



Date: January 1st, 2025
To: National Camping School Participant
From: Chuck Walker NCS Course Director (chuck.walker@scouting.org)
Eric Muench, NCS Local Council Liaison (eric.muench@scouting.org)
Subject: Welcome to National Camping School at L.E. Phillips Scout Reservation

Congratulations, your National Camping School application has been received! On behalf of the faculty, we look forward to serving you at L.E. Phillips Scout Reservation. The following information will help you prepare for NCS, please read carefully.

Critical information about your National Camping School participation

LOCATION:

L.E. Phillips Scout Reservation
2900 16th Street
Rice Lake, WI 54868

COURSE DATES:

May 17-23, 2025

CHECK-IN:

Upon arrival at the main L.E. Phillips Scout Reservation entrance, follow signs to Huntsinger Lodge (marked in yellow on the map below). All participants must arrive at the Huntsinger Lodge between 9:00 a.m. and 11:00 a.m. (Central Time) on Saturday, May 17, 2025. See maps at the bottom of this letter for detailed maps and directions. Any registration-related questions may be directed to the Scouting America National Office (ncs@scouting.org).

EARLY ARRIVALS*:

If you need to arrive on Friday, May 16 due to travel arrangements, please select "Early Arrival" in the online registration system. The early arrival fee of \$55* includes dinner on Friday and breakfast on Saturday. Early arrival check-in will be at Huntsinger Lodge; instructions will be posted there for anybody arriving after 10 p.m.

Note: For those who are not registered as early arrivals, your first meal will be lunch on Saturday, May 17, 2025.





TRANSPORTATION (Additional Fee):

The Chippewa Valley Council has made arrangements for airport shuttle service from both the Minneapolis-St. Paul Airport (MSP) and the Chippewa Valley Regional Airport (EAU). If you plan to travel by air, please arrive no later than 7:00 p.m. Friday, May 16 or 8:00 a.m. Saturday, May 17. The airport shuttle fee is \$75 round trip. These arrangements must be made prior to the course by contacting Eric Muench at eric.muench@scouting.org.

The return shuttle will arrive at MSP/EAU no later than 12:00 pm on Friday, May 23.

PLEASE NOTE: Shuttle reservations must be submitted by Noon (Central Time) May 15, 2025.

DRIVING DIRECTIONS:

Driving directions to L.E. Phillips Scout Reservation are attached to this letter.

ANNUAL HEALTH & MEDICAL RECORD:

Your camp health screening will take place at check-in. Please make sure Part C of your Annual Health & Medical Record has been signed by a Medical Doctor, Physician's Assistant (master's degree) or a Licensed Nurse Practitioner within 12 months of the last day of this NCS session. Those without a current Annual Health & Medical Record will be required to obtain one at their own expense before being allowed to remain in camp. The Annual Health and Medical Form can be found at: [Annual Health & Medical Record](#)

DIETARY NEEDS:

If you have special dietary requirements, please let L.E. Phillips Scout Reservation know in advance either through the registration process or by emailing eric.muench@Scouting.org. The camp's isolated location limits the availability of many specialized or kosher food items and these items may need to be brought from home.

Meals are varied, and there is always a salad/fruit bar, cereal with milk, and peanut butter and jelly available for sandwiches. Refrigeration is available in the Health Lodge for medications.

PREREQUISITES:

Please note that there are pre-requisite training courses which you MUST have before you attend NCS. Please ensure you bring support materials (certificates) with you as proof. Those participants who arrive without their prerequisites completed may not be certified.

- **Range Activities Director:** NRA Basic (Rifle & Shotgun), NRA Instructor (Rifle & Shotgun), online portion of the USA Archery Level 1 course
- **Aquatics Director:** Current Lifeguard certification (BSA Lifeguard, Red Cross Lifeguard, YMCA Lifeguard, Starfish Aquatics Institute Starguard, Ellis & Associates International Lifeguard Training Program, or equivalent) Safe Swim Defense and Safety Afloat training and proven swimming skills.
- **COPE Director:** COPE Level I Instructor



