

2022 C. P. & E.

CAMPING PROMOTIONS AND ELECTIONS

KITTATINNY LODGE V
ORDER OF THE ARROW

HAWK MOUNTAIN COUNCIL
BOY SCOUTS OF AMERICA

UPDATED: JANUARY 1, 2022

2021 Camping Promotions and Elections

DISTRICT	CHAIRMAN	ADVISER
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NOTE: **For YPT compliance, please copy both the youth chairman and the adult adviser when contacting a representative for your election.**

Scheduling elections or camping promotions needs to be coordinated through one of the people listed above only.

<u>All Unit Elections must be held by an authorized and trained Lodge Election Team member and may not be conducted by someone from your own unit.</u>

Kittatinny Lodge 5
Order of the Arrow

2022 Camping Promotions and Elections

The *Order of the Arrow* is Scouting's National Honor Society chartered by the Boy Scouts of America. It recognizes those campers who best exemplify the Scout Oath and Law in their daily lives and by such recognition, cause other campers to conduct themselves in such a manner as to warrant similar recognition, to promote camping, and to crystallize the habit of helpfulness as a life purpose.

Each Scout Troop, Venturing Crew, or Sea Scout Ship with qualified Scouts is eligible to schedule and have a Camping Promotion Program and a Unit Election beginning **January 1, 2022**. This program must be conducted by the Order of the Arrow Elections Teams no later than **March 15, 2022**. Youth candidates may request an invitation to one of the three Induction Weekends scheduled for 2022 at the Hawk Mountain Scout Reservation.

The date and place of the Camping Promotion and Unit Election is selected by the unit and coordinated via the online LodgeMaster software & your district's youth CP&E chairman.

NOTE: <u>THE CAMPING PROMOTION PROGRAM IS REQUIRED TO HOLD A UNIT ELECTION.</u>

Every Scouts BSA Troop, Venturing Crew, and Sea Scout Ship should have a Camp Promotion and OA Presentation, even if you have no youth eligible for election!

All units need to have a Camping Promotion Presentation on the night of the election. Slides or video of Hawk Mountain Scout Reservation or High Adventure Camps can be shown, or last year's Summer Camp can be reminisced. Even if you have no current members or eligible Scouts for the Order of the Arrow, we are requesting you accommodate a visit to talk to your Scouts about what the OA is and to promote camping in your unit.

Enclosed are a typical Camping Promotion-Election Parents' Night Plan, a 2022 Lodge Event and Fee schedule, and a 2022 Youth Election Roster form.

The *Order of the Arrow* Camping Promotion & Election Team will conduct the election and present the camping promotion night to your unit. CP&E will contact each Scoutmaster via LodgeMaster, email and/or phone to request a time and date for the Camping Promotion & Election night. **Please arrange your unit election as soon as possible to avoid scheduling problems. In the past we have had problems with late scheduling which causes difficulties for our election teams. The last election should be held no later than March 15, 2022.**

NOTE: The person(s) conducting your unit election must NOT be a youth or adult registered in your unit. It must be conducted by someone from outside your unit.

The elected candidate, if attending Summer Camp at the Hawk Mountain Scout Reservation, will be called out again for recognition in front of the camp.

There are 3 Ordeal weekends, **April 22-24, 2022** (registration deadline April 15); **May 13-15, 2022** (registration deadline May 6); and **September 16-18, 2022** (registration deadline September 9).

After the unit election and selection of candidates, a scout must complete his Ordeal on one of these weekends during the calendar year of his election.

PLEASE PLAN EARLY!

MEMBERSHIP REQUIREMENTS

Unit Leader approval:

To become eligible for election, a member of Scouts BSA, Venturing or Sea Scouts must be registered with the Boy Scouts of America and have the approval of their unit leader prior to the election. The unit leader must certify their Scouting Spirit, their adherence to the Scout Oath and Law, and participation in unit activities. The unit leader must also certify that the prospective candidate meets all specified requirements at the time of this annual election.

