

Troop 192

Scout and Parent

Handbook



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Introduction

Welcome to Troop 192! We are glad you are joining us!

Your Scoutmaster is Doc Metzger. Please feel free to contact him any time you have questions or concerns. Doc can be reached at 614-989-9653 and at his e-mail address: dieseldoc400@yahoo.com.

This handbook is meant to help the Scouts and parents of Troop 192 understand how we work. It is an extension of the BSA guidelines as they apply to our Troop, and not meant to replace the *Boy Scout Handbook* or other publications of the Boy Scouts of America (BSA). All national policies are not covered here.

The Troop Committee approves this handbook and any changes to it. Any pages with changes will be given to the Scouts, who should replace the outdated pages in their books. If there is ever a case where this handbook conflicts with a national policy, the BSA policy is in effect. In that kind of situation, the policy in question should immediately be brought to the attention of the Committee Chair.

Every Scout who joins Troop 192 will get a copy of this Troop Handbook and will be expected to know what it says. Ignorance of Troop policies will not be an acceptable excuse. If you don't understand something, ask.

Mission

Service, Honor, and Duty on the Trail to Eagle.

Troop 192 believes in a program that

- is boy led,
- emphasizes outdoor skills,
- provides opportunities for leadership development,
- provides an appreciation of the outdoors,
- and promotes a life exemplifying the Scout Oath and Law.

How We Accomplish Our Mission

Troop 192 is a boy led Troop. It is a boy led troop because that is how the best troops are organized, it is how The Boy Scouts of America wants Troops run, and how as Adult leaders, we are taught to run a Troop. What does this mean? It means that the Scouts, with adult guidance, are allowed and encouraged to make decisions and run the Troop. This is not the adult leaders making the decisions and giving the Scouts a script to follow. It's letting the Scouts make the decisions, plan the activities, and then make it happen. If we, as adults, do all the work, the boys quickly learn to wait for us. They will not learn the leadership, organizational, and decision-making skills that will serve them through the rest of their lives. Are the boys as good at this as we are? Absolutely not. But that is not the point. The point is **letting them learn in a safe environment** without the pressure of The Big Sale, Million Dollar Contract, or Your Job on the Line. Do some of their plans fail? Sure they do, but they learn through the failures as much as through the successes. If we discouraged everything that we thought would fail, the Scouts would not learn what works and what doesn't and they wouldn't learn how to make good decisions. How many of us have spent the better part of our lives trying to learn these things? We're giving these Scouts a big head start.

A boy led troop also has many positive influences within the troop. The boys not only elect their leaders, but also hold them responsible for their jobs. If a Scout who was elected Patrol leader doesn't do the job correctly, the Scouts in that patrol will elect a new Patrol leader whom they believe will do the job correctly. This has the effect of raising the standards for the whole troop. The more that is expected of the Scouts, the more they deliver. The older scouts have a reason to stay active in the Troop. They get to make the decisions and run the show. This is a lot more fun than just showing up and camping. It becomes their Troop in a very real way, and as we all know teenage boys want to be in charge. We use this energy to a positive effect by letting them make decisions, but also giving them responsibilities within the Troop to perform. The older Scouts are also expected to teach the younger Scouts the ways of scouting. This includes everything from the Scout skills required for advancement, to cooking, and leadership. Because by seeing it in action, they learn what's expected of them when it's their turn to lead. The Troop is run by the Scouts and for the Scouts

Does this have a downside? Yes, the meetings can be chaotic at times and there are some failures that you just have to let happen. But would you want them not to try as long as it was safe? We don't think so. If we allow the Scouts

to fail at times, then we can discuss with them what went wrong and why, and we have their undivided attention. This is the way we all grow and also the way, in the end, we all watch a fine young man become an Eagle Scout and go forth into the world with skills that are hard to learn without doing them.

Useful Publications

The national BSA guidelines can be found in publications like *The Boy Scout Handbook*, *The Scoutmaster Handbook*, *The Committee Guidebook*, and *The Guide to Safe Scouting*, among others. These publications and many others are available at the Scout Shop or from our Troop library. If you would like to look them over, ask a Committee Member or Scoutmaster.

The Boy Scouts of America

Nationally, the BSA is broken down into large regions called Councils, and Councils are further divided into Districts. Districts are made up of Cub Scout units called Packs, Boy Scout units called Troops, and Venturing units called Crews.

Our Chartering Organization, Central College Presbyterian Church, sponsors our Troop. The Chartering Organization owns our Troop and is responsible for approving leadership and providing us with a place to meet. Central College Presbyterian Church plays an important role in the life of our Troop and Pastor Malcolm Davis and the church staff are enthusiastic supporters of Troop 192. Dennis Richard is our Charter Organization Representative.

Troop 192 of Central College Presbyterian Church is one of the oldest continually chartered troops in central Ohio with over 75 years of activity. We are part of the Simon Kenton Council of the Boy Scouts of America (BSA) that includes 24 counties in Ohio and Kentucky. We have a rich heritage of service to Scouting, the community, and to our families. Our Scouts, and especially our Eagle Scouts, represent the best of Ohio and the future of America. Troop 192 is proud to be one of the few Troops to produce more than 108 Eagle Scouts over the years.

