



BOY SCOUTS OF AMERICA

Troop 242, Washington, Iowa

Wauhawk District, Hawkeye Area Council

TROOP HANDBOOK

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Troop 242 Contact Numbers

Hawkeye Area Council
 660 32nd Avenue SW
 Cedar Rapids, IA
 Phone: (319) 862-0541
 Fax: (319) 862-0544

POSITION	NAME	PHONE OR EMAIL
District Executive	Andy Zahn	(319) 354-6405 <i>azahn@hawkeyebsa.org</i>
Unit Commissioner	Edwin Hancock	(319) 653-4851 <i>edwinewingh@mycidco.com</i>
Committee Chair	Deb Shepherd	(319) 657-2552 <i>d_shepherd@yahoo.com</i>
Scoutmaster	Dave Capper	(319) 653-6120 <i>djcapper@juno.com</i>
Assistant Scoutmaster	Nancy Grubb	(319) 653-2157 <i>ngrubb@iowatelecom.net</i>
Assistant Scoutmaster	Tom Sieren	(319) 646-2781 <i>t_slick75@hotmail.com</i>
Assistant Scoutmaster	Devon Schrock	(319) 653-4272 <i>schrock@lisco.net</i>
Advancement Chair	Lori Bauer	(319) 653-2326 <i>rlcmbauer@hotmail.com</i>
Outdoor Chair	Mike Mitchell	(319) 658-3116 <i>mitchell204@iowatelecom.net</i>
Quartermaster	Jim Blakeney	(319) 653-4229 <i>grandpajim00@hotmail.com</i>
Secretary	Rhonda England	(319) 653-7079 <i>rkengland@juno.com</i>
Treasurer	Tom Dayton	(319) 653-6134
Scouting for Food Chair	Kim Charlier	(319) 653-7935 <i>kcharlierfrg@hotmail.com</i>
Fundraising Chair	Currently Available	

Glossary Of Terms

Term or Abbreviation	
APL	Assistant Patrol Leader
ASM	Assistant Scoutmaster
ASPL	Assistant Senior Patrol Leader
BOR	Board of Review
CC	Committee Chair
Friends of Scouting (FOS)	Annual fundraiser by Council (FOS)
Jamboree	Scout meeting or camp on grand scale
JAS	Junior Assistant Scoutmaster
JLT	Junior Leader Training
PL	Patrol Leader
PLC	Patrol Leaders Council
OA	Order of the Arrow
Order of the Arrow	Boy Scouting's National Honor Society that seeks to recognize Scouts and Scouters who, as campers, best exemplify the Scout Oath and Scout Law in their daily lives.
QM	Quartermaster
RT	Roundtable
Scouting for Food (SOF)	Across the country, nearly 4 million Scouts and adult leaders distribute and collect bags of food for their local community food banks.
SM	Scoutmaster
SPL	Senior Patrol Leader
Wood Badge	The Boy Scout Leader Wood Badge course is the advanced training program for Boy Scout troop leaders. It is designed to train Scoutmasters, Assistant Scoutmasters, and other Scouters directly involved with Boy Scout troop operation. Its purpose is to aid Boy Scout troop leaders in providing a quality program that will enable each Scout to grow to his greatest potential.

What Is It All About?

Find out what Boy Scouts of America has to offer.

There are three aims to scouting:

Aim 1 - To Build Character

Aim 2 - To Foster Citizenship

Aim 3 - To Develop Fitness

These three aims represent the long-term outcomes we want for every boy. It is the mission of the Boy Scouts of America to serve others by helping to instill values in young people, and in other ways to prepare them to make ethical choices over their lifetime in achieving their full potential.

The values we strive to instill are based on those found in the Boy Scout Oath and Law.

BOY SCOUT OATH: On my honor I will do my best, to do my duty to God and my country and to obey the Scout Law. To help other people at all times, to keep myself physically strong, mentally awake, and morally straight.

BOY SCOUT LAW: A scout is Trustworthy, Loyal, Helpful, Friendly, Courteous, Kind, Obedient, Cheerful, Thrifty, Brave, Clean, Reverent.

Youth-Run Troop

Troop 242 is a **youth-run** organization. The Scouts at an annual planning meeting and during monthly Patrol Leaders Council (PLC) meetings plan the programs, activities and events of the troop. The adult leaders advise and guide the Scouts, providing support and encouragement, and act as positive role models. The decisions of youth leaders will only be vetoed by the adult leaders for matters of safety or for compliance with the policies and regulations of the Boy Scouts of America and Hawkeye Area Council. The Committee typically plans Service Hour Projects and the Fundraising Chair typically plans the fundraisers for the troop.