Youth membership qualifications:

- Be a registered member of the Boy Scouts of America.
- Have experienced 15 nights of camping while registered with a troop, crew, or ship within the two years immediately prior to the election. The 15 nights must include one, but no more than one, long-term camp consisting of at least five consecutive nights of overnight camping, approved and under the auspices and standards of the Boy Scouts of America. Only five nights of the long-term camp may be credited toward the 15-night camping requirement; the balance of the camping (10 nights) must be overnight, weekend, or other short-term camps of, at most, three nights each. Ship nights may be counted as camping for Sea Scouts.

OA Temporary Camping Requirement

Policy Update - Office of the Order of the Arrow – October 21, 2021

Virtual camping (after January 1, 2022) will no longer count towards OA eligibility and the previous camping requirement, which includes a long-term camp of five (5) consecutive nights, is reinstituted. All other COVID changes (24 month to take Ordeal, etc.) are still in effect.
See: https://oa-bsa.org/coronavirus for full details.

Policy Update - Office of the Order of the Arrow – January 10, 2021

The following temporary modifications to the above have been in effect "until further notice":

Virtual [short-term] camping (i.e., backyard or solo camping) may be counted toward the required nights of camping for OA election eligibility if all the following stipulations are met:

- All virtual camping nights should be a direct result of COVID-19 pandemic restrictions and be part of a BSA unit-organized unit camping event (i.e., multiple members of the unit are involved and camping simultaneously at remote locations).
- Some form of unit-organized communications should occur either during or immediately following the event.
- All existing youth protection policies and digital safety guidelines should be followed.
- No more than three (3) nights of virtual camping are to be credited in any month in which government- or council-imposed COVID-19 restrictions are in place.

Virtual long-term camping of five (5) consecutive nights is authorized to be counted toward the long-term camping requirements for OA eligibility consistent with the above guidance and the following additional guidelines:

- A long-term camp plan must be developed and approved by the unit leader prior to the commencement of the long-term camp. This plan is to be individualized to each Scout's capabilities and situation and should strive to include:
  - Progress toward advancement for each Scout
  - Outdoor relevant experience consistent with local conditions and restrictions
- Unit-organized communications should occur on a daily basis during the camping experience and include discussion of progress made on summer camp goals.
- An end-of-camp assessment must be conducted with the unit leader to report on progress made during the experience itself and discuss how future virtual long-term camping experiences can be enhanced. During this assessment the unit leader will make the determination if the Scout's participation warrants granting credit for a completed virtual long-term camping experience in terms of OA eligibility.

Changes in OA election eligibility requirements until all COVID restrictions are lifted:

- The limitation on counting no more than three (3) nights of short-term camping in a single month is increased to five (5) nights per month. All other requirements for virtual short-term camping eligibility remain in effect.
- The requirement for a long-term camp of five (5) consecutive nights is relaxed. While council long-term camps should be utilized if available, any combination of short-term and/or long-term nights, in camp or virtual, that are part of a BSA unit-organized unit camping event held within the two years prior to election may be counted toward the 15 night requirement.
- In cases where lodges have already begun their 2022 election cycle:
  - Units which have already held a 2022 election are authorized to hold one additional election.
  - Only individuals who were ineligible at the time of the first election due to the camping requirement then in effect can be eligible for this second election.
  - To be eligible, the Scout must have met the revised requirements at the time of their first unit's election.
  - This second election must be completed no later than May 1, 2022.

- At the time of their election, youth must be under the age of 21, hold the Scouts BSA First Class rank in their Troop, the Venturing Discovery Award in their Crew, or the Sea Scout Ordinary rank in their Ship, or higher, and following approval by the Scoutmaster, Crew Advisor or Skipper, be elected by the youth members of their unit.
  NOTE: If a Scout is cross-registered, they must meet the appropriate rank requirement for the unit type in which they are elected.

Voting for youth candidates will be based on their spirit of brotherhood, cheerfulness (no matter how tiresome their duties), and a willingness to give unselfish and wholehearted service to others at all times.

