

Webelos-to-Boys Scouts Crossover Ceremony Summary

January 14, 2005

The following document represents the procedure used by Pack 1324 for the entire Webelos-to-Boy Scouts Crossover ceremony for nine Webelos II Scouts from two dens. The event was held at an outdoor amphitheater and Scout Hut made available by Troop 113, located at Salem Lutheran Church in Tomball, Texas. Because a burn ban was in effect campfires were not permitted and smudge pots (Metal cans containing large pieces of Duraflame) were used instead.

The ceremony site was accessible by two paths, one to the back/top of the seating area and one that entered the site from the side. Each path wound through the woods and brush and potential trip hazards were removed prior to the event. A sign and a lantern hung on a shepherd's hook were posted at the entrance to the main ("Family") trail. To insure safe passage the main trail, used by families and guests, was marked with glow sticks hung by twist ties on brush and trees along the entire length of the trail. Bear and Webelos I Scouts, carrying flashlights, escorted family members and guests down the trail to the seating area. The Scout trail to the site was kept dark except for an occasional glow stick to mark the general course of the trail; the boys were escorted by an adult Scouter using a flashlight.

All Duraflame logs and Tiki torches were lit 30 minutes prior to the start of the ceremony. For safety all of the flood lights at the ceremony site were turned on as darkness approached and remained on until the start of the ceremony.

The set up crew arrived at the site around 11 am on the day of the event, prepared the site and Scout Hut, and left. All den leaders and adult leaders and ceremony support volunteers arrived 60 to 90 minutes before the start of the event to double-check everything and get in position to guide arriving Webelos Scouts, families, guests, and Boy Scout Troop representatives.

Individual copies of the Ceremony Program were provided to the following individuals as they arrived:

- Webelos II Den Leaders
- Cubmaster
- Adult Scouter doing opening prayer
- A representative from each Boy Scout troop
- Scoutmaster doing the Scoutmaster minute
- Boy Scout doing the closing prayer
- Crossover ceremony emcee
- Photographers/videographers
- Order of Arrow team

The remaining Programs were given to two Bear or Webelos I Scouts standing at the entrance to the seating area for distribution to families and guests as they arrived.

Ceremony site clean-up consisted of removal of personal items, signs, lanterns, and items that should not be left outside overnight. Cub Scouts were utilized to collect all of the glow sticks and twist ties along the trails. The bridge, torches, buckets, and metal cans at the amphitheater were left overnight. Several adult Scouters returned the next day to pick up trash, straighten everything up, remove the orange flagging markers on the parking area wire fence, and collect items left overnight.

Ceremony Procedure

START TIME	ACTIVITIES (Also see attached site diagram)
6:30	Families escorted by Webelos 1 Scouts to seating area via Family Trail. Boy Scout representatives sit in camp chairs on grassy slope adjacent to benches. Leave lower two benches by grassy slope open for Webelos 2 Scouts. All lights should be on during seating.
6:55	Webelos 2 Scouts escorted by den leaders to two front right benches (next to grassy slope) via the Scout Trail.
7:00	Cubmaster welcomes everyone to Crossover and briefly explains the purpose of the evening and lays the ground rules for the ceremony (e.g. solemn event, no flash photography during the ceremony; picture opportunities will be provided at various times during the ceremony). Color Guard caller should move into place. All lights should be on, or at least enough lights for color guard to see their path to the flag and to illuminate the stage area and flagpole.
7:02	Posting of colors: Color Guard (Webelos 1 Scouts) enter from path down center of seating area benches, proceed to stage; Texas and Pack flag bearers need to position themselves at either end of stage, against front railing; American flag bearer and escorts connect and raise the American flag on fixed flag pole. Everyone recite the Pledge of Allegiance (Texas and Pack flags should be out of stands and dipped during pledge, then placed in their stands at Caller's request), then dismiss color guard.
7:07	Opening prayer (Pack den leader or committee representative-- in Scout uniform).
7:09	Cubmaster presents any final Webelos awards. Turn OFF all lights and go with torch/fire light only at this time.
7:12	Cubmaster expands upon explanation of the purpose of the evening's events, explains the meaning of the Arrow of Light symbol, and identifies Scouting guests (e.g. Troops present, Pack leadership representatives, District personnel)
7:17	Cubmaster delivers final Cubmaster "minute", marking the end of the Cub Scouting trail for the Webelos 2 Scouts present.
7:25	Webelos 2 Scouts and one adult Scouter escort quickly and quietly move to staging area 1. One Webelos 2 Den Leader goes to Arrow table. Other Webelos 2 den leader(s) should move into position at both ends of the stage (but not on the stage). There should be no talking. Cubmaster moves to staging area #2.
7:22	ARROW OF LIGHT CEREMONY; presentation of arrows (using alphabetical order): <ol style="list-style-type: none">a. Drum begins sounding and the OA Chief (Akela) and team (Medicine man and one or more Guides enter slowly down Scout trail and then begin the ceremony.b. The Guide walks over to staging area #1 and has the Webelos follow him to the first bench near the Cub Scout fire.c. The Medicine Man moves to Arrow table. Den Leader at hands him an arrow from the Arrow Table and whispers to him the name of the boy to whom the arrow will be presented. They quietly repeat the name back and forth until the Medicine Man is pronouncing it correctly.d. Medicine Man takes the arrow to the Chief, tells him who it belongs to, and returns to the Arrow table.e. Chief examines the arrow and pronounces it "Worthy" or "Not worthy."f. If arrow is found "Not worthy" then it is broken and thrown into the Cub Scout fire; another arrow is then delivered by the Medicine Man.