One of the Methods of Scouting is leadership development. The Scouts learn by doing, planning, organization, and decision-making; and as they learn these skills they acquire increasing responsibility. However, the learning is guided. The youth leaders receive training from the adult leaders at Junior Leader Training (JLT) courses when available. Specific training and advice for the various youth leadership positions are also provided. Ample leadership opportunities exist within the troop, both short-term and long-term, individual and shared. "In Scouting, boys learn to be effective leaders... and to be good followers." (*Scoutmaster Handbook*, 9th edition, p. 9)

Troop Organization

The following descriptions highlight areas within the troop's organization. Troop 242 is part of Boy Scouts of America, Wauhawk District, Hawkeye Area Council. The troop's organization consists of the Chartering Organization, the Troop Committee, the Boy Scouts and their parents.

CHARTERING ORGANIZATION: The Washington United Methodist Church is the Chartering Organization for Troop 242. The charter allows the church to host a BSA troop for its community and youth objectives.

TROOP COMMITTEE: The Troop Committee is a group of adults, generally parents of Scouts, who support the troop by insuring that the troop's adult leadership is adequate, by providing various support functions, by delivering a quality troop program, and by handling troop administration. The Troop Committee also helps to raise the funds needed for equipment and operating expenses. The adult leaders will act primarily as advisors giving maximum opportunity for the Scouts to show responsibility.

Troop Organization (cont.)

Troop Committee meetings are held the second Wednesday of each month at the Washington United Methodist Church in the Wesley Center beginning at 7:00 PM. Parents are encouraged to attend these meetings.

The Troop Committee consists of a Chartering Organization Representative, Committee Chair, Scoutmaster, Assistant Scoutmaster(s), Advancement Chair, Fundraising Chair, Outdoor Chair, Quartermaster, Secretary, Treasurer and interested parents. The following gives a brief overview of each representative:

Chartering Organization Representative: The Chartering Organization Representative's primary responsibility is to help the unit to be successful and to provide coordination between the chartered organization and scouting.

Committee Chair: The Committee Chair serves as the "chair of the board," the board being the Troop Committee.

Scoutmaster: The Scoutmaster is responsible for overseeing the operations of the troop. The Scoutmaster's main responsibility is the Scouts of the troop.

Assistant Scoutmaster: Aside from being responsible for particular functions, each Assistant Scoutmaster acts as an advisor to the patrols.

Advancement Chair: Responsible for the administration of the troop advancement program, the Advancement Chair keeps records and prepares reports for submission to the Council.

Fundraising Chair: Researches and recommends fundraising projects to meet the troops financial requirements. Organizes volunteers to assist in fundraising. Obtains approval from Troop Committee.

Outdoor Chair: Responsible for organization of outdoor activities, including summer camps.

Quartermaster: Responsible for working with the Troop Quartermaster in the organization, control and maintenance of troop equipment.

Secretary: Attends all committee meetings and takes minutes.

Treasurer: Attends all committee meetings providing a treasury report and maintains the organization's treasury.

Boy Scout Troop Organization

Troop 242 operates under the Patrol Method of Scouting as developed by Lord Robert Baden-Powell of Great Britain in the early 1900's. This is one of the best methods for developing leadership and responsibility. A patrol should consist of 6-8 Scouts under the leadership of a Scout, elected by the patrol to be its Patrol Leader. Through their Patrol Leader and the Patrol Leaders Council, chaired by the Senior Patrol Leader, Scouts have input into the program of the troop and are able to get the latest information on upcoming events and activities. The patrol serves to ease communication within the troop.

A general election by the entire troop will be conducted for Assistant Senior Patrol Leader in November and in May of each year. The current Assistant Senior Patrol Leader will automatically assume the position of Senior Patrol Leader. If for any reason the current Assistant Senior Patrol Leader is unable to fulfill the duties of Senior Patrol Leader, a new Senior Patrol Leader will be elected by the entire troop. The outgoing Senior Patrol Leader will preside over the election, accepting nominations and supervising the collection of ballots. Voting will be conducted by secret ballot. The Scoutmaster or an Assistant Scoutmaster and the outgoing Senior Patrol Leader will count and verify the vote. The candidate receiving a simple majority of the members present will be declared winner. If more than two boys are running for a position and no-one receives the majority of the votes, a revote will be taken between the two candidates until one candidate receives a majority of the votes.