- **Climbing Director:** Climbing Level I Instructor
- **Long-term Camp Director and Long-term Camp Program Director:** Online NCAP and Unlawful Harassment Prevention Training is available at on the NCS page at <https://www.scouting.org/outdoorprograms/national-camping-school/>
- **CCPT:** Current NCS COPE Director or NCS Climbing Director certification, have a Portfolio demonstrating 50 hours of face-to-face COPE or Climbing instruction with participants as a NCS Director or Level I or II instructor within the last 3 years. No more than 5 hours can be spent on administrative activities.
- **ALL: BSA Youth Protection Training**

WEATHER:

Some of the scheduled programming will take place outdoors. This course will be held in northern Wisconsin in June. Temperatures can be as high as 70° F during the day and as low as 40° at night. Please bring suitable warm clothing, rain gear, and a hat.

ACCOMODATIONS:

You will be staying in campsites with cabins. Our cabins are not insulated and feature cots with mattresses. There is no electricity in the campsites. There are several locations to charge your personal devices around camp. Each campsite has latrines and sinks. Shower houses with individual shower stalls and flush toilets are a short walk away from your campsite. If you require electricity for CPAP, be sure to indicate that in your registration or confirm with eric.muench@scouting.org. Special housing arrangements will be made for those with CPAP or mobility concerns.

INSECTS: Northern Wisconsin in late spring is known to have many mosquitos, deer flies, and ticks. If you are sensitive to insect bites, plan on bringing insect repellent, mosquito netting for your cot, and treated clothing. We are in a highly concentrated area for ticks & Lymes disease. Learn Lyme's Disease prevention tips [here](#).

MORE ABOUT CAMP PHILLIPS: L.E. Phillips Scout Reservation was founded in 1952 and features modern program areas and facilities. With six lakes and 1,400 acres of wilderness, you will be surrounded by natural beauty during your stay. Learn more about our host camp at <http://campphillips.org>.

The emergency contact number at L.E. Phillips Scout Reservation is 715-419-1608. WiFi is available at the Huntsinger Lodge, many of the classrooms, and several public spaces at camp. Cell Phone signal is good for most carriers. Laundry facilities and complimentary detergent are available in the basement of the Huntsinger Lodge.



DAY ONE CAMP-WIDE SCHEDULE (Saturday, March 22):

7:15 am – 8:00 am	Breakfast
8:00 am - 9:00 am	Staff Preparation in Section Areas
9:00 am - 11:00 am	Check-in, Registration, Section Interviews and Campsite Check-in
12:00 pm – 1:00pm	Lunch & Mealtime Presentation
1:00 pm - 5:00 pm	Course Instruction
5:00 pm - 5:45 pm	Personal Time
5:45 pm - 6:00 pm	Assembly & Retreat
6:00 pm - 6:45 pm	Dinner
6:45 pm – 7:00 pm	Mealtime Presentation
7:00 pm - 8:30 pm	Course Instruction
8:30 pm - 9:30 pm	Welcome Campfire
9:30 pm - 10:00 pm	Cracker Barrel
10:00 pm - 11:00 pm	Personal Time/Study Time

DRESS CODE:

National Camping School graduates set the example when it comes to wearing the right uniform at the right time in camp. Scouting America Field Uniform will be required for meals, formations and campfire. Scouting America Activity Uniform will be worn at all other times. Please be sure to bring enough activity uniform polos and T-shirts to get you through the week. You do not need to arrive in Field Uniform, but you will need it for the opening lunch on Saturday, May 17.

EQUIPMENT/GEAR NEEDED BY PARTICIPANTS:

Please see a list of equipment and gear required for your week at National Camping at the following link: [Equipment Needed for NCS.pdf](#). Many sections require that you bring program items or copies of Council documents in addition to your personal camping gear.

VISITORS:

Please do not plan to have visitors or additional attendees such as spouses or children. Only participants and faculty are permitted on property while the course is in session.

DEPARTURE:

Departure will be after 9 a.m. graduation on Friday, May 23. Participants who are enrolled in recertification sections will be able to depart after lunch on Tuesday, May 20.

TRADING POST

National Supply will not have a trading post on-site at National Camping School. If you are interested in purchasing National Camping School branded items you may view them at:

<https://www.scouting.org/outdoor-programs/national-camping-school/>. All items purchased online will be shipped to your home.