- g. If the arrow is found "Worthy" then the boy's name is called. The Guide escorts the Scout from front bench to the Chief where the arrow is presented to the Scout.
- h. The Scout then proceeds to the stage behind the Chief, standing to the far end at the Chief's right. He should hold his arrow in front of his body for the audience to see.
- i. Steps C-H are repeated for the next Scout; each Scout lines up on the deck next to the boy that preceded him, forming a shoulder-to-shoulder line.
- j. Once all of the Scouts have received their arrows they will be recognized as a group.
- k. The Chief and team slowly leave the area.
- l. The lights are brought up for some brief pictures.
- m. The lights are turned off. The Den Leaders by the deck collect each Scout's AOL arrow and return it to the Arrow table for safe keeping.
- n. OA team returns and the Chief calls for a dance for all of the Scouts.
- o. At the end of the dance and the Webelos 2 Scouts, Den Leaders all quickly move to staging area #2, along the far end of the benches (at the Cub Scout fire end). The Cubmaster moves into position beside the Cub Scout fire pit. The OA team leaves again.
- p. The AOL ceremony is concluded.

8:00 CROSSOVER CEREMONY:

- a. Crossover Emcee (A Pack ACM or other Pack leader – in uniform) moves into position behind the Crossover bridge and between the Cub Scout and Boy Scout fires.
- b. Emcee explains the meaning of the Crossover ceremony and the significance of the two fire pits and the bridge.
- c. Emcee calls for the representatives of one of the Boy Scout Troops to advance to their place at the end of the bridge by the Boy Scout fire.
- d. Emcee calls the name of a Scout crossing over to the receiving troop at the bridge.
- e. Shoulder loops, Webelos neckerchief, and slide are removed from the named Scout by the Den Leaders and placed in a labeled bag. He is then handed a torch by one of the den leaders and offers each a final Cub Scout handshake.
- f. Scout advances to the Cub Scout fire pit and offers a Cub Scout handshake to the Cubmaster. Cubmaster then assists the Scout in lighting his torch from the leftmost lit Tiki torch (in the Cub Scout fire pit).
- g. The Scout then crosses the bridge carrying the lit torch. At the same time the Cubmaster extinguishes the Tiki torch that the Scout lit his torch from.
- h. At the Boy Scout fire pit the Scout uses his torch to light the rightmost unlit Tiki torch.
- i. Scout then dips his torch into the bucket of water (surrounded by wood logs) beside the fire pit.
- j. The Boy Scout representatives from the receiving troop then adorn the Scout with his new shoulder loops, neckerchief, etc. He then offers a Boy Scout style handshake to each of the Boy Scouts of his new Troop and is officially received by the troop.
- k. Emcee names the next Scout joining the represented troop at the bridge; steps D-J are repeated.
- l. Once all of the new boys joining the represented Troop have crossed over then any adult Scouters advancing into Troop leadership/committee membership are announced and cross over.
- m. Once all Scouts and parents have crossed over to their new Troop that Troop and the new members move aside and sit down at one of the available benches or stand on the grassy slope.
- n. Steps C-M are repeated for each subsequent Troop.
- o. When all of the boys have been received by their new troops the lights are turned on and the Emcee has a leader from each troop introduce himself or herself and the fellow troop representatives present this evening.
- p. Once the introductions are completed the Emcee calls for each troop and new members to sequentially stand on the stage for pictures by the families and guests.
- q. At the end of the "Kodak moments" the Emcee invites a Scoutmaster to come forward and then moves away and is seated.
- r. The permanent lights are turned off again.

