

HIGH SCHOOL HIKERS ECOLOGY CAMP 2015

April 11-12, 2015

CHAIR: Jamie Tanino

COMMITTEES:

- A. Registration – Pauline / Bob:** Create packet for schools including all required forms; collect registration list and fees from school advisors; transmit fees to treasurer; duplicate registration list for chairs needing names of all participants (T-shirt, First Aid, Program); give total student and adult count to Meal Chair; and keep in contact with all participating clubs.
- B. Camping Logistics – Jamie:** Plan camp layout; prepare site map, stake school signs, set up large group shelters, rent portable toilets if necessary.
- C. Meals & Snacks – Nysten / Darryl:** Determine counts for each meal starting with dinner on Saturday and ending with breakfast on Monday; prepare and distribute lunches to service project site on Sunday; plan and prepare snacks for each night.
- D. Service Projects – Jamie:** Plan and contact service project site; plan logistics for transportation, service project work assignments, equipment, first aid, lunches, and water needs
- E. Saturday Evening Program – Jamie / Chelsey:** Plan evening program and contact presenters; reserve site and arrange transportation.
- F. Sunday Morning Hike – Jamie:** Short hike near Nike Site after breakfast and camp is packed up. Participants back at cars by 11:00 AM.
- G. Evaluation – Pauline:** Create an evaluation survey; distribute and collect responses; write summary report.
- H. Mahalo Gifts – Chelsey:** Purchase and present thank you gifts, leis/honoraria; write letters of appreciation to guest resource people.
- I. Security – Ralph / Fred:** Set up watch hours and responsibilities for camp security; set up communication network and emergency evacuation plan.
- J. First Aid – Allan:** Secure first aid supplies; administer first aid when needed; receive registration list, medical information form and indemnification form from registration chair.
- K. Firewood – Fred / Bob:** Obtain firewood and assign team to light and monitor burning at designated campfire site.
- L. T-Shirts – Sandra:** Determine cost, design, and printing of T-shirts; distribute to schools and guests.
- M. Portapottie and Other Clean-Up - Erron:** Organize schools to clean portapotties and general clean-up of camp site; set up basins for campers to clean personal mess kits.
- N. Photography – Jamie / Allan / Ralph:** Create a visual document of Ecology Camp 2015.