BOY LEADERSHIP POSITIONS

Elected positions:

Senior Patrol Leader -- ASPL moves into position after serving 6 mo. as ASPL
 Assistant Senior Patrol Leader -- Elected by the troop
 Patrol Leader -- Elected by individual patrols members

Appointed positions:

Assistant Patrol Leader -- Appointed by the Patrol members
 Chaplain's Aide -- Appointed by the Senior Patrol Leader
 Historian -- Appointed by the Senior Patrol Leader
 Junior Assistant Scoutmaster -- Appointed by the Scoutmaster
 Librarian -- Appointed by the Senior Patrol Leader
 Quartermaster -- Appointed by the Senior Patrol Leader
 Scribe -- Appointed by the Senior Patrol Leader
 Troop Guide -- Appointed by Scoutmaster

Boy Scout Troop Organization (cont.)

BOY LEADERSHIP DESCRIPTIONS AND QUALIFICATIONS:

Senior Patrol Leader: The Senior Patrol Leader (SPL) is the boy leader of the troop. After having served as ASPL for a six-month period, the Scout moves into the SPL position for a six-month period. He sets the agenda and presides at all Patrol Leaders Council meetings, runs the weekly troop meetings and appoints other boy leaders, assigning specific responsibilities as needed. The Senior Patrol Leader is under the direction of the Scoutmaster and Assistant Scoutmaster(s).

Assistant Senior Patrol Leader: The Assistant Senior Patrol Leader (ASPL), also elected by the troop, assists the Senior Patrol Leader in conducting meetings. He acts as the Senior Patrol Leader in the Senior Patrol Leader's absence. The ASPL is usually a senior Scout, works with the SPL learning leadership qualities and stepping in when the SPL is unavailable. The ASPL will advance to SPL after having served for six months in this position. Each Scout running for the office of Assistant Senior Patrol Leader must be a First Class Scout, must have served as a Patrol Leader, must be 13 years of age and must have attended (or agree to attend) Junior Leader Training when available.

Patrol Leader: Patrol Leaders are responsible for their individual patrols at all times. They preside at patrol meetings, as well as control their patrol during troop functions. They represent their patrol at Patrol Leaders Council meetings and report to the Senior Patrol Leader for all matters concerning their patrol. Patrol Leaders are elected by their patrols. Each Scout running for the office of Patrol Leader must be at least Second Class Scout.

Assistant Patrol Leader: The Assistant Patrol leader leads the patrol in the Patrol Leader's absence.

Chaplain's Aide: The Chaplain's Aide works with the Troop Chaplain to meet the religious needs of Scouts in the troop. He also works to promote the religious emblems program.

Historian: The historian keeps a historical record or scrapbook of troop activities.

Boy Scout Troop Organization (cont.)

Junior Assistant Scoutmaster: The Junior Assistant Scoutmaster (JAS) serves in the capacity of an Assistant Scoutmaster except where legal age and maturity are required. He must be at least 16 years old and not yet 18. The Scoutmaster appoints him because of his leadership ability. He reports to the Scoutmaster.

Librarian: The Librarian takes care of troop literature.

Quartermaster: The Troop Quartermaster keeps track of troop equipment and sees that it is in good working order.

Scribe: The Scribe keeps the troop records. He records the activities of the Patrol Leaders Council and keeps a record of dues, advancement, and Scout attendance at troop meetings.

Troop Guide: The Troop Guide works with new Scouts. He helps them feel comfortable and earn their First Class rank in their first year.

Patrol Leaders Council: The Senior Patrol Leader, the Assistant Senior Patrol Leader, the Patrol Leaders and the Scribe form the Patrol Leaders Council (PLC). The PLC meets monthly to plan weekly meetings and monthly events, to discuss problems and to make recommendations on improving troop operations. The PLC meets under the supervision of the Scoutmaster and/or Assistant Scoutmaster(s). Troop 242's PLC meets the first Monday of each month.

Junior Leader Training: When instructors are available, the Council will offer a Junior Leader Training (JLT) course. In the past, Troop 242 has offered a local JLT course in conjunction with other troops in the surrounding area. For a Scout to be eligible to hold a troop leadership position he must have attended JLT for his **current position**, or agree to attend the next available course.