Membership Requirements

Every Scout must fill out an official Boy Scouts of America application to join the Troop. In addition, each Scout must have on file a ***Personal Information and Health History Form*** which can be downloaded from the council website www.skcbbsa.org. The medical information on the form will be kept in strict confidence, but it is very important. It lets the Troop leadership know about any medical problems that the Scout may have (asthma, allergies, medical restrictions, certain behavioral/personal issues etc.) and, in the event of an emergency, gives permission for a doctor to treat a Scout if a parent cannot be reached. Please be truthful and thorough when completing the medical form.

Attendance Requirements

There is no specific attendance requirement; however, every Scout is encouraged to attend roughly 75% of the Troop events, including regular meetings. Troop events are important to the Scout's development thus participation is key to advancement. Every event missed may mean a skill or lesson lost. This is not to say a Scout may not play sports, many of our Scouts do and we have had many scouts obtain Eagle rank even though they played many sports. This can be done but it is more difficult.

Troop Organization

Patrols

The Troop is organized into smaller groups called patrols. These patrols usually have six to eight Scouts in them who are all close to the same age. Patrols work together to develop pride in their group, learn new skills, go on outings, play games, and compete in inter-Patrol contests.

Scouts who are newly bridged from Webelos are formed into a new patrol. The older Scout patrols are expected to help the new Scouts get oriented and begin to learn basic scouting skills. The Webelos to Boy Scout transition can be hard because Scouts are expected to take responsibility for their own advancements. Keeping the new scouts all in the same patrol helps to ease the transition and give the new Scout encouragement and guidance as he learns about Boy Scouts.

Troop Meetings

Troop meetings are held every Monday night (except the Monday after a campout) at the Central College Presbyterian Church gymnasium from 7:30 p.m. to 8:30 p.m. During the last half of July (after summer camp) there are no troop meetings. All Scouts are encouraged to come to meetings a little early at 7:00 p.m. to spend some time working on advancement activities or meeting with a merit badge counselor. This is also the time the Scout can use for Scoutmaster Conferences and Boards of Review. Scouts must request this ahead of time.

Meetings are planned and run by the Scouts and for the Scouts with the guidance of the adult leadership. A typical Troop meeting will include an opening and closing flag ceremony, a game, learning or practicing a scouting skill, and possibly a discussion on topics highlighting Scouting ideals.

Every Troop meeting ends with a “circle up” where everyone forms a large circle and we go over all the important details of upcoming troop events. All parents are strongly encouraged to join us for this important time. If you have any questions or concerns this is the perfect time to bring them up.

At every troop meeting, each Scout should have:

- *Boy Scout Handbook*
- a notebook with paper
- a pencil
- a personal calendar.

There will be plenty of reasons to take notes. In addition, the Scout should keep Troop, family, and personal activity dates on his calendar to help him keep his commitments.

It is also a good idea to purchase a book cover for the *Boy Scout Handbook*. The handbook is used at meetings, on outings, and at home. A book cover will protect it from the elements, so it will last longer. Book covers can be purchased at the Scout Shop or made out of a variety of laminating materials.

Other Outings and Events

At least once a month the Troop will hold some special event. It may be a weekend campout, a trip to a local event or special location, or a community service project. The Scouts are expected and encouraged to participate in these events.

During the second week of July (the first full week after July 4th) the Troop will attend a weeklong Summer Camp. We have found, over the years, this is where the boys will grow the most. They will be able to earn several merit badges and have a great time while camping outdoors. There may also be at least one high adventure outing every year if the age and camping skills of the Scouts permit. In order for a Scout to participate in a high adventure outing, he may have to meet certain age or rank requirements, usually 14 years of age and/or First Class. High adventures include extended hiking trips, climbing and rappelling, extended canoeing trips, and many other exciting adventures.

Adult Troop Leadership

Parents are encouraged to show support for their Scout as an adult leader with the Troop. Many hands make light work; and the more adult involvement with the Troop, the better program we can provide for our sons.

Parents may accompany the Troop on overnight outings. If you desire to do so we encourage you to complete an Adult Leader Form and watch a short online Youth Protection Training video. Filling out a leader form does not signify a commitment to being an Assistant Scoutmaster or Committee Member; it simply ensures that the Troop's BSA accident insurance will be in effect.

Before a parent joins the Scouts on an outing, it is important for that parent to remember that Boy Scouts is a Scout run program, not an adult led program. ***The Scout run Troop is one of the most basic and important principles of the Scouting program.*** If a parent participates in an activity, it is very important that s/he do their best to be an adult Scout leader, not a parent. In order for the Scout program to succeed, the Scouts have to be free to make their own decisions; sometimes they will succeed, and sometimes they will fail. Failure is sometimes the best teacher, and success is a reward both for the Scouts and the adults who guide them. Parents should not be offended if the Scoutmaster or Assistant Scoutmaster asks them not to make suggestions or to help in certain situations, and should

not worry when the Scout leader appears to be letting the Scouts make a bad decision. Adult leaders are there to guide and maintain safety, and we will never allow a Scout to make a mistake that would seriously compromise their safety. Being a Scout leader is not easy in any capacity, and becomes even harder when your own son is involved. Rest assured that the Troop adult leaders want parents to participate in all aspects of the Troop, and they will do anything they can to make the experience fun and rewarding.