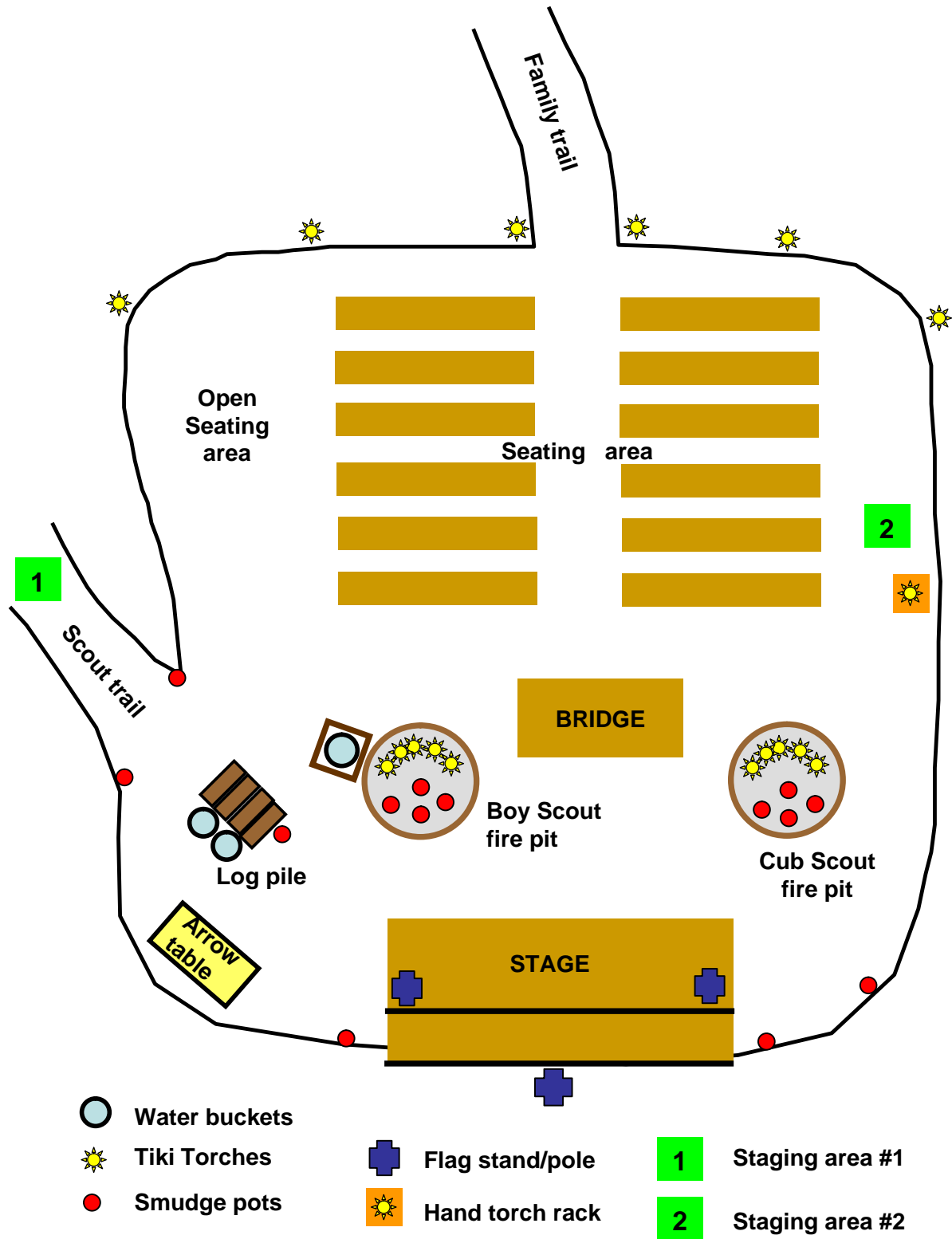
- 8:20 Scoutmaster from one of the Troops present comes near the bridge, by the Boy Scout fire and delivers a Scoutmaster Minute pertaining to the boys' new beginning as Boy Scouts and the next major part of the Eagle Trail. This address should also serve to highlight this juncture as the goal of every Cub Scout still present (to become a Boy Scout).
- 8:25 Closing prayer (offered by a representative SPL or Troop representative). Turn on the permanent lights at the end of the prayer.
- 8:27 Retrieve the Colors: Use a Color Guard made up of representative Boy Scouts. At Caller's command the Scouts should advance to their positions by the three flags and lower and fold the American flag; The Texas and Pack flags are dipped during the retrieving and folding of the American flag. Entire Color Guard then leaves the stage and proceeds to the start of the path between the benches where they are dismissed.
- 8:32 Dismissal of Boy Scouts to Scout Hut (by Emcee).
- 8:34 Dismissal of Parents, families, and guests to Scout Hut (by Emcee).