Adult Membership qualifications (NOTE: POLICY CHANGE AS OF AUG 5, 2020):

Each year, upon holding a Troop, Crew, or Ship election for youth candidates that results in at least one youth candidate being elected, the unit committee may nominate registered unit adults, 21 years of age or older, to the lodge adult selection committee. **The number of adults nominated can be no more than 2 adults for every 3 youth candidates elected, rounded up where the number of youth candidates is not a multiple of three.** In addition to the 2:3 limit, the unit committee may nominate the currently serving unit leader (but not assistant leaders), as long as he or she has served as unit leader for at least the previous 12 months. Recommendations of the adult selection committee, with the approval of the Scout executive, will be candidates for induction, provided the following conditions are fulfilled:

- Selection of the adult is based on the ability to perform the necessary functions to help the Order fulfill its purpose and is NOT for recognition of service, including current and prior achievements and positions.
- The individual will be an asset to the Order because of demonstrated abilities that fulfill the purpose of the Order.
- The camping requirements set forth for youth members are fulfilled.
- The adult leader's membership will provide a positive example for the growth and development of the youth members of the lodge.

NOTE: ADULTS SHOULD NOT ASSUME APPROVAL AND REGISTER FOR THEIR ORDEAL UNTIL AFTER THEY HAVE RECEIVED A CONFIRMATION LETTER FROM THE ADULT SELECTION COMMITTEE.
Submitting an adult nomination is not an automatic approval. Nominees, after approval by the Adult

Selection Committee, will be notified by a confirmation letter of their selection and invited to take the Ordeal. Failure to follow the established procedure will only delay the adult selection/registration process.

NOTE: Adult Nomination forms are not included as part of this packet but will be made available to the unit at the time the election is held. Nominations must be returned by March 15, 2022.

Adults in Council or District positions:

NOTE: Only the DISTRICT CHAIRMAN, COUNCIL PRESIDENT, SCOUT EXECUTIVE, or MEMBERS OF THE PROFESSIONAL STAFF may propose adults in council or district positions to the lodge Adult Selection Committee for consideration as candidates for induction.

The Adult Nomination form must be used for all recommendations. The Adult nominees, after review and approval by the adult selection committee, and with the concurrence of the Scout Executive, will be notified as to their eligibility for induction. Adults approved by the adult selection committee will be notified by return mail of their nomination as a candidate and will at that time be permitted to register for one of the three Induction weekends planned for 2022.

2022 Adult Nomination forms for District and Council level positions are available from the Camping Promotion & Elections Team Adviser, the Lodge Adviser or the Lodge Staff Adviser.

All requirements set forth for adult Scouters must be fulfilled, with the exception of the camping requirements, which may be waived by the Lodge Adviser and Scout Executive.

Unit Election Procedures

To become a member of the *Order of the Arrow* a Scout is chosen by vote of the youth in his unit. This is a unique feature of the *Order* since the majority of those who select their candidates for this honor are not members of the lodge. However, lodge members in the unit have a vote as well as nonmembers. In this way membership is controlled by the youth in their own units and not by those who are already Arrowmen.

NOTE: It is important that the members of the unit have the membership requirements properly explained to them.

Be sure to discuss what type of an election you will need with your District CP&E Rep.
A virtual election can be arranged.

Registered active member.

In Scouts BSA Troops, Venturing Crews, and Sea Scout Ships, every registered active member of the unit under age 21 at the time of election is eligible to vote.

A Scout who carries a current national membership card and participates in at least some unit activities during the year is considered to be a registered active member of the unit. For example, a youth away at college who participates in some unit activities when home, such as a campout, camporee or occasional unit meeting, should be considered a registered active member.

A youth who moves away or drops out of the unit because of other interests would not be counted in the registered active membership figure.

Unit Election Process

1. The lodge shall determine the time of year unit elections will be held and should inform unit leaders of this by mail well in advance. The lodge, through the unit elections committee, should work with the unit leader in establishing the actual time and place to conduct the election.

2. Hold the election at the time and place determined by the unit leader and have Scouts assembled with their unit leader ready to elect candidates. The *Order* should be represented by a two- or three-member youth team from the lodge or district unit elections committee.