Parent Participation

The adults who provide supervision, support and time to make Troop 242 a success are volunteers. They will need your help. How you support your son's troop depends on your talent and available time. Both mothers and fathers can give a few hours to provide transportation, help maintain troop equipment, be a Merit Badge Counselor, serve on the Troop Committee or serve in other leadership positions. Whatever your volunteer role, the troop needs you to keep

Parent Participation (cont.)

operating as a quality unit, which makes our troop worthy of the fine Scouts it serves. Good parental support consists of all of the following:

- Make sure your son attends as many activities as possible and is ready for them.
- Encourage your son in his Scout advancement.
- Take an active interest in all his Scouting activities.
- Attend *Court of Honor/Awards Night*.
- Become active in the Troop Committee.
- Support fundraisers as set by the troop.

VOLUNTEER OPPORTUNITIES:

Merit Badge Counselors, special committee members and drivers are just a few of the ways for parents to assist the leaders and Troop Committee. PLEASE SHARE YOUR TALENTS AND GET INVOLVED. You should receive a *Troop Resource Survey* when your son joins the troop. Please fill this out and return it to one of the leaders. Show your son that you support the program you want him to be involved with. He will appreciate your involvement. The program will be no better than you make it!

Troop Meetings

Troop meetings are held three to four times a month on Monday evenings from 7:00-8:30 PM at Lincoln Elementary School in Washington, Iowa. Some meetings may be held at Pete Jeffries Timber instead of Lincoln School. The first Monday of each month is reserved for the PLC and QM meetings and no regular troop meeting will be held. During the summer months, no weekly meetings are held, however, campouts are still scheduled monthly and there may be other events held as well (such as service hours events or fundraisers). Scouts should refer to their Monthly News Update or the troop website for current meetings schedules and locations.

Meetings begin promptly at 7:00 PM with an opening flag ceremony, followed by the program, a troop game, announcements at 8:15 PM (**which parents should attend**) and a closing ritual. Please arrange for your son to be picked up no later than 8:30 PM so that adult leaders may leave immediately following the meeting.

Troop Outings

Troop overnight or weekend campouts will be scheduled approximately ten times a year. The Patrol Leaders Council (PLC), with the approval/supervision of the Scoutmaster and/or Assistant Scoutmaster(s), plans these. The troop usually attends Summer Camp each year. Summer Camp consists of 7 days and 6 nights of camping. Troop 242 traditionally attends the Hawkeye Area Council Summer Camp, which is located approximately 7 miles from Waubeek, Iowa (NE of Cedar Rapids, Iowa), but at times the Scouts choose to attend an out-of-council camp. Other high adventure camps are planned for the older Boy Scouts (age 14 and older). Scouts meet at a designated time at the *Scout Shed* located at **614 S. 8th Avenue** in Washington for all campouts unless notified otherwise. An approximate time is given for return from a campout before leaving, so parents should be available by phone around the given time. A phone call is typically made to parents as the Scouts are nearing Washington if a designated return time was not specified. All Scouts who plan to attend a troop weekend campout should make a commitment no later than the troop meeting prior to the campout. A maximum charge of \$5.00 per scout will be collected prior to leaving for an overnight or weekend campout. If the Scouts have planned an activity for which there is a specific charge, the fee may be higher. There is no adult fee required for adults attending and we encourage all adults (parents included) to sign up early. There must be a minimum of two adults (one of which must have taken Boy Scout Leader Training) for each campout. Due to troop insurance reasons, permission slips are required before a Scout attends a campout. **Scouts should record all their activities in their Scout handbook.**

If enough boys attend, each patrol will camp as a patrol in the troop campsite and will be responsible for their area of the campsite; otherwise, they will camp as one patrol. All persons must be prepared for the prevailing weather and activities. Late arrivals and early departures for campouts will be allowed, but should be approved by the adult leader in charge. All Scouts must stay until the troop gear/equipment is properly stored. A leader will stay until the last Scout is picked up. Parents are expected to pick their Scout up in a timely manner.

Court of Honor/Awards Night

Troop 242 conducts a *Court of Honor/Awards Night* to recognize our Scouts' hard work. *COH/Awards Night* is a family affair and parents are encouraged to attend to honor the boys for their achievements. At this event, the Boy Scout receives his earned merit badges and rank advancements from the Senior Patrol Leader, as determined by the Advancement Chair. If the parent/guardian is unable to attend, then another adult can act as a stand-in for the parent. Parents

Court of Honor/Awards Night (cont.)

are requested to attend all *COH/Awards Nights* whether or not their sons are receiving any awards. Presence at the *Awards Night* shows that you support involvement in Scouting. A family potluck has traditionally preceded the *COH/Awards Night*. A *COH/Awards Night* is conducted in January, May and September, as determined by the Troop Committee. If a Scout is unable to attend the *COH/Awards Night*, he will be presented his earned merit badges and rank advancements at the next troop meeting he attends. A Scout may only receive merit badges and rank advancements if he is in Class A uniform.

