

Camp Panther Hillsborough SY2022-2023

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“Preparing Students for Life”

19 April 2023

MEMORANDUM OF INSTRUCTION

References: CCR 145-2, dtd 12 AUG 2022
Hillsborough County JCLC SOP

SUBJECT: JROTC Cadet Leadership Challenge (JCLC) 2023, Camp Panther Hillsborough

- 1. Purpose.** The purpose of this memorandum is to state, explain and detail the concept and procedures of this year’s Camp Panther Hillsborough JCLC at Camp Flaming Arrow, BSA in Lake Wales, Florida and to assign duties and responsibilities. Adherence to this memorandum is crucial for safety and mission accomplishment.
- 2. Objectives.** The Objectives of JCLC are to:
 - a.** Provide cadets an opportunity to practice leadership skills in an unfamiliar environment.
 - b.** Allow cadets a chance to participate in citizenship building exercises.
 - c.** Give cadets the opportunity to experience living and interacting with their peers from other programs in a military structured environment.
 - d.** Instruct leadership-type skills to cadets in a “hands on” military type environment.
 - e.** Provide an opportunity to participate in adventure training not normally available to cadets.
 - f.** Take advantage of recreational facilities available and to have fun.

3. **General.** Camp Panther Hillsborough JCLC 2023 will be conducted during the period 12-15 JUN 2023 at Camp Flaming Arrow, BSA in Lake Wales, Florida. Cadets, cadre and chaperones will adhere to the following guidance.

a. **Camp Flaming Arrow JCLC Arrival Instructions:** Cadets should arrive at Camp Flaming Arrow on Monday, 12 June between 0900 and 1100 for in-processing and integration into designated company campsites. Transportation to and from Camp Flaming Arrow is the responsibility of each participating JROTC program. All cadets should travel on buses with designated cadre and chaperones also traveling on the buses. All JROTC programs must have at least one cadre member from their school traveling on the buses with their cadets.

b. **Medical Team:** Upon arrival and while still on the buses, cadets will receive a safety briefing from the Camp Panther Hillsborough Medical Team. The Medical Team will discuss safety precautions, medical care procedures, and inquire about allergies and previous heat related illnesses. Cadets must surrender medications to the Medical Team. Instructors must inspect medication containers to ensure that the cadet's name is clearly printed on the label and the dosage is clearly understandable, i.e. "one tablet, twice daily", "take with food", take before bedtime," etc. Medications must be declared and placed on pertinent rosters maintained by the Camp S-1. Medications will be administered as needed by the Camp Panther Hillsborough Medical team.

c. **In-processing:** Following the safety briefing, the responsible cadre will bring the cadet packets with all of the required administrative documents to the Camp Panther Hillsborough S1 in the Headquarters at **Jenkins Hall**. Cadre must ensure the correctness and completion of cadet packet forms before turning them in to the Camp S-1. Incomplete or erroneous forms may cause a significant problem if they are needed for some reason but are not in the packet or filled out incorrectly. After turning in the cadet packets, cadre will be provided colored wrist bands for certain allergies, non-swimmers, and prior heat injuries. The schools that have not yet been issued JCLC T-Shirts should have their cadre come to **Jenkins Hall** to pick up their T-Shirts so they can be provided to the cadets before going to their designated campsites. All cadets will be provided a Brown Bag lunch.

Commented [RT1]: Ask S1 about Jenkins vs Sonders Report in.

Commented [RT2]: Confirm with BSA

d. Clothing and Equipment: The Camp Panther Hillsborough 2023 Clothing and Equipment List is at **Enclosure 1**. Instructors should perform equipment and clothing layouts to make sure that all needed packing items are on hand. Also, cadets will graduate in OCP T-Shirts. They should bring enough OCP T-Shirts to ensure they have a clean OCP T-Shirt for the Graduation ceremony.

e. Training and Operations: The Camp Panther Hillsborough 2023 Training Schedule at **Enclosure 2** specifies each day's required uniform. **Be advised:** The wearing of bikini or revealing clothing is unauthorized for cadets, cadre and chaperones. The wearing of torn clothing is also unauthorized. Cadets wearing improper shorts or pants will be told to wear ACU or OCP trousers and T-Shirt until proper clothing is worn.

f. Arrival Activities: Cadet and Cadre Arrival Day Uniforms is: JCLC Company or JROTC School T-Shirts, Black Gym Shorts, Tennis Shoes, Pistol Belt w/ canteen or Camel Back, and ACU or OCP Cap. Cadets and cadre who have not yet been issued their JCLC T-Shirts should be in T-Shirts that identify their school. Cadets will be assigned to one of four different companies: (Alpha, Bravo, Charlie, or Delta). Female cadets will be integrated into each one of the companies but billeted in separate campsites.