3. Before the election, the OA team must secure from the unit leader verification that at least 50 percent of the registered active unit membership is present. If 50 percent is not present, an election cannot be held. The number registered and the number present are entered in the spaces provided on the unit election report form. If the unit leader is an Arrowman, he may explain to the group the purpose of the *Order of the Arrow* and the basis upon which candidates should be selected and describe the method of election. If the unit leader is not a member of the *Order*, a member of the OA team should make this presentation with the unit leader's consent, demonstrating that election leadership is a cooperative effort of the unit leader and the OA team.

4. The unit leader provides a list of all registered active members of their unit who they have certified as meeting all eligibility requirements, including attitude and participation. The names of these members are entered on the **2022 Youth Election Roster** form and the unit leader signs the certification.

5. The election team leader explains the following to the unit leader:

   This is the current method of election approved by the national OA committee in use by the lodge and supersedes all previous methods.

   All eligible youth who receive votes from at least 50 percent of those who turn in ballots are elected. If no one is elected a second vote may be held immediately and the result of this vote will be final.

6. The election team will state the number of names a voter may list on their ballot by counting the names listed on the **2022 Youth Election** form:

   A voter may list on their ballot any combination of names, including all eligible candidates, who they believe are worthy to become members of the Order of the Arrow.

7. The OA team conducts the election and must be sure to stress the following points:

   - *Select the candidates who, in your opinion, have set the best examples of brotherhood, cheerfulness and service.*
   - *Vote only for those you believe will continue in unselfish service to your troop or team.*
   - *If you feel that no one is worthy, turn in a blank ballot.*
   - *If you feel that all are worthy - write ALL*
   - *If you are new in the unit and do not know the candidates well enough to vote wisely, you may abstain by not turning in a ballot at all; this will not affect the final result.*
   - *If you vote for fewer than the maximum number allowed, you will, in effect, be casting a vote against all others listed.*
   - *Youth eligible for election also vote, and they may vote for themselves if they feel they are worthy.*

8. When the voting is finished, the OA election team counts the number of ballots turned in and enters the numbers on the Unit Election Report form and completes the Youth Election Roster form.

9. The OA team determines the minimum number of votes one must receive to be elected, as follows: If the number of ballots turned in was even (2, 4, 6, 8, etc.), divide this number by two. If the number was

odd (1, 3, 5, 7, etc.), add one and then divide by two. The number of votes a youth must receive to be elected is entered on the report form.

10. The votes are counted in private by the election team and the unit leader to determine who has been elected. All votes count equally. If at least one has been elected, this result is final. If no one is elected, the OA team announces this fact and states that the unit will now be given the opportunity to vote again. Time is allowed for further explanation of the purpose of the *Order* and the election procedures and for any questions. (No information about the votes received by candidates is to be revealed at any time.) The second election is then held immediately and if the unit still elects no one, this is the final result for the year's election. The OA team circles "Y" next to the names of those who have been elected on the Unit Election Report.

Announcement of results

The results of the election will be announced as soon as the Election Team and the unit leader have counted the votes and have determined who was elected. At this time the elected candidates will be recognized in front of their Troop, Crew, or Ship. Instructions for registering for the Ordeal Weekend will be sent to the elected youth directly by the Lodge after the results are received and processed.

The election team will provide the Adult Nomination Form(s) to the Unit Leader or Committee Chairman after a successful unit election.

NOTE: IT IS IMPORTANT THAT THE ELECTION RESULTS BE FORWARDED BY THE CP & E ELECTION TEAM WITHIN 48 HOURS FOR ELECTION PROCESSING TO PROCEED.

Candidate status

After election, a scout remains a candidate until completion of the Ordeal and Ordeal Ceremony. If this period of candidacy exceeds 24 months from the date of the election, the candidate's name is dropped, and they no longer are a candidate. To become a candidate again, they must be reelected. The executive committee of the lodge may extend the 2-year limit between election and induction if a candidate is ill or there are other unusual circumstances. Candidates must inform the Lodge Secretary in writing and send their request to the council service center.