Order of the Arrow

As Boy Scouting's National Honor Society, the Order of the Arrow (OA) seeks to recognize Scouts and Scouters who as campers best exemplify the Scout Oath and Scout Law in their daily lives. The three principles of the Order are brotherhood, cheerfulness, and service. Foremost, the Order of the Arrow is a service organization which assists Scouting at all levels; nevertheless, an Arrowman's first duty is always to his own troop. Through the Order, the Scout's unselfish desire to help others is crystallized into a life purpose of leadership in cheerful service to all. The Arrowman must always conduct himself in such manner as to cause others to emulate his actions in the high ideals of Scouting.

Their fellow unit members, following approval by the Scoutmaster or Assistant Scoutmaster, elect scouts to the Order. To become a member, a youth must be a registered member of a Boy Scout troop or Varsity Scout team and hold First Class rank. The youth must have experienced fifteen days and nights of Boy Scout camping during the two-year period prior to the election. The fifteen days and nights must include one, but no more than one, long-term camp consisting of six consecutive days and five nights of resident camping, approved and under the auspices and standards of the Boy Scouts of America. The balance of the camping must be overnight, weekend, or other short-term camps.

Adult selection is based on their ability to perform the necessary functions to help the Order fulfill its purpose, and is not for recognition. Selected adult Scouters must be an asset to the Order because of demonstrated abilities, and provide a positive role model for the youth members of the lodge.

Order of the Arrow (cont.)

The Order of the Arrow, was founded by Dr. E. Urner Goodman and Col. Carroll A. Edson in 1915 at Treasure Island Scout Camp, Philadelphia Council; it became an official program of the Boy Scouts of America in 1948. Besides a dedication to service, the Order promotes, develops, and maintains the Scout camping tradition and spirit, keeping the outing in Scouting. Like Boy Scouting, it is a youth-run organization with adults acting as advisers. All members of the Order of the Arrow are equal.

Uniform and Insignia

It is not the purpose of the Scout uniform to hide the differences between boys or make them feel they are all the same. Scouts come from all racial and ethnic backgrounds, with their own religious beliefs and family traditions. Scouting wants boys to take pride in these differences rather than to hide them or be ashamed of them. There is one way all Scouts are alike. Whenever a Scout sees another Scout in uniform he knows he is like that person because both have committed to the principles of the Scout Promise and Scout Law. This is important in a time when there are too many things dividing people. The Scout Oath and Law bind all Scouts, the world over, in a common purpose. The Scout uniform identifies Scouts openly with someone of the same beliefs and values. By wearing the uniform, Scouts are taking an open stand for their convictions.

The Scout Uniform

* = Optional for Troop 242 activities/events

Scout Class A Uniform

Scout shirt (long or short sleeve)

*Scout trousers, long or short. If short pants are worn, Scout stockings or Scout socks shall be worn.

*Troop 242 or BSA neckerchief

*Scout hat

Any closed-toe shoe or boot (as a safety precaution Troop 242 precludes the wearing of sandals at Scouting events)

*Scout belt

*Scout socks

Note: Order of the Arrow (OA) sashes are only worn at OA functions, not at regular troop meetings. The merit badge sash is a uniform item for special occasions.

Uniform and Insignia (cont.)

Scout Class B Uniform (may be worn at specified times)

Troop 242 Scout T-shirt (or other Scout T-shirt)

*Scout trousers, long or short. If short pants are worn, Scout stockings or Scout socks shall be worn

*Scout hat

Any closed-toe shoe or boot (as a safety precaution Troop 242 precludes the wearing of sandals at Scouting events)

*Scout belt

*Scout socks

Scouts should wear their Class A uniform for all Scouting activities. Encourage your Scout to comply. An entire uniform will be required for some district, council and out-of-council events. The merit badge sash is a uniform item for special occasions.