Day 1 will be used primarily for in-processing, setup of campsites, orientation of cadets by company cadre, establishment of company operations, and a Swim Test to determine cadets who are weak swimmers or who cannot swim. There will also be a JCLC Camp Panther Hillsborough 2023 Opening Ceremony, Chaperones Meeting, and afternoon Staff Meeting attended by Cadre Company Commanders, Training Site OICs, Key BSA personnel, and JCLC cadre principal staff members.

g. Primary Training Days: Days 2 & 3 are the primary training days with cadets participating in training activities at the following training sites: 1) Rappelling and & Rockwall; 2) Army Water Survival Training School; 3) Orienteering; 4) Canoeing & Kayaking; 5) Challenging Outdoor Personal Experience - COPE; 6) Leader's Reaction Course - LRC & Rope Bridge. Training Committee OICs will formulate Training CONOPs, Training Site Layouts; Lesson Plans, Coordinating Instructions, Training Safety SOP; & Risk Management Worksheet plans for their respective areas to be placed in Training Site Binders. The evening of Day 2 and 3 will be used for make-up training due to inclement weather. Field Day activities will take place in the evening of Day 3.

- h. Heat and Foot Injuries:** In order to avoid heat and foot injuries, the Cadets will be in T-shirts, black gym shorts, tennis shoes, and OCP or ACU Caps throughout Days 1 & 4. The cadets will only be required to wear boots while rappelling. Every other training activity will be conducted in tennis shoes (water shoes optional at AWST site). Cadets will always have on Pistol Belts with canteens. Camel Packs are also allowed.
- i. Water Events:** In addition to participating in a Swim Test on Day 1, the training is structured so that the cadets participate in a water related activity during training on either Day 2 or 3. Uniform for water events is: Swimming suit, OCP or ACU T-shirt, tennis or closed toe swimming shoes, pistol belt w/canteen and cover or Camel Pack. Female bathing suit must be one-piece and conservative to assure cadet dignity. Females will also wear black gym shorts with their bathing suit. Male bathing suit must cover torso from waist to below the crotch area to assure cadet dignity. Please inform your cadets that “swim shoes” are neither flip-flops nor are they sandals. Cadets will be exposed to surfaces that could cut or scrape the feet.
- j. Cadet OCP and ACUs:** In compliance with 6th Brigade policy governing cadets and the wearing of the OCP or ACU uniform, cadets will not use personal name tags. That includes the back of the OCP or ACU Cap and the right breast pocket of the OCP or ACUs. The only authorized name tags are the name of the school on the right breast pocket and the back of the OCP or ACU Cap. The JROTC name tag can be worn on the left breast pocket. The JROTC unit patch can be worn on the right shoulder. The Cadet Command JROTC patch can be worn on the left shoulder.
- k. Cell phone-iPod Policy:** Cellular phones and other electronic devices ARE NOT allowed at JCLC in accordance with Cadet Command policy. It is highly recommended that cadets leave these devices at home. If they are brought from home, they must be collected by the appropriate cadre prior to arriving at Camp Panther Hillsborough 2023 on Day 1. There is a camp phone manned 24/7 and cadre should provide the Camp Panther Hillsborough phone tree at [Enclosure 3](#) to parents/guardians prior to cadets departing home station. Additionally, cadre are encouraged to give parents/guardians their personal cell number to assure parents/guardians that they will always be able to reach someone in authority if necessary.
- l. Meals:** The lunch meals on Day 1 and Day 4 will be Bag Lunches. Dinner on Day 1 through Breakfast on Day 4 will be in the Dining Facility. Day 4 Lunch will be Bag Lunch. The mealtimes and rotational schedule are indicated on the training schedule.
- m. Billeting:** Cadets and Cadre will be billeted in designated Camp Flaming Arrow BSA campsites and buildings.

- n. Insurance:** Each cadet should have his/her own family health coverage. All cadets from Hillsborough County participating in Camp Panther Hillsborough 2023 have School Insurance of Florida policies which can be used as a supplement for personal family health coverage. Cadre from outside of Hillsborough County must ensure that all cadets have adequate health insurance. Appropriate documents should be in each cadet's packet authorizing medical treatment if needed and proof of insurance. Screening of cadets' health and medication status must be done to ensure cadets are physically prepared for camp.