REQUIRED ROLES FOR CEREMONY

Individuals need to be identified in advance to fill the following jobs for the ceremony:

- Bear and/or Webelos I Scouts to guide families down path to seating area
- Two Bear and/or Webelos I Scouts to hand out Crossover Program to guests
- Adult Scouter to escort Webelos II Scouts to ceremony site and during first half of ceremony
- Webelos 2 Den Leaders
- Cubmaster
- Webelos I Scouts for opening flag ceremony
- Adult Scouter, in uniform, for opening prayer
- Order of Arrow team for Arrow of Light (arrow presentation) ceremony
- Crossover Emcee (Adult Scouter from Pack, in uniform)
- Scoutmaster from one of the Troops present to receive new Boy Scouts for Scoutmaster minute
- Boy Scout representative for closing prayer
- Boy Scout representatives for closing flag ceremony
- Adults or Adult Scouters (not from Webelos II families) to help serve punch and cake

CEREMONY SITE MAP



PRE-CROSSOVER DUTIES

At Scout Hut Parking Lot:

- Unlock and open gate to parking lot.
- Set up signs to guide families and guests down Family Trail.
- Wrap parking lot fence wires with bright orange plastic tape to make the wires visible.
- Stage two adults or Webelos 1 Scouts in parking lot to guide families and guests to Family Trail to seating area. Should guide Webelos 2 Scouts to meet their Den Leaders at the large flag pole by the path to the Scout Hut.

In Scout Hut:

- Unlock all doors to Scout Hut and turn on interior and exterior lights.
- Cover Cake and Punch tables with table cloths.
- Set out cake, cake knife, plates, flatware, and napkins at one table.
- Set out cups, drinks, punch bowl, ladle, and napkins at another table.
- Put ice chest(s) along side table? Need bowl on table to hold ice along with some tongs or a large spoon to get the ice into the cups?
- Set up American flag in good spot for pictures and where the Pack and Texas flags and AOL arrows tripod can be posted alongside it.
- Be sure trash bags are in all garbage cans.
- Have someone set out cups and put ice in them just before end of outdoor ceremony.

At ceremony area:

- Be sure Webelos 1 and 2 Scouts are properly and neatly dressed.
- Check that ceremony site is clean.
- Set up several lanterns on lantern hangers along the Family Trail to mark the path to the seating area.
- Place Crossover bridge at back of ceremony area, to audience's right.
- Build two fires; one for Cub Scouts (should be on audience's left, near staging area 2) and one for Boy Scouts.
- Boy Scout fire should consist of a central wood stack surrounded by nine Duraflame logs in a radiating pattern so each can be lit separately.
- Light Cub Scout fire 40 minutes before ceremony is to start. Do NOT light the Boy Scout fire ahead of time.
- Set Crossover torches in bucket beside Cub Scout fire in such a manner that no one will trip over them during the preceding activities.
- Set two shovels and a metal rake at either end of the "bridge" behind the Deck.
- Set up two large buckets with water, one on either side of the Deck behind the ceremony area.
- Set a fire extinguisher at the Deck, under the front bridge railing in front of the American flag pole.
- Be sure hose is uncoiled and end of hose is moved to edge of Deck. Check that water faucet is accessible, pit is free of snakes, and that the water is flowing properly.
- Cover the hose area with a sheet of plywood.
- Rope off back boundary of ceremony site?
- Rope off ceremony site at base of seating area until start of ceremony?
- Place table (covered with an Indian blanket) or tripod to hold AOL arrows at back of ceremony area, to right of the Deck.
- Set up pathway torches along main path ("Family Trail") that will be taken by parents and guests.