The official uniform of the Boy Scouts of America can be found described in the Boy Scouts of America Handbook. Troop 242 does not require a neckerchief, hat, scout pants or shorts, however, the Scout is expected to wear the Class A shirt (official Boy Scouts of America shirt) at most Boy Scout functions and all troop meetings. A Troop 242 yellow t-shirt or other Scouting t-shirt is considered a Class B shirt and is allowed during campouts, or when otherwise designated. A Class A shirt is required for all travel to and from campouts. Proper insignia is to be worn on the uniform in accordance with the guides found on the inside covers of the Boy Scouts of America Handbook. Merit badges should be sewn on the merit badge sash. Temporary badges may be worn one at a time. Patches indicating rank, patrol and leadership position must be kept current. **No hats other than scout hats are to be worn with the Class A shirt. Our troop web site has an Uniform Insignia Placement Guide.**

Boy Scout Handbook

It is the policy of Troop 242 that all Scout members own the Boy Scouts of America Handbook. Information in this book is very useful to both Scouts and their parents. The handbook should be brought to all meetings and outings. This handbook is necessary for advancement work and skills that will be worked on at outings and troop meetings. It is the Scout's responsibility to approach the Scoutmaster or an Assistant Scoutmaster when an area needs to be signed as completed in the handbook during an outing or at any other time.

The Boy Scouts of America Handbook is available from the troop's Advancement Chair or from the Hawkeye Scout Shop in Cedar Rapids.

Scout Merchandise/Equipment

Various scouting equipment and supplies are available through the troop for a Scout's use during a campout. The troop has sleeping bags, backpacks and rain gear available. The troop provides tents for sleeping and cooking utensils. All items are to be checked out before a campout and checked back in following the campout. For Scouts wishing to purchase merchandise/equipment, scout items are available from the Council Office or Boy Scouts of America mail order catalogs. Second-hand Class A shirts may sometimes be found at the Washington Goodwill store (ask to see the scouting items in the back room.) or other Goodwill stores. Each boy should bring a personal backpack, sleeping bag, and mess kit with utensils for his personal use, or check items out available at the *Scout Shed*. Patrol cooking equipment and tentage are provided. All gear is also available to a Scout's family for non-scouting activities.

Communication System

In preparing the annual calendar, the Senior Patrol Leader will canvas the troop for desired events. This is normally done in December or January of each year at a special designated meeting of the troop. The Senior Patrol Leader will then hold a meeting of the Patrol Leaders Council with the troop's Scout and adult leadership and prepare a proposed calendar for approval by the Troop Committee. The Troop Committee will consider the boys' desires for an annual program with respect for the ability to support the program. Once the Troop Committee approves the calendar of events, the calendar will be printed and distributed. It should be noted however, that this annual calendar is subject to change throughout the year, and Scouts should rely upon their Monthly News Updates and/or the troop website for current troop schedules.

A Monthly News Update (newsletter) will be mailed out following the PLC and Troop Committee meetings. The Monthly News Update is what your son should refer to for the most up-to-date schedule of events, as well as the troop website.

Our troop has a website which can be found at <http://www.angelfire.com/ia2/Troop242/>. On the website you will find the most current information.

From time-to-time, the Senior Patrol Leader will make phone calls to each Patrol Leader with reminders or updates of the troop events, (sometimes upon very short notice). The Patrol Leaders in turn are responsible for contacting each member of their Patrol with the update/reminder to the best of their ability

Communication System (cont.)

on the notice given them. This Boy Scout method of communication teaches responsibility to the boys.

Occasionally, Scouts will be notified by an announcement at school of a change in the troop's plans. The troop also has a web site where current information can be found under the calendar section. (See the web site URL in the footer of this manual.) The most important and reliable method of staying informed is for your son to attend the troop meetings. Each week announcements are made regarding upcoming events, changes, permission slips, etc. If in doubt, the first person your son should call is his Patrol Leader and if he is unavailable, the Senior Patrol Leader. As always, if there is ever a question, feel free to contact the Scoutmaster, the Assistant Scoutmaster(s) or the Committee Chair. The troop tries to keep you informed, but ultimately the responsibility is your son's. If he wants to participate in the program, he should never "not know". All he has to do is attend meetings or ask.

Merit Badges

Earning merit badges give a Scout self-confidence by teaching him to overcome obstacles to achieve a goal. The Scout also learns career skills, develops socially and may develop physical skills and hobbies that give a lifetime of healthful recreation. To earn merit badges the following sequential procedures shall be followed:

- Obtain merit badge application ("blue card") from the Scoutmaster or Assistant Scoutmaster. The Scoutmaster or Assistant Scoutmaster showing his/her approval must sign the card.
- Contact the Merit Badge Counselor (the SM or ASM will give you a Counselor's name) and arrange meetings.
- Complete the merit badge requirements under the guidance of the counselor.
- Have the Merit Badge Counselor sign the card verifying completion of all requirements.
- Return the card to the Scoutmaster or Assistant Scoutmaster and obtain his/her signature to indicate completion of the merit badge requirements.
- Present the completed card to the Advancement Chair for forwarding to the council for registration and procurement of the badge.