All adult leaders serving an active role with the Troop are expected to make arrangements for the BSA training class appropriate for their position. This training is offered several times a year in weekend classes, at summer camp, and online. The training helps to assure that everyone involved in the Troop's leadership understands the goals of Scouting. In addition, trained leaders are one of the Requirements for the Troop to earn the Quality Unit Award.

At least two adult leaders will be present at all times to provide instruction as needed and maintain safety standards. If three, or preferably four adults cannot accompany the Scouts on a trip, the trip will be cancelled. This is strictly enforced for everyone's safety and to comply with the BSA Youth Protection policy.

Youth Protection

All activities that include adult leadership will strictly follow the Youth Protection and Safe Scouting guidelines set forth by the Boy Scouts of America in the BSA publication *The Guide to Safe Scouting*. Adult leadership is *always* two deep, which means two leaders must be with the Scouts at all times. No Scout should ever be in the company of an adult without being in sight of others, or without having another adult or Scout in attendance. Adults may transport a Scout from one location to another without another adult in the vehicle as long as there are at least two Scouts in the vehicle. Other policies as spelled out in the Youth Protection and Guide to Safe Scouting guidelines may apply. All registered adults involved with the Troop must complete Youth Protection Training and adhere to these policies at every Troop event. Youth Protection Training is offered at most Boy Scout adult training including Scoutmaster Fundamentals. Youth Protection guidelines are for the protection of both the Scout and the adult leader and should be strictly adhered to.

Adult Drug, Alcohol, and Tobacco Products Policy

The following policy on smoking and alcohol is quoted from the current *BSA Committee Guidebook* and *Scoutmasters Handbook*:

It is the policy of the Boy Scouts of America that the use of alcoholic beverages and controlled substances is not permitted at encampments or activities on property owned and/or operated by the Boy Scouts of America, or at any activity involving participation of youth members. Health is a most valuable possession. Smoking will dangerously impair a person's health. The BSA recommends that leaders maintain the attitude that young adults are much better off without tobacco. Leaders are encouraged not to use tobacco products in any form around the boys.

It is the policy of Troop 192 that no alcoholic beverages shall be a part of any Troop or Boy Scout related activity. Use of alcohol during a Troop activity may result in the termination of the leader's Troop membership.

It is the Troop's wish that no tobacco products should be used in sight of the Scouts. The Troop Committee respects the rights of adults to make their own decisions regarding the use of tobacco products but cannot condone that use in the context of Boy Scout activities. The Committee strongly encourages adult leaders to refrain from using tobacco products while attending Scout activities. Tobacco products include but are not limited to cigarettes, pipes, cigars, chew, and snuff.

Drug abuse by adult leaders will result in the immediate termination of that leader's Troop membership.

Adult Troop leadership consists of two main groups, the *Troop Committee* and the *Scout Master and Assistant Scout Masters*.

The Troop Committee

The first group, the Troop Committee, is made up of concerned adults who meet monthly to discuss issues and make decisions for the Troop. The Committee is led by the Committee Chair and a Treasurer, Secretary, and members-at-large. The Committee makes policy decisions, keeps records, and constantly monitors the program quality. Committee members also are welcome to join outings and help with special events. Committee meetings are held the Monday after every camp out at 7:30 p.m. They are at the same location of the regular Troop meetings.

The Scoutmaster and Assistant Scoutmasters

The second group of adult leaders is the Scoutmaster and Assistant Scoutmasters. The Scoutmaster and Assistant Scoutmasters work directly with the Scouts and help them advance, learn new skills, and live by the Scout Oath and Law. The Scoutmaster and Assistant Scoutmasters may also accompany the Scouts on outings. The Scoutmaster is ultimately responsible for a quality program that provides opportunities for advancement, leadership experience, and an exciting outdoor program. He also maintains the safety of the Scouts. The Assistant Scoutmasters may be asked to take responsibility for particular areas like the New Scouts program, Troop Quartermaster, or other functions.

Scout Leadership

It is very important to remember that the real leadership in a Scout Troop comes from the Scouts themselves. Adults are involved to maintain safety, provide guidance when necessary, and make sure the aims of Scouting are being met. The Scouts should run the Troop. Lord Baden-Powell, the founder of Scouting, said "Never do a thing for a boy that he can do for himself." Allowing the Scouts to run their Troop provides immense opportunity for personal growth and chances to learn leadership skills.