- Set up Pack and Texas flags (in stands) at both ends of the Deck behind the ceremony area; put the flags just in front of the bridge railing at the back of the deck area.
- Bring American flag to AOL arrow table to keep until given to Webelos 1 Scouts (Color Guard) that will attach and raise the flag at the opening.
- Each Den Leader should collect his boys' AOL arrows and put them on the AOL arrow table or tripod.
- Turn on ALL permanent lights to illuminate ceremony area while people are being seated. Turn off all but one light at start of ceremony.
- Have Boy Scouts from receiving Troops seat up their camp chairs on the grassy slope adjacent to the public seating benches; next to staging area 1.
- Set flashlight at AOL arrow table or tripod for Akela Assistant 1 and Den Leader.
- Provide flashlights to each of the Webelos 1 Scouts that will be escorting the parents and guests to the seating area.
- Provide flashlight for Den Leaders, Cubmaster, and Crossover Emcee.
- Pre-label nine plastic, gallon-size storage bags with the name of each Webelos 2 Scout and give bags to a parent to collect each boy's removed Cub Scout items when he is received by his new Troop. This parent will need to sit at the front bench near the Boy Scout fire to collect the items.

POST-CROSSOVER DUTIES

At ceremony area:

- Kill both fires and all torches thoroughly.
- Collect torch bucket.
- Collect empty water buckets after using the water in them to douse the fires and torches.
- Remove pathway lanterns.
- Take Pack and Texas flags to Scout Hut for display.
- Take American flag to Scout Hut for display with other flags.
- Take bridge back to Scout Hut and put near flags and Arrow table/tripod.
- Collect AOL arrow table and blanket (or tripod) and arrows; take to Scout Hut..
- Set up tripod or table inside Scout Hut to hold AOL arrows near flags to serve as backdrop for pictures during reception.
- Recoil hose and be sure water is turned off.
- Collect fire extinguisher.
- Collect the two shovels and metal rake at either end of the "bridge" behind the Deck.
- Check seating area for dropped items, left purses, etc.
- Pick up any litter at ceremony site.
- Turn off permanent lights.

In Scout Hut:

- Give each boy the Cub Scout items (in labeled plastic bags) that he took off when he received his new items from his new Troop.
- Get flashlights back from Webelos 1 Scouts, Webelos 2 Scout escorts, Akela assistant(s), Den Leaders, and Cubmaster
- Pick up trash.
- Clean kitchen area.
- Tie up and remove trash bags from garbage cans (Can we leave it in Scout Hut or do we have to take it away with us?).
- Collect table cloths
- Collect punch bowl, extra cups, plates, napkins, flatware, and serving utensils.
- Roll up flags on poles and refold American flag to be returned to storage.
- Be sure each boy takes his AOL arrow home with him.
- Collect AOL arrow tripod or table and blanket.
- Take bridge and flags to truck for return to Pack storage shed.
- Turn out interior and exterior lights and lock all doors.

In Scout Hut Parking Lot area:

- Remove bright orange tape marking parking lot fence.
- Remove signs to Family Trail.
- Pick up any litter outside of Scout Hut and in parking lot.
- Close and lock gate to parking lot

MISCELLANEOUS:

- Remind all ceremony participants of ceremony day/time a couple of days before event.
- Meet with OA Team to verify what they will be doing, what they need from us, and how long they expect the AOL ceremony to take.
- Each item “borrowed” for the ceremony should have the owner’s name on it.
- Webelos 2 attire for ceremony: Class A shirt, Webelos neckerchief and appropriate slide, Scout belt, blue jeans (no green Boy Scout pants and no shorts), appropriate shoes (no flip-flops or sandals). Scout uniform should be pressed and looking sharp! RECOMMENDATION: If cold weather, have boys wear long-sleeved shirt under Class A shirt; sleeves should only be grey, black, or navy blue and lack any writing or other markings.
- Contact all Boy Scout Troops to arrange for presence of representatives to receive the Webelos 2 Scouts.
- Find out what items each Troop provides to its new Scouts (neckerchief, slide, shoulder eplets, BSA Handbook?)
- Tell Boy Scouts to bring camp chairs and plan to arrive **by 6:30** to provide time to explain the ceremony sequence and expectations. Call each Troop’s contact person to remind them of the ceremony day/time a couple of days before event.