Scout Buddy System: *You must have another person with you at each meeting with the merit badge counselor.* This person can be another Scout, your parents or guardian, a brother or sister, a relative, or a friend.

Merit Badge requirements can be found in the most recent edition of the *Boy Scout Requirements* book.

Advancement

Advancement will be at each boy's own pace

There are many definitions of advancement, but the Scouting definition might well be, simply, "the art of meeting a challenge". For that is exactly what the Boy Scout advancement program asks the boys to do. The Boy Scout advancement program provides a ladder of skills that a Scout climbs at his own pace. As he acquires these skills he moves up through a series of ranks, for which he is awarded badges; Tenderfoot, Second Class, First Class, Star, Life, and Eagle. The higher he climbs the more challenging his tasks -- and the more rewarding.

There are four steps of advancement:

- The Boy Scout learns
- The Boy Scout is tested
- The Boy Scout is reviewed
- The Boy Scout is recognized

Achievements include:

- Learning skills that qualify for Scouting's more rugged and exciting outdoor challenges.
- Developing body and mind, growing self-confidence, and helping younger Scouts climb the advancement ladder.
- Discovering how it feels to go further -- in so many ways -- than he ever thought he could.

Education and fun are functions of the Scouting movement, and they must be the basis of the advancement program.

In Scouting, recognition is gained through leadership in the unit; attending and participating in the activities; living the ideals of Scouting; and developing a proficiency in outdoor life, useful skills, and career exploration.

General Advancement Requirements

Age Requirement Eligibility: Merit badges, badges of rank, and Eagle Palms are for boys who are registered Boy Scouts. Any registered Boy Scout may earn these awards until his 18th birthday.

General Advancement Requirements (cont.)

Scoutmaster Conference: A Scoutmaster Conference is a chance for the Scout to have a one-on-one discussion with the Scoutmaster (at times an Assistant Scoutmaster will conduct the SM Conference). The purpose is to develop, over a period of time, an increasing level of understanding and trust between them. For the Scoutmaster, it is an opportunity to get to know each individual Scout in the troop and help each one to chart his course in Scouting and in life. Although mainly associated with the advancement program, the Scoutmaster Conference is a general counseling tool that can be employed at anytime for a variety of reasons. For the Scout, the Scoutmaster Conference presents a valuable opportunity. It offers him a chance to discuss with the Scoutmaster his involvement with the troop. He can express what he likes/dislikes about the troop's program and activities and what he would add/subtract from the same. A review of what he did to earn advancement allows him to evaluate his accomplishments. The Scoutmaster aids the Scout to recognize and overcome his weaknesses while encouraging the use of his strengths. The setting of new goals is the most important outcome of their conversation. The Scoutmaster, in reviewing the requirements for the next rank and outlining what is involved in completing them, encourages further advancement by showing the Scout that the requirements are not as difficult as they appear. As the Scout advances higher in rank, the Scoutmaster will increasingly emphasize what the Scout can do to enhance the troop through leadership opportunities.

A one-week notice is suggested for scheduling a Scoutmaster Conference. Scoutmaster Conferences will be conducted during the troop meetings or at some other time agreed upon by the participants. A Scoutmaster Conference must be completed in advance of a Board of Review. The length of the Scoutmaster Conference should be long enough for the Scoutmaster to know three or four more things about the Scout that wasn't known before; and short enough for the Scout to understand the significance of this step toward Eagle. A Scoutmaster Conference should generally run no longer than 15-20 minutes.

It is the Scout's responsibility to request a Scoutmaster Conference with their Scoutmaster when he is ready for it. The Scout is expected to be in Class A uniform and bring their Boy Scouts of America handbook with him for his conference.

Board of Review: The last requirement a Scout must meet in order to advance in rank is to appear before a Board of Review (BOR) composed of between three and six members of the Troop Committee. This review confirms that the requirements for the rank have been accomplished. It is not an examination or a retest; however, the Board satisfies itself that the Scouting skills have been

General Advancement Requirements (cont.)

learned. The Board judges whether the Scout is benefiting from the troop program. The Scout is asked about what parts of the troop's program he enjoys and what parts he does not. A determination is made of the Scout's attitude and his acceptance of Scouting Ideals in his daily life. Finally, the Board encourages the Scout to progress toward the next rank.