Troop Youth Leadership

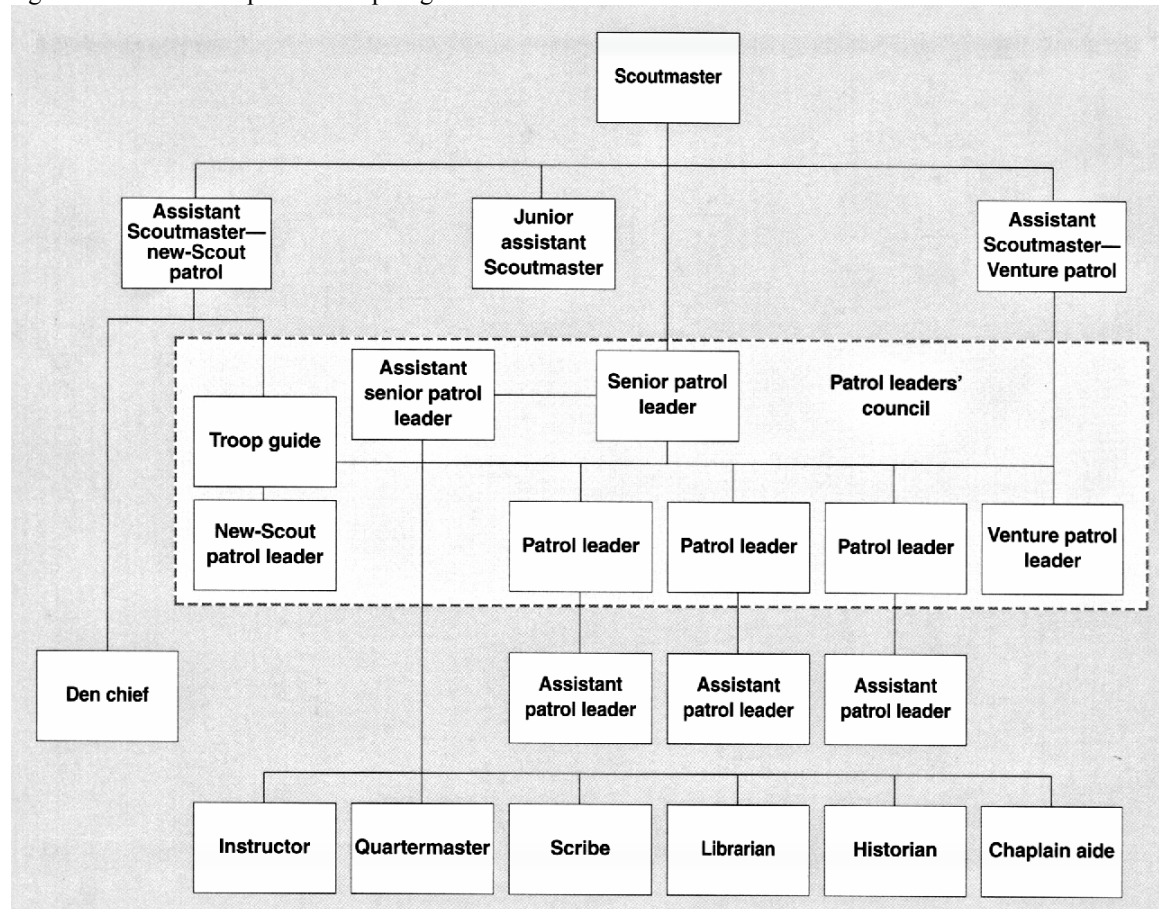
The top position in the Troop is the Senior Patrol Leader (SPL). Next is the Assistant Senior Patrol Leader (ASPL). Then come Patrol Leaders, Assistant Patrol Leaders, and other Troop leadership positions like the Scribe, Quartermaster, Chaplain Aide, Librarian, Historian, and Webmaster. All of these positions are elected positions (see the section titled *Troop Elections* for more information on the election process.)

Once a year, the Troop will conduct a Junior Leader Training Conference, or JLT. The JLT provides training and practical experience in leadership and helps the Troop's junior leaders to understand their role as a leader and their position within the Troop.

The Patrol Leaders Council

The SPL, ASPL, Patrol Leaders, Quartermaster, Scribe, and Scoutmaster, make up the Patrol Leaders Council, or PLC. The PLC will meet every Monday after a camp out from 7:00 p.m. – 8:00 p.m. Its purpose is to plan monthly meetings, trips, outings, and discuss issues that may be arising in the Troop. The PLC is the real leadership organization within the Troop and is where the real decisions that guide the Troop come from. The SPL, ASPL, and Patrol Leaders are the members of the PLC that may vote on issues. The Quartermaster and Scribe are non-voting members. A member of the PLC must make at least 2 of 3 meetings on a rolling basis or risk losing his leadership position.

Figure 1 – Youth Troop Leadership Organizational Chart



Troop Elections

The SPL and Patrol Leader positions are elected positions within the Troop. These are very important leadership positions that are vital to making the Troop function well.

Senior Patrol Leader

In general, the SPL should hold the rank of Star. Scouts who are interested in being SPL present themselves to the Scoutmaster. The Scoutmaster meets with each interested Scout to make sure he understands the time and dedication required. With the Scoutmaster's approval, each candidate then makes a short presentation to the Troop on why he believes he would make a good SPL. The Troop then votes by secret ballot, and the Scout who gets the majority of votes is elected SPL for the following twelve-month period. In the case of a tie, the Scouts will vote again to choose the winner between the tied candidates. If after six months, the new SPL does not feel he can continue to meet the requirements of the position, he may opt to step down, and a new election process begins.

Other Troop Leadership Positions

With the guidance of the Scoutmaster, the SPL will be responsible for appointing the ASPL. The SPL will assign the positions of Scribe, Quartermaster, Chaplain Aide, Historian, Librarian, Webmaster and other Troop positions, as required.

Patrol Leaders

The members of each Patrol will elect a Patrol Leader every six months. The elections will be by secret ballot and supervised by the SPL or someone assigned by the SPL. Patrol Leaders will then choose Assistant Patrol Leaders that will serve for the same six-month duration.