Candidate Ordeal Weekend Reservations

After their election paperwork has been processed, parents will be emailed an initial letter congratulating their scout on their election, explaining what the OA is, and how to register online for one of the three Ordeal Weekends. Candidates will be directed to the Council Calendar in the same manner as regular members register for the weekends. They will have the option to select the **April**, **May**, or **September** weekend date, and should choose the option for **Youth Candidate** when they sign up using the Council registration system. Please help your elected Scouts understand this procedure should they have questions. This way, parents and Scouts know the standard procedure for signing up for OA events. Approved adults should choose the option for **Adult Candidate** when registering.

Candidates – A Friend ! The Elangomat System

Kittatinny Lodge will be utilizing an Extended Elangomat program for candidates. "Elangomat" is the Lenape word for "friend". Once a Scout/Scouter is elected as a candidate, an elangomat will be assigned to them. Their elangomat should be contacting them in person within 2 weeks of their election to answer any questions they may have and to encourage them to register and attend their Ordeal weekend. Elangomats will also be there to greet them when they attend their Ordeal, and be with them through the weekend. They will further encourage them to become active in lodge events, and encourage them to take Brotherhood as soon as they are eligible (which is 6 months after completing their Ordeal).

Brotherhood

Initially the *Order* had only two honors or degrees. The second degree was similar to the present Vigil Honor, the first was a combination of the present Ordeal and Brotherhood status. The members of the *Order* were to be all the same, all one degree, but it was unfair to a new candidate to expect them to know all about the *Order* and agree to its principles however noble. The first degree was separated into two parts, with a waiting period between so the new member could see if this was the type of organization they wanted to associate with. Initially, this significance of Ordeal and Brotherhood was noted, but as the years progressed it gradually became obscure and was not really emphasized. Several years ago, that significance reemerged, and programs and ceremonial parts were changed to correctly focus on the Brotherhood.

The waiting period between induction and eligibility for Brotherhood membership has been reduced to six (6) months. All other requirements are unchanged.

The Brotherhood membership is outlined in the *Order of the Arrow* handbook:

> *From the beginning of the Order in 1915, all members have been equal. There are no ranks. As an Ordeal member you are entitled to all the rights and privileges of membership in the Order. Yet, so important is the induction sequence that the Order strengthened it by creating Brotherhood membership. It is an opportunity for members to evaluate their past service to Scouting (camping and unit involvement) and to the lodge since their Ordeal induction. Brotherhood membership is sought by Arrowmen seeking to reaffirm their belief in the high purposes of the Order. Before becoming a Brotherhood member, each Arrowman makes a special effort to serve their troop, team or crew and to learn about the Order. Each Brotherhood member commits themselves to even more service to Scouting through the Order.*

Completing your Ordeal sets you on the next part of your long and toilsome journey, applying what you learned in your Ordeal to your life. When you have learned about the ideals of the Order and made them a part of your life, you may become a Brotherhood member. Brotherhood membership marks the completion of your induction into the Order of the Arrow.

NOTE: Adults are expected to complete their induction and set the example for youth by completing their Brotherhood within two years of their Ordeal.

2022 OA FEE SCHEDULE

2022 Candidate Fee: **$ 45.00**

Includes the following:

Dues for current year
Weekend Meals
Lodge Flap
OA Handbook
Ordeal Sash

2022 Brotherhood Fee: **$ 22.00**

Includes the following:

Brotherhood Sash
Brotherhood Pin
Postage & Handling Fees

NOTE: Brotherhood fee does not include the weekend fee if taking Brotherhood at one of our 3 service weekends.

Note: All fees (both member and candidate) are non-refundable but can be transferred to a following weekend with one-week prior written notice.