A Board of Review will be held on scheduled troop meeting nights or following the Adult Committee Meeting. The Scout is expected to be in Class A uniform and bring his Boy Scouts of America Handbook with him for his Board of Review.

Service Projects

Star and Life: Work on service projects for credit toward advancement to Star and Life ranks shall be approved by the Scoutmaster or Troop Committee in advance of starting the project. Only adult leaders are authorized to sign-off service project requirements. If there is any doubt as to the validity of the project the matter will be referred to the troop committee for resolution.

Eagle: Eagle service projects shall be of lasting value to the community rather than completion of routine upkeep and preventive maintenance. It is suggested the project be a minimum of 100 man-hours of labor and planning. The troop committee in advance of beginning any work shall approve the project. Troop 242's committee requires that the Eagle candidate brief the Troop Committee on his project at a regularly scheduled committee meeting. The briefing shall outline the scope, scale and requirements of the proposed project. The committee will review the candidate's plan for completeness in planning and ability of the troop to support the project to completion. The schedule of work should be examined in detail to ensure there are no major conflicts with other planned troop activities. Upon completion of the service project, The Eagle candidate shall provide the Advancement Chair with a written description of the project and a schedule of participants and hours worked.

Discipline

General: Discipline policy in Scouting is simple. The doors of Scouting are always open to those who strive to follow its law. Adherence to Troop 242 policies will, primarily, be handled by the boy leaders with adult intervention only to maintain safety, preclude property damage, avoid disrupting other organizations' activities and/or restore order in extreme cases of unruliness.

Discipline

Obedience: Obedience in Troop 242 is to the Scout Oath and Law. The Oath and Law make being a good citizen of the troop, camp or community possible. Obedience to the Scout Law includes respect for Scout leadership and adult leadership and all members and guests of the troop. Respect for adult and Scout leadership is expected. Under no circumstances will adult or boy leaders administer punishment for any reason. Hazing, of any type, will not be tolerated. Boys or adults observing such activity will take immediate measures to stop such activity and report incident(s) to the Scoutmaster or Committee Chair.

Enforcing discipline: The Patrol Leaders will handle discipline in the patrols. When the Patrol Leader cannot handle the problem, he should obtain help from the Senior Patrol Leader. The Senior Patrol Leader has the authority to ask any Scout to leave the meeting area and report to the Scoutmaster or Assistant Scoutmaster.

When the Senior Patrol Leader cannot handle the problem, he must obtain the help of the Scoutmaster or Assistant Scoutmaster.

Financial Responsibility

Dues: Dues are payable annually (in December) at the time of troop recharter (Jan 1). The dues pay for National registration fees, Boys' Life, troop accident insurance, all awards earned by the Boy Scout, and troop operating expenses. Currently, National Dues are \$10.00 and Troop Dues are \$15.00. For Scouts that join mid-year, the dues are pro-rated. Troop camp fees (maximum of \$5.00 per trip for overnight or weekend troop campouts unless the Scouts have planned an activity for which there is a specific charge, in which case the fee may be higher), food, uniforms, books, and miscellaneous expenses incurred by each boy are the responsibility of the boy. Summer Camp and High Adventure trip fees are the responsibility of each boy, however, the Scout is encouraged to participate in troop fundraisers to help with these expenses. Boys transferring to Troop 242 are expected to pay a transfer fee of \$1.00 and dues will be prorated. Please contact Advancement Chair with questions regarding dues.

Money earning projects: The Troop Committee determines which fundraisers the troop will participate in. Scouts and parents are expected to participate. Portions of the fundraiser may go into the participating Scout's account (kept by Troop 242's Treasurer). The remaining proceeds from these fundraisers are earmarked for special projects such as tents and cooking equipment.

Financial Responsibility (cont.)

Financial assistance: If for any reason a Scout is unable to afford Class A shirt or other Scout-related necessities, the troop will help arrange for financial assistance. A note, signed by the Scout's parents or guardian, stating financial circumstances shall be presented to the Troop Committee Chair. Personal details will remain confidential. If you are in need of financial assistance for your son to be involved in Boy Scouting, please approach one of the leaders or the Committee Chair. The troop offers various forms of financial assistance to help Scouts. **No boy will be turned away from a Scouting experience due to financial difficulties.**