If you have any questions before you arrive, please feel free to reach out to me at chuck.walker@scouting.org. As a member of your council's long-term camping leadership team, you will be providing Scouts with an experience they will remember for a lifetime. Thank you for making the decision to attend National Camping School. I look forward to seeing you at Philmont!

Yours in Scouting,

Chuck Walker

Chuck Walker
NCS Course Director

** The early arrival fee is handled through the event registration system. Do not pay the early arrival fee to the host camp. You may or may not be expected to cover it personally (discuss with your local council). The fee includes lodging the night prior to the start of the course, dinner Friday night and breakfast Saturday morning. No activities are planned for early arrivals as the staff is busy with preparations.*





Attachments:

Driving Directions & Map
Camp Map

Links:

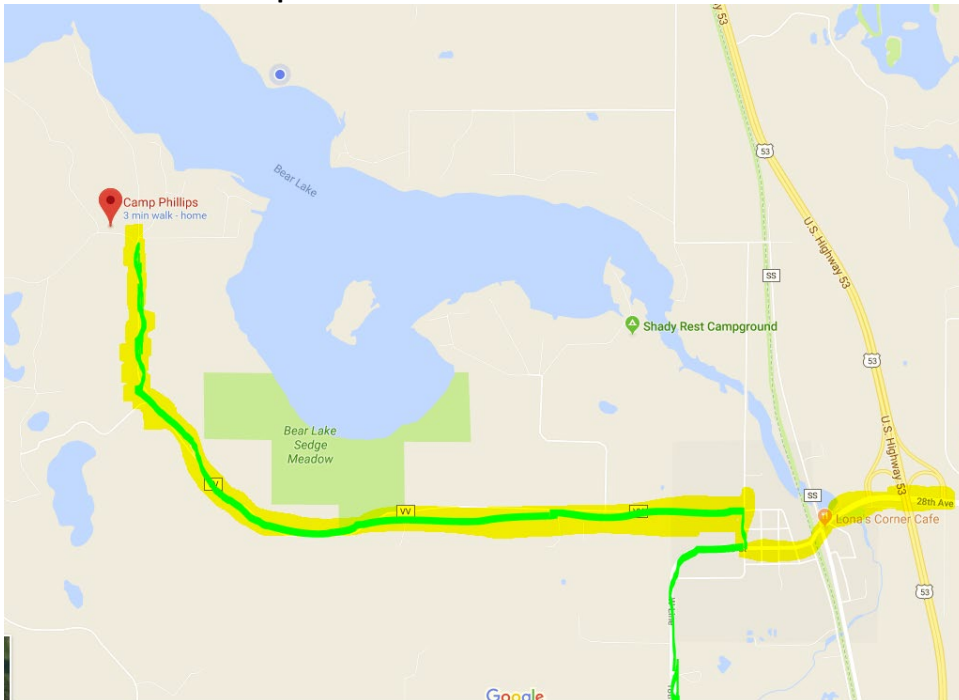
Annual Health & Medical Record: [AH&MR](#)

Unlawful Harassment Prevention Training: <https://www.scouting.org/ncs>

Equipment Needs List: [Equipment Needed for NCS.pdf](#)



Directions to L.E. Phillips Scout Reservation:



Via US 53: (in Yellow on Map):

1. Exit Highway at County Highway V
2. Head West on County Highway V, towards Haugen for .5 miles
3. Turn Right to head North on County Highway VV (Plecity Avenue)
4. Turn left at 3rd Street to stay on county Highway VV (heading west)
5. Follow VV for 3 miles until you reach Camp Phillips main entrance (B)