No Confidence Votes

Voting to remove a leader is a very serious process and should only be done in the most serious situations.

If at any time the Scouts do not believe their SPL is fulfilling the requirements of his position, a majority of the Patrol Leaders may consult with the Scoutmaster and, with his approval, take a no-confidence vote in the Troop. The Scoutmaster will approve the no-confidence vote only after he is satisfied that all other chances for compromises are attempted by the PLC. Patrol members may follow the same procedure with their Patrol Leader, but must approach the SPL with their concerns, and the SPL, with the approval of the Scoutmaster, will approve the no-confidence vote, again only after all possible compromises are explored. If the majority passes a no-confidence vote, the election process for the position in question will begin immediately.

The SPL may, after consultation with the Scoutmaster, recommend that a Scout be replaced in a leadership position. This applies to all Troop leadership positions except Patrol Leader. Only the members of a Patrol may ask the SPL and Scoutmaster to allow a new Patrol Leader vote.

Other Leadership Considerations

The Troop Quartermaster is a very important position that requires time, planning, and organization, and may interact with the Troop Committee if new equipment is needed.

An adult from among the Assistant Scoutmasters or Committee members will be assigned to interact with the Troop Committee.

The Troop Committee, after consulting with the Scoutmaster, may decide to assign other adults to help out with other Troop leadership positions. The adult assistants are not expected to do the work for the Scouts, only to act as mentors to help each Scout understand what is needed to complete assigned tasks.

Advancement

Through participation at Troop meetings, outdoor activities, and working on his own, the Scout will have an opportunity to work on badges and skills that will help him advance through the Scouting ranks. The first of these ranks is the Scout badge, which the Scout will earn by joining the Troop, learning some simple Scouting concepts, and having his first Scoutmaster Conference. After the Scout Badge, the Scout will continue through Tenderfoot, Second Class, First Class, Star, and Life. Finally, he may be able to earn the highest honor in Boy Scouting, the Eagle rank.

The Tenderfoot, Second Class, and First Class ranks require work mainly on the basic outdoor and first aid skills every Scout needs to know. The Star and Life ranks require work on merit badges, leadership, and service to the community. The Eagle rank continues the work on merit badges, leadership, and service, but also requires an approved Eagle project that provides a lasting improvement for the community.

Most ranks also have a requirement that specifies that a Scout must show Scout Spirit in his daily life. How the Scout behaves at meetings and during outings is usually the greatest measure of his Scout Spirit and will affect the decision of the Scoutmaster to sign off on this requirement.

Requirements for Rank

As each individual requirement for rank is completed, the Scout must present himself with his *Boy Scout Handbook* to a Scoutmaster or any Scout with the rank of Life Scout or above. The Scoutmaster or Life/Eagle Scout will make sure the requirement has been met and will initial and date the item in the Scout's *Boy Scout Handbook*. The Scout should be ready to prove he really has completed the requirement before he asks someone to sign his book. Requirements can only be approved in the *Boy Scout Handbook*, and by a Scoutmaster or a Life/Eagle Scout. It is very important to have your book with you at all times.

Service Projects

Service Projects are special requirements that involve the Scout finding opportunities to provide service to the community. Service projects must meet the following criteria.

- The Scoutmaster must approve projects *before* the service is performed.
- Service projects cannot be for Scout functions or to benefit Scouting.
- Service projects are done for the community or for organizations. Examples are parks, churches or schools.
- The Scout must not receive any compensation for the project unless he is being reimbursed for materials needed to complete it.

Merit Badges

Merit badges are awards that concentrate on a particular field of expertise or a specific skill and can be earned by Scouts in cooperation with a merit badge counselor. Each merit badge has an accompanying booklet that can be borrowed from the Troop library, from the Public Library, or purchased at the Scout Shop. There are over 100 merit badges available, and some are required before a Scout can earn his Star, Life, or Eagle rank. The required merit badges can be earned in any order. Consult the *Boy Scout Handbook* for information on which merit badges are optional and which are required.

When the Scout is ready to begin working on a merit badge, he should approach the Scoutmaster and ask for the names and phone numbers of merit badge counselors in the area. The Scout is then responsible for contacting the counselor, asking for help working on the badge, and setting up the first meeting time.

When the Scout first asks for the name of a merit badge counselor, he will be issued a "blue card" to track his progress through the merit badge requirements. This card will be filled out by the Scout, signed by the Scoutmaster, and then taken to every meeting with the merit badge counselor. *The counselor will not meet with a Scout without a blue card.* When the merit badge is complete, the merit badge counselor will sign the card, and the Scout will be given a section to keep for his records. **These records are very important.** If something happens to the Council records, the copy of the blue card given to the Scout may be the only record that the merit badge was completed. There have been cases where Eagle Scout applications have been turned down because the Council records were not correct and the Scout could not produce the blue card to prove he had completed a particular merit badge. The Scout should be very careful to save all the completed blue cards and store them in a safe place. Plastic notebook pages used by baseball card collectors are a great way to store the blue cards for safekeeping. Meetings with a merit badge counselor must be with a buddy, either another Scout or an adult. Scouts should never meet with a merit badge counselor without someone else being present.