SUPPLIES:

- Gate key
- Scout Hut key
- Flashlights
- Bright orange plastic tape – to mark wire fence around parking area
- Kindling/tinder
- Fuel wood for fires
- Duraflame logs – Enough to fill each smudge pot twice during the ceremony
- Charcoal briquets?
- Butane lighter for fire (2)
- Lighter fluid
- Lanterns and hanging poles for Family Path (5 of each)?
- Signs for parking lot, noting Family Trail trailhead
- Signs for Family Trail
- Shovels (2)
- Metal rake
- Five-gallon buckets to fill with water (2)
- Torch bucket
- Torches (9)
- Crossover bridge
- 4' plastic table (use as AOL Arrow table)
- Indian Blanket
- American flag (folded)
- American flag on pole, with stand
- Texas flag on pole, with stand
- Pack flag, with stand
- Gallon-size plastic storage bags, with each Webelos 2 Scout's name (9)
- AOL arrows (supplied by Scouts' parents)
- Cake (for 60)
- Punch ingredients (for 60)
- Ice Chest with Ice
- Flatware -- forks
- Cake knife
- Cake server
- Napkins
- Plates
- Ladle
- Cups
- Table cloths (2)
- 30-gallon trash bags
- Extra camp chairs?

SITE PREPARATION PICTURES:

Overall view of ceremony site from family seating area:



The basic ceremony site components include:

1. Bridge in center for crossover ceremony
2. Two fire pits, each with one torch for each boy crossing over: Cub Scout pit to left and Boy Scout pit to right.
3. Metal cans inside fire pits: a large piece of a Duraflame log was placed in each and burned for illumination and effect during the entire ceremony. New pieces were added during the ceremony as time allowed and as needed when logs burned entirely up.
4. Bucket with water hidden among a log pile to the right of the Boy Scout fire pit. This was used to extinguish hand-held torches after each Scout had crossed the bridge and lit a Boy Scout torch.
5. Stage area in rear: American flag flown from flag pole at rear. Texas and Pack flags were placed in stands on stage placed at either end of the stage, just in front of the railing (the ones seen here were moved back before the ceremony began). The Scouts stood on this stage after each received his arrow.
6. Arrow table to rear of Boy Scout fire, at far right.
7. Flood lights in two trees to the right and left. Turned on as needed during the ceremony.

Overall view of ceremony site from Scout path.



Cub Scout fire pit with torches. Note flag stands on stage (these were later moved back to the sit juts in front of the railing). Note log behind some torches to provide support and stability.



Boy Scout fire pit with torches; note blanket-covered Arrow table behind to the right.



Boy Scout fire pit with torches. Note smudge pots (metal cans) inside fire ring in which Duraflame logs were burned during ceremony. Bucket for extinguishing hand-held torches, to front right of fire ring, is surrounded by logs to hide it.



Family & Guests seating area.



Entrance to Family & Guests seating area. Tiki torches were attached to the two posts on either side of the path at the top of the ramp.



View from stage of Cub Scout fire pit side of the ceremony site. Note the open area to the right of the seating area benches; this is where the Webelos and Den Leaders gathered after the Arrow of Light ceremony (this was Staging Area #2). The Scouts began here for the actual crossover ceremony.



View from stage of Boy Scout fire pit side of the ceremony site.



View from stage of Scout path leading to the ceremony site. The Webelos were escorted to the ceremony along this path and the OA team arrived and departed via this path for the AOL ceremony. Note the Arrow table at the back of the ceremony site and the log pile behind which three fire emergency buckets full of water, extra Duraflame log pieces, a lantern, and a rake and shovel were hidden.



Group picture of Webelos Scouts and Den Leaders with Order of Arrow team immediately after Arrow of Light ceremony. Note Pack and Texas flags behind the Scouts and American flag on pole in rear. At this point in the ceremony only the Tiki torches in the Cub Scout fire pit were burning. Duraflame log pieces were burning in the metal cans (“smudge pots”) in both fire pits. Two overhead flood lights were on during this photo opportunity; it would be best to allow those taking pictures to come forward so the camera flash will be more effective.