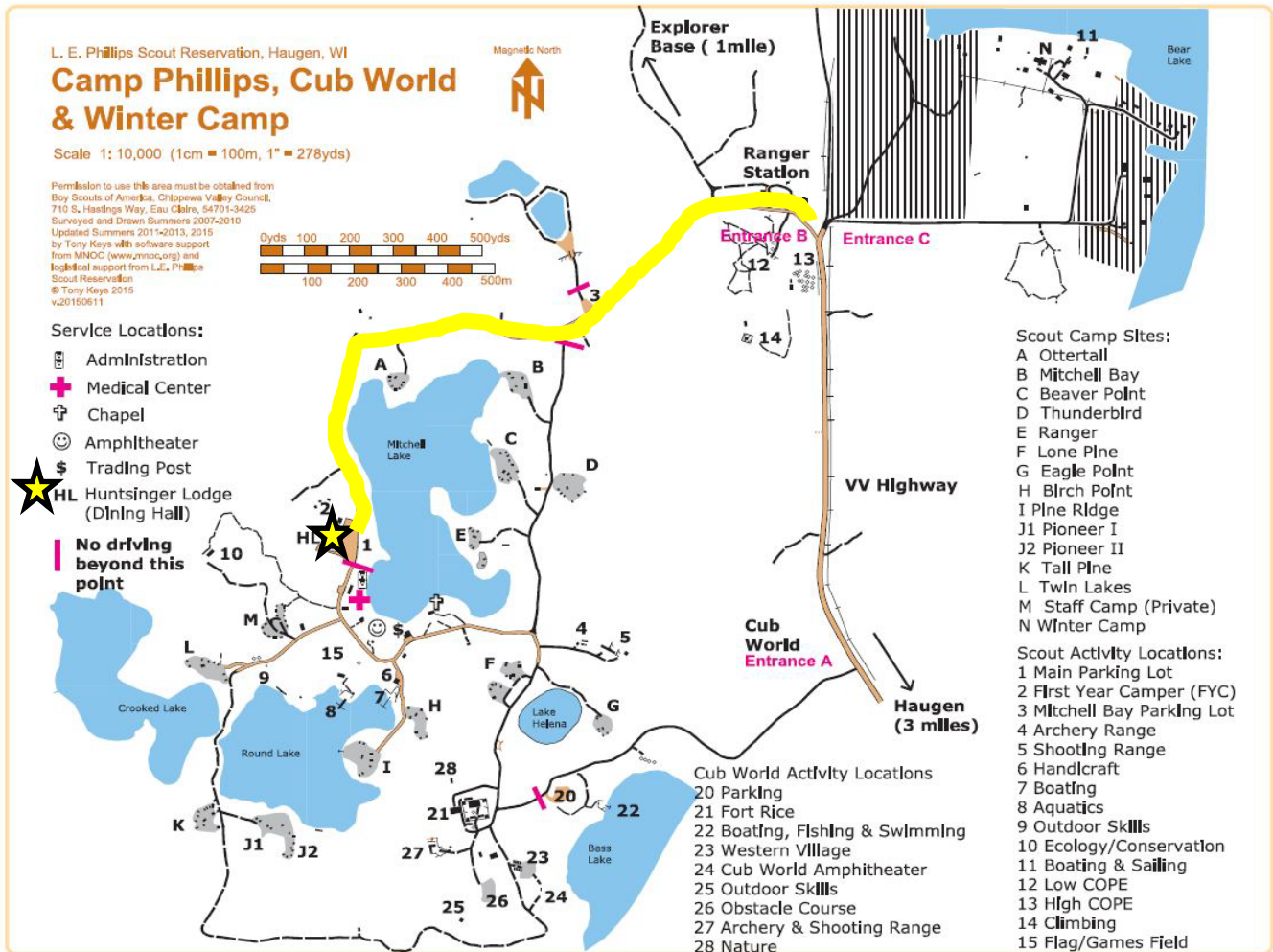
Via US Highway 8 / US Highway 63 from Minneapolis-St. Paul Area (Green on Map):

1. Take US Highway 8 or US Highway 63 to Turtle Lake, WI
2. Turn Left on Highway 63 North
3. Stay on Highway 63 for approximately 14 miles
4. Turn right on County Highway B. Follow County Highway B for approximately 10 miles
5. Turn left on County Highway V. Follow County Highway V for approximately 5 miles
6. Turn Left to head North on County Highway VV (Plecity Avenue)
7. Turn left at 3rd Street to stay on county Highway VV (heading west)
8. Follow VV for 3 miles until you reach Camp Phillips main entrance (B)

GPS Address:

2900 16th Street
Rice Lake, WI 54868





Campsite Housing