Scoutmaster Conference and Board of Review

After the requirements for a Rank are completed, the Scout must schedule a Scoutmaster Conference and Board of Review. Once the Scoutmaster Conference and Board of Review are successfully completed, the Scout earns his rank.

Scoutmaster Conference

The Scoutmaster Conference is a time for the Scout and the Scoutmaster to sit down and talk about how the Scout is progressing, to set goals, and review the period since his last Scoutmaster Conference. The Scoutmaster may be interested in how well the Scout has learned the items required for the rank he is completing. The Scout should come to the Scoutmaster Conference with his *Boy Scout Handbook*, wearing his full Class A uniform, and ready to talk openly and honestly about his Scouting experiences. The Scoutmaster will be assessing the individual needs of the Scout, how well he has been living the Oath and Law /Scout Spirit, helping him to set goals for his next rank, and trying to gauge the success of the Troop program.

Board of Review

The Board of Review is conducted by at least three members of the Troop Committee. The Scoutmaster is not in attendance. During the Board of Review, the Scout presents himself to the Troop Committee. He must be in **full Class A uniform**, including merit badge sash. His appearance should be neat, his attitude good, and his manner respectful. He may be asked to stand before the Committee and repeat the Scout Oath, the Scout Law, the Outdoor Code, the Scout Motto, or The Scout Slogan. He will then be invited to sit down, and the Committee will ask him questions about his Scouting life. The questions can range very widely, so the Scout should be ready to communicate openly and honestly. The object of the Board of Review is to ensure the Scout has completed all requirements and all paper work is in order, examine the attitude of the Scout, and to ensure that the program offered by the Scoutmaster is fun, exciting, and meets the goals of Boy Scouts.

Other Considerations

The Scoutmaster Conference and Board of Review can be stressful, particularly for the younger Scouts. It is important to remember that this experience is part of the Scout's development as a young man and helps him to learn to communicate and handle situations that may at times be a little scary.

The only exception to the Scoutmaster Conference and Board of Review process is when a Scout is being considered for the Eagle Award. A special Eagle Board of Review, consisting of officials from throughout the District, will be convened when a Scout is ready to take the final steps toward Eagle.

Other Advancement Considerations

Advancement is the responsibility of the Scout! Parents are encouraged to help, but the ultimate responsibility must lie with the Scout. A parent who takes those responsibilities robs the Scout of his opportunity to share in the Scouting experience.

Scouts who do not advance over a long period of time may be asked to participate in a Scoutmaster Conference and/or Board of Review to see what can be done to help the Scout continue to advance.

The Scouts will be asked to interact and communicate with adults that they may not know very well throughout their Scouting experience, but particularly when working on merit badges. Learning to do this is an important part of the Scout experience. Communication can be face-to-face, by phone, or by e-mail.

A Note on Communications

It is worth taking a moment to remember that e-mail is not a replacement for a direct conversation either in person or by phone. If an e-mail is sent and not acknowledged, it should be assumed it was never received. If a Scout sends important information via e-mail, he should always follow up to make sure it was received. "I sent you an e-mail" will never excuse a Scout who has missed a deadline or not taken some other important responsibility.

The Court of Honor

Courts of Honor are special Troop meetings held three to four times per year where awards, badges, and other recognition are presented. The Court of Honor is held during normal Troop meeting times. Parents, brothers and sisters, aunts and uncles, grandmas and grandpas, and friends are encouraged to join the Scout at the Court of Honor to participate and help celebrate the young man's achievements.

Uniforms

Uniforms are an essential part of the Scout experience. It gives the Scout an opportunity to practice being neat, take pride in his appearance, display his awards and badges, and feel a part of a group. Every Scout should acquire a uniform as soon as possible after joining the Troop. Troop 192's current Class A uniform requirements are:

- a Scout shirt with its required patches,
- Scout pants and/or shorts,
- Scout socks,
- Scout belt, and
- merit badge sash

Class B uniform is the same but with a Troop 192 T-shirt instead of the Class A shirt. Class B uniforms may be worn during outdoor activities when specified by the Troop leadership.

Scouts should be encouraged to earn the money to purchase their uniforms, and new Scouts will be given a six-month grace period to obtain a uniform. He should purchase the shirt and appropriate patches first, then the pants, and then the other parts of the uniform.

Uniforms and other Scouting accessories are available at the Simon Kenton Council Scout Shop. The Scout Shop is located at 807 Kinnear Road Columbus, OH 43212. The Troop also has many used uniforms on hand that are free.

A Class A uniform is required for all troop meetings except during the summer months after school lets out, when a class B uniform is acceptable until school starts back up. If a Scout comes to a Troop meeting out of uniform, he will be admitted but he should expect to answer some questions from the leadership. During the uniform grace period for new Scouts, the Scout is still required to wear a Scouting related T-shirt, such as a Day Camp shirt, to meetings. The Class A uniform is required for all Courts of Honor, Scoutmaster Conferences, and Boards of Review.

Troop Calendar Development Process

A calendar planning conference is held in late summer each year. The Troop calendar for the next 6 to 12 months is created by the PLC with the guidance of the adult leaders. The plan for the upcoming months is comprehensive and takes into account events as detailed as the theme for weekly Troop meetings. The goal is to understand any major trips that may occur from 6 to 12 months into the future and account for needed fundraising and planning.