- 4. Cadre Camp Assignments.** See **Enclosure 4** for Camp Panther Hillsborough 2023 cadre assignments. Cadet Command guidance for instructors on 10-month contracts is as follows: Effective 1 January 2015, the Army will cost-share newly hired instructors for 310 days, which includes 10 days for summer training events. The additional 10 days should be reported to 6th Brigade on a memorandum with the exact dates of summer training events.

5. Coordinating Instructions.

- a. 1 March – 7 May 2023:** Completion of Camp Panther Hillsborough cadet packets and email submission of camp rosters to Camp S1 LTC (Ret) Donald Gunn. Email: donald.gunn@hcps.net. Phone # (813) 744-8120 Ext 266. JCLC Roster Guidance is at **Enclosure 5**. Example roster is at **Enclosure 5A**. Blank JCLC Roster is at **Enclosure 5B**.
- b. 1 March – 7 May 2023:** Names of chaperones and the schools providing them submitted to the Camp CDR and S1. Completed Chaperone packets due to S1 NLT 1 May. Chaperone LOI is at **Enclosure 6**. Required Chaperone Packet forms are at **Enclosure 6A**.
- c. 30 April - 7 May 2023:** Payment for all JCLC T-Shirts should be made by each school to Heger Imaging. Instructions on the ordering and payment for JCLC T-Shirts is at **Enclosure 7**.
- d. 14 April 2023:** Camp Panther Hillsborough IPR conducted at Erwin Technical Center, Room 210, located at 2010 E. Hillsborough Ave, Tampa. All Hillsborough, Pinellas, and Pasco Counties JROTC programs should send a cadre member to the IPR.
- e. 7 – 21 MAY 2023:** Company rosters finalized. The S-1 will inform the JROTC programs of any additional cadet slots resulting from drop-outs from schools who do not have alternates to fill the slot.

- f. **11 June 2023:** Advance Party arrives at Camp Flaming Arrow BSA at noon. The Advance Party consists of the Camp Panther Hillsborough S3, S4, AWST OIC, and Company Commanders. Advance Party will ensure all coordinated equipment and facilities are ready for training.
 - g. **12 June 2023:** Cadets and Cadre should arrive at Camp Flaming Arrow BSA NET 0900 and NLT 1100.
 - h. **14 June 2023** is VIP/Family Day. All visitors are encouraged to visit on Day 3.
 - i. **15 June 2023** – Cadets will be issued Bag Lunches prior to boarding the buses. All buses should depart NLT 1130.
6. POC for this MOI is COL (Ret) Ronald Tucker 813-744-.8900
Ronald.tucker@hcps.net

Signed

RONALD L. TUCKER
COL (Ret), US Army
Hillsborough County DAI/JROTC DRT

18 ENCL/

I would Prioritize/Begin Effective Immediately Enclosures: 5B, 7, 9, 9A, and 16A

Enclosure 1 Clothing and Equipment List: Updated

Enclosure 2 Training Schedule: Updated

Enclosure 3 Phone Tree Contact: Updated

Enclosure 4 Cadre Assignments: Updated

Enclosures 5 Camp Roster Guidance and Requirements: Read Carefully!

Enclosures 5A Camp Roster Example: Self Explanatory

Enclosures 5B Camp Roster Blank:

Enclosures 5C Camp Roster Modified: This is an example of how you can modify it to keep track of things at your end. Yellow highlighted columns I used for tracking at PCHS. This version is for you only. Do not turn this into us.

Enclosure 6 Contract of Release and Liability of Waiver: Self Explanatory

Enclosure 7 Field Trip Medical Release Form: Self Explanatory

Enclosure 8 Cadet Information and Physical Condition Form: Self Explanatory

Enclosure 9 EL2 Physical Form or County Equivalent if different than Hillsborough: This form can be completed at Family Physician Office or Urgent Care Facility.

Enclosure 9A JCLC Medical Waiver Forms: I will send these by 24 April once correct forms are obtained

Enclosure 10 Adventure High Risk Training Parent Approval Letter: Self Explanatory

Enclosure 11 Boy Scouts of America BSA Health Form Part B ONLY! Self Explanatory

Enclosure 12 JCLC Medical Insurance Statement: Self Explanatory

Enclosure 13 JCLC Physical Ability Statement: Self Explanatory

Enclosure 14 Prescription Medication Roster Self Explanatory

Enclosure 15 JCLC T-Shirt Payment Instructions: Self Explanatory

Enclosure 16 Chaperone LOI: Follow the instructions carefully

Enclosure 16A Chaperone Packet Forms: Have new Chaperones complete now. This is about a 4-5 week turn around. Good for 3 years

Enclosure 17 JCLC Orienteering Instructions: Self Explanatory

Enclosure 18 JCLC Canoeing Instructions: Self Explanatory