to miss it!*

HOW DO I CONTACT MY SON?

You may contact your son by mail at:

Pennsylvania DeMolay Key Man Conference
Attn: (Your child's name)
1244 Bainbridge Road; Elizabethtown, PA 17022

(If a letter arrives after the Conference is concluded, we will forward it to the addressee.)

You may also contact your son by telephone in the following way:

There is a courtesy phone in hallway of main activity building, which also rings in two of the main meeting areas. You can reach this phone by dialing **717-367-1121**, which is the main number of the Masonic Homes complex. When you get the automated answer, dial **extension 33846**. Be sure to let it ring a long time. You will do best to call here at meal times: 8:00 AM - 9:00 AM, Noon - 1:00 PM, 6:00 PM - 8:00 PM.

The PA Masonic Youth Foundation office can relay messages from 8:00 AM to 5:00 PM, M-F. An answering machine after hours will be checked each night at midnight. The numbers are: **(800) 266-8424** (In Pennsylvania Only), or **(717) 367-1536**.

Your child will also be able to call you using a calling card or collect calling method.

If your son has a cell phone, he will be able to take calls during his free time, but, just like school, we will insist that it be off during sessions, and may confiscate phones if they are used during instruction and program time.

ONLY IN CASE OF AN EMERGENCY

(717) 951-9883 is the cellular telephone of Mr. Tom Labagh, Executive Director of the PA Masonic Youth Foundation, who lives on the campus. Call anytime and an emergency message will be relayed as quickly as possible.

(717) 367-1121 is the Masonic Village internal phone system — Call if between 5:00 PM and midnight, and the *other numbers are not answered*. Dial "0" to get the Operator and ask for extension 33308, with the specific instruction that if no one answers, you want a Security Officer to deliver an EMERGENCY message to Patton Campus Room M-112 which is the Conference Director's Suite at the Patton Campus and will be occupied between midnight and 6:00 AM.

WHAT ELSE?

If you didn't complete and submit a Medical History and Release Form, please complete the one enclosed with this mailing. Without a completed form, with the required signatures, your son will be sent home. Thanks!