Prior to the conference, the Patrol Leaders will get input from their Patrols about activities or outings they are interested in. The Patrol Leaders will then bring those ideas to the conference for consideration, and the PLC will determine the Troop's schedule for the coming year. After the PLC has determined the year's calendar, it is submitted to the Troop Committee for final approval. The purpose for Committee review is to ensure that the calendar provides a quality program that meets the goals of the Troop and supports the Boy Scout ideals, not to question individual events. Care must be taken to make sure the plans made by the Scouts during the planning conference are not superseded. After the Committee approves the plan, it will be distributed to all the Scouts.

The Scouts should remember that the planning conference is their chance to decide what their program will be. During the conference, it is the Scouts that decide what will be done the following year. It is the Scouts who have the responsibility to come up with ideas for activities and plan to make them a success. It is the Scouts who take responsibility for their program and make sure they are doing exciting and memorable events. This is the best and greatest chance for the Scouts to take control of their program and make it what they want it to be.

Fund Raising

The Troop requires funds to purchase equipment, pay for activities, and obtain badges of rank. The Troop raises funds through money-earning activities approved by the Troop Committee. Our biggest fundraiser is our Christmas Tree sale at the church in December and every scout participates. We also sell popcorn every fall. The money earned by the Troop is used to fund all Troop purchases as well as offset the cost of Summer Camp for the Scouts. The Troop Treasurer is responsible for receiving and distributing all funds.

Camping

Camping is an exciting time for the Scout, but it is also a time of great responsibility. The Scouts will be expected to take most of the responsibility by planning the trip, setting up their own camp, cooking their own food, washing their own dishes, and building their own fires. Scoutmasters and other adult leaders will always be available to provide guidance and assistance, but these trips are primarily the responsibility of the Scouts.

It is a Troop tradition that we wear our Class A uniforms when leaving for an outing or event. Due to the cost of class A uniforms, it is advisable to change into other clothes when you arrive at camp or at least remove the uniform shirt. The SPL or Scoutmaster may make exceptions and allow Class B uniforms for events such as service projects.

Attendance Requirements for Campouts

In order to participate on a campout, the Scout is required to attend the meeting prior to the campout unless other arrangements are made with the Senior Patrol Leader and Scoutmaster. We must know on Monday night who is and who is not going camping, no exceptions. This is to ensure that adequate food is purchased for the campout. These meetings will allow time to plan menus, assign the grubmaster for each patrol, plan duty rosters, and other critical tasks. **Food must be purchased to take camping, so if you say on Monday night you are going on the campout and you do not go, you will still be charged for your portion of the food purchased.** In general, food costs for a weekend trip should not exceed \$15.00 per person, but that depends on how well the Patrol plans and purchases their food.

Grubmaster Duties

- 1) Each patrol selects a Grubmaster for the following campout to purchase and bring the food.
- 2) Scouts must let the Grubmaster know of their intention to camp by Monday night of the week of the campout. **If a scout commits to camping on Monday night, he is responsible for his share of the out of pocket costs, unless he tells the Grubmaster before the food is purchased.** If a scout commits to a campout later than Monday night, he must contact the Grubmaster before food is purchased of intent to camp.
- 3) The Grubmaster must tell their parent right away and show them the menu. The parent may make adjustments to the menu if needed. Make a list of the final menu and any changes.
- 4) Grubmasters who cannot camp for an unforeseen reason must still purchase the food and drop the food off at the church at the Friday night arrival time. Bring ice.
- 5) Food is best packed in a plastic tub. Plastic coolers are available for perishables in the scout garage. Bring your own ice.
- 6) Divide out-of-pocket costs by the number of camping reservations. Tell the patrol how much each owes for food.

Fire Building and Wood Cutting Skills

Scouts must pass specific requirements before they are given the responsibility for working with fires and using woodcutting tools like knives, axes, and saws. To work with fires, the Scout must earn his Firem'n Chit by demonstrating knowledge of fire safety and the ability to safely start a fire. In order to use woodworking tools, including his personal pocketknife, he must earn the Totin' Chip by demonstrating knowledge of the safety precautions that are important when using wood tools.

The requirements for both of these Awards are listed in the *Boy Scout Handbook*, and the Scout should review them as soon as possible after joining the Troop. After a Scout demonstrates his knowledge and satisfies a Scoutmaster, SPL, or ASPL that he has mastered the required skills, he will be issued a Totin' Chip and/or Firem'n Chit card signed by a Scoutmaster. **These cards must be in the Scout's possession at all times so that he can prove he has mastered the appropriate skills.**

If a Scout is observed disregarding the safety rules for fire or wood tools, he may be asked to present his card, and one or more corners may be cut off. If a Scout loses all four corners of any card, he must again demonstrate that he understands the rules and regulations before he will be issued another card. Only a Scoutmaster may sign or cut corners from a Scout's Totin' or Firem'n cards.

Knives

Sheath knives, those with fixed blades that do not fold, are not to be used at any time during Troop activities. There is no use for these types of blades during Boy Scout outings, and they can be dangerous. Small pocketknives, multi-bladed camp tools, or single-blade knives that lock open and fold into the handle are acceptable. When in doubt, consult a Scoutmaster before purchasing a new knife.