SAMPLE AGENDA

CAMPING PROMOTION-ELECTIONS-PARENT NIGHT

7:00 Unit Opening

7:05 Introduction and Camping Promotion program video / explanation of procedures / questions

7:25 Elections

7:35 Announce election result (if one or more elected)

7:40 Re-election (if needed)

7:45 Announce result of final election

7:50 Continue with regular unit program

KITTATINNY LODGE
PROPOSED 2022 CALENDAR OF EVENTS*

April 22-24	**Camp Service, Ordeal & Brotherhood Weekend** - Lodge Quarterly Business Meeting Sunday Morning, April 24 - Registration Deadline: April 15
May 13-15	**Camp Service, Ordeal & Brotherhood Weekend** - Lodge Quarterly Business Meeting Sunday Morning, May 15 - Election of Officers - Registration Deadline – May 6
June 3-5	**Section NE-6B Conclave** -Hidden Valley Scout Reservation, Loysville, Pa. - Registration Deadline: TBA
June-August	**Summer Camp OA Program** - Weekly Brotherhood Review/Ceremony, Ordeal Candidate Callout Ceremony and Cracker Barrel, and Friday Campfire Recognitions
July 25-30	**NOAC 2022** **-University of Tennessee, Knoxville**
September 16-18	**Camp Service, Ordeal & Brotherhood Weekend** - Lodge Quarterly Business Meeting Sunday Morning, Sept 18 - Registration Deadline: September 9
October 1-2	**Vigil Weekend** - Vigil members and nominees only - Registration Deadline: September 23
November 19	Brotherhood Day
December (TBA)	**Lodge Fellowship Feast & Awards Banquet** Registration Deadline: TBA

All events are open to all members with the exception of the Vigil weekend.

- Lodge Executive Committee (LEC) meetings are generally held the third Sunday of the month at HMSR, in the Kittatinny Room (Ecology Center) at 2:00 pm, with some exceptions. Meetings will be online via Zoom during Covid restrictions. Required for Officers, Chairmen, and Advisers, but open to all lodge members who would like to understand and participate in the workings of the lodge!
- OA/Camp Maintenance/Service Days are scheduled each 2nd Saturday of the year with some exceptions. Adults preferred since most work is unsupervised. Both skilled and general help is needed on these days. Please consider joining us in this important work of the lodge.
- National Order of the Arrow offers national programs open to eligible lodge members throughout the year. This year they will include 5 OA High Adventure Base opportunities (Canadian Odyssey, Ocean Adventure, Summit Experience, Trail Crew, and Wilderness Voyage). For more information, visit: https://oa-bsa.org/high-adventure or speak to a Lodge Officer or Adviser. (Program may be limited due to Covid).
- Check the Lodge website and calendar at kittatinny5.org for the latest updates and changes.
  Also follow us on Facebook, Twitter and Instagram, and announcements in ScoutWire.

* Events and dates subject to change.

2022 Kittatinny Lodge Fees

2022 Lodge Dues: $ 20.00 **Please try to pay by Jan. 31, 2022**

NOTE: Dues renewal notice is typically sent out via email to all active members in the Fall (Nov/Dec). Please pay dues upon notice online at *https://www.kittatinny5.org/dues* as soon as possible after receiving to expedite processing.

Ordeal Candidate:	**$ 45.00**	**Includes all weekend fees, Ordeal candidate materials (book, card, flap, sash) and current year dues.**
OA Weekends:	**$ 25.00**	**Early Registration - Full Weekend**
	$ 30.00	**Late Registration - Full Weekend**
Brotherhood:	**$ 22.00**	**Includes Brotherhood materials (sash and pin).**
		NOTE: Must also pay the regular OA Weekend fee if attending one of our three service weekends.
		NOTE: There is no additional fee if taking Brotherhood during Summer Camp.
Section Conclave	**$40.00**	**Participant Fee**

Special note regarding OA Ordeal Weekends during Covid:

We do not know what things will be like related to Covid and Scouting activities through 2022. We will stay flexible much like we did last year, and ask your continued patience as our youth leaders work with the volunteer staff and Scouting professionals to determine the best way to conduct OA Weekends safely.

If you have questions about this format, talk with your CP&E Unit Election team or contact the Lodge Adviser.