Outdoor Equipment

Very often, our camping trips will include several miles of hiking with backpacks, and will almost always involve staying safely outdoors overnight. Good equipment is very important. Scouts should use the personal equipment checklist in the *Boy Scout Handbook* when packing for a campout. These checklists are very important. Small items forgotten can make for an uncomfortable trip. If you need help finding equipment to purchase or borrow, please let a Scoutmaster know. The Troop and adult leaders also have a lot of equipment to loan to Scouts who need it. Again, ask a Scoutmaster for more information. The Troop supplies the cooking gear for all campouts but **each Scout will need his own personal mess kit, cup, and set of utensils.**

The Troop Quartermaster is in charge of assigning Troop owned equipment to Patrols during an outing. Patrol Leaders are expected to supervise the use of the equipment and make sure it is returned in good condition. All equipment should be returned and checked in by the Quartermaster within two Troop meetings of the outing. Patrols are expected to thoroughly clean and dry any Troop equipment before returning it to the Quartermaster.

The Quartermaster may refuse to accept equipment that has not been adequately cleaned and may refer repeated problems to the Scoutmaster. The Quartermaster should immediately report any damaged equipment to the Scoutmaster and/or the Quartermaster Committee representative.

Electronics

No cell phones, radios, electronic games, or other electronic devices will be allowed on camping trips. The SPL may be allowed to carry a cell phone to use in an emergency and to use as an alarm clock. These devices do not support an appreciation of and enjoyment of the outdoors. If a Scout is found with an electronic device during a trip, it will be confiscated and returned later. Repeated incidents may result in disciplinary action. If a Scout needs to call home he can ask an adult leader if he can use their cell phone. Adult use of cell phones should be kept to a minimum to set an example.

Transportation

The Troop is fortunate to have an International diesel powered full size school bus. Doc Metzger is responsible for bus maintenance and registration. The Troop has some licensed commercial drivers who share the driving for troop activities. A \$10-15 transportation fee is collected from each participating Scout for each trip that requires use of, the bus. For smaller trips, family vehicles are used to transport Scouts and gear. Contributions to the Troops transportation fund are always welcome to cover unexpected maintenance expenses.

Insurance

In the event of an accident while on an outing, the first coverage would be under the family's own plan. Scouts on outings are covered under two additional policies. The Council has insurance on each unit as part of our Council Tour Plan. We are also covered by the church insurance policy as part of the youth ministry of the Church.

Behavior

Scouts are expected to live their lives in accordance with the Scout Oath and Scout Law. No fighting, profanity, or other disruptive behavior will be accepted. The youth leaders of the Troop will recommend Scouts who are repeatedly involved in discipline issues to the Scoutmaster. The following procedures will be followed.

Incident #1: Verbal warning

Incident #2: Conference with the Scoutmaster

Incident #3: Scoutmaster conference with the Scout's parents

Incident #4: Membership termination with the Troop

Scout Drug, Alcohol, and Tobacco Products Policy

Drug, alcohol, and tobacco use or abuse by a Scout is unacceptable at any time and will not be tolerated. Scouts who are found to be involved with drugs, alcohol, or tobacco products will be immediately brought before a group of Committee Members and Scoutmasters who will decide the proper course of action. This action is not subject to any warnings, and may include immediate termination of the Scout's membership with the Troop.

Religious Services

The last point of the Scout Law is that a Scout is reverent. The Troop encourages every Scout to show their respect for God in their own fashion. The Troop may conduct non-denominational church services whenever a trip extends over or into a Sunday.

Troop Roster

The Troop roster will be developed annually or when needed as determined by the Troop Secretary on the Committee and/or the Troop Scribe in the youth leadership. The roster will contain names, addresses, phone numbers, and positions for every Scout and Adult leader in the Troop. To ensure the safety of our youth, the Troop roster should remain with the Scouts, leaders, and their parents, and not given to any outside group or persons. Password protected rosters are available at bsatroop192.org. Ask a leader for the password.

Closing

Welcome to the Scouting adventure. Get ready for hard work, exciting times, and most of all fun!

To the Scouts, remember this is ***your*** Troop. How well it functions, what adventures you experience, where you go, and what you do are ***your*** choices. Get involved with the Troop leadership. Take pride in your Patrol. Get to be good friends with the other Scouts in the Troop. Help out when needed, and when you have a job assigned, do it well. Work hard to become an Eagle Scout. You can talk to a lot of adults who once had the opportunity to become an Eagle Scout and did not. None of those adults will be glad that they did not achieve the rank of Eagle, and almost all will say that if they knew then what they know now, they would have spent the time and made the commitment to finish. No matter what your rank, remember that the Scout Oath and Law are more than just words we say at Troop meetings. **The Scout Oath and Law are ideas Scouts use to guide their actions throughout their lives.**

To parents, remember that your son is embarking on a new adventure. He will need your support, but you have to walk a fine line between encouraging him to do well and actually doing for him. Sometimes a thing not given teaches more than a thing easily gotten. Encourage your son to work hard and commit to working on his ranks and merit badges. We encourage you to join us as a leader. Help out whenever you can to make this a better Troop. And thank you for allowing your son to join us on this great adventure!