



We welcome you to Boy Scout Troop 420!

We are pleased and fortunate to have your son join this Troop. Troop 420 is a very busy and active Troop. There are few things more rewarding than seeing your son develop from a child into a responsible adult using skills, experiences and training that he learns in Scouting.

We encourage parents of Scouts to become active in the Troop along with their Scout aged son. As in most parenting areas, parental involvement in your son's Scouting career is the best way to insure a high level of success for both your Scout and the Troop.

Entering the Scouting program can seem a bit intimidating at the outset for both the Scouts and their families. The already busy family calendar is assaulted with lots of new entries and you may wonder if it's all worthwhile. I can assure you that it is! You'll soon feel like an "old pro" and your son will be mastering skills that, a few weeks before, they didn't even know existed. To help ease the transition (and to serve as a reference in the future), we have prepared this guide to help with your Scouting journey. It will answer your questions and give you a jump start in Scouting. While it may all seem overwhelming, underlying it all there's lots of wonderful times ahead -- as the founder of Scouting, Lord Baden-Powell said, Scouting is "fun with a purpose".

While there's no shortage of information on Scouting (if you type "Boy Scouts" into a search engine you'll come up with over 5.7 million hits), there's so much out there that it's often difficult to know where to begin. Hopefully this guide will not only get you started, but will also serve as a resource for you when questions come up about the Scouting program in the months ahead.

If you're reading this handbook for the first time as a new Scout family, I would suggest that you start with the final chapter, "Scoutmaster's Closing Comments," then dive into the opening chapters. Refer to it frequently during your first few months with the Troop as most of the material is designed to give new Scouts a jump start in the Boy Scouting program.

Our website ([www.myerstownboyscouts.org](http://www.myerstownboyscouts.org)) will also be a good source of current information for you that is specific to Troop 420. It is the best source for up-to-date information about the Troop and its activities.

No handbook is perfect and we're always interested in your feedback and suggestions for improvements or possible additions. The selection of topics for this guide and much of the content of the website came from questions we've been asked about Scouting-related topics. Your input can make this handbook even better. A very special thanks goes out to Mr. William Batdorf who spent countless hours researching and developing this valuable handbook.

Wishing you the best in your Scouting adventure . . .

Yours in Scouting,  
Dennis L. Palm, Scoutmaster

Mr. Palm's Scouting career spans 32 years and he has served a Scoutmaster of Troop 420 since April 1994. Mr. Palm as a scout was a member of Troop 80 in Myerstown. Mr. Palm's son is an Eagle Scout and his grandson is currently a member of Troop 420.

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## Chapter 1 – An Introduction to Scouting

Where to begin? The stated mission of the Boy Scouts of America is:

*“To prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Law.”*

Troop 420 believes that the Scouting program should

- Emphasize outdoor experiences and community service.
- Provide opportunities for leadership development and personal growth.
- Teach respect for and an appreciation of our natural environment.
- Promote a life that exemplifies the ideals of Scouting, the Scout Oath and the Scout Law.

To carry out that mission Troop 420 offers our Scouts a wide variety of activities and opportunities.

One of the common misconceptions about the Scouting program is that it’s all about hiking and camping. While these outdoor activities are certainly a central element of Scouting, the overall program involves much more. Our Scouts are given both personal and group responsibility to run large portions of their program, giving them invaluable leadership experience and training. Through merit badges they learn a variety of life skills – everything from emergency preparedness to financial management. And, as they earn their initial ranks they learn basic “Scoutcraft” skills such as first aid and cooking that will serve them well for the rest of their lives.

As each Scout enters Troop 420, he receives his own copy of the *Boy Scout Handbook*. The opening chapters of the *Handbook* serve as an excellent introduction to the Scouting program and are a must read for any new Scout family. We also recommend that you familiarize yourself with our website ([www.myerstownboyscouts.org](http://www.myerstownboyscouts.org)) which has a great deal of information specific to the Troop.

New Scout families should start with Chapter 2, “Getting Started with Troop 420” in their first step toward in the Scouting journey.

If you have questions, please, just ask. Our adult leaders and older Scouts possess a wealth of outdoor and Scouting experience and are more than happy to share it with you.

## Chapter 2 - Getting Started With Troop 420

A boy needs very little other than ambition, a positive attitude, and a desire to learn to get started in Scouting. To join the Troop, you will fill out and sign an application and pay the Troop registration fee of \$40 to cover the rest of the calendar year. This one-time registration fee includes:

A New BSA Scout Handbook

A new Troop 420 neckerchief

A new Troop 420 Class B uniform T-shirt

Every boy in the program memorizes and takes the – *The Scout Oath* – and is expected to live by its principles in his daily life:

*"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."*

Additionally, each Scout is expected to memorize and follow the 12 points of the *Scout Law*:

*"A Scout is trustworthy, loyal, helpful, friendly, courteous, kind, obedient, cheerful, thrifty, brave, clean, and reverent."*

The Scout Law and Oath are the foundation of the Scouting program. Every Scout in the world takes a similar pledge. The Oath and Law are simple to understand and take the place of endless rules and regulations. Each of our Scouts will recite these from memory as part of earning their first ("Scout") badge. Parents can assist their new Scout by helping them to memorize the Scout Oath and the Scout Law.

### Your First Days in Troop 420

In Troop 420 we expect our Scouts to be in a complete, proper uniform within two weeks of joining. Please see Chapter 9 for further information about the wearing of the uniform, including the proper placement of patches. The Troop maintains a uniform exchange of used but fully functional Scout uniform items – you might want to check on availability before purchasing new ones.

Once he receives his *Boy Scout Handbook*, a Scout should complete the pamphlet exercises at the front of the book with a parent (please initial somewhere on the cover when you complete it). This is a requirement for the first ("Scout") badge. Also, going over the other requirements for the Scout badge (page 4 of the *Boy Scout Handbook*) and reading the first two chapters of the handbook will give a new Scout a jump start on the program. We recommend that parents also read these chapters, as they provide a good overview of the program.

The best way to get involved is to simply jump in. Check out the Troop calendar on our website for upcoming activities and sign up for those that you choose. The activity signup sheet is available at every meeting. Just put your name on the sheet, adult or Scout, if you plan to attend.

**Checklist for getting started in Scouting**

- Fill out application
- Pay dues
- Write your name in your new BSA Scout handbook
- Start having fun!

New Scouts should plan, if at all possible, to attend summer camp with the Troop. Our annual camp (see Chapter 8 for more information) is a great way to complete advancement requirements and merit badges, as well as a way to make friends with members of the Troop.

**Special Notes for Cub Scout Families Transitioning to Scouting**

The Boy Scouting program differs from Cub Scouting in several significant ways. If you've been actively involved in Cub Scouting you'll immediately notice differences in the way the program is structured. First and foremost, Boy Scouting is "boy led" and we emphasize boy leadership in Troop 420. This means that the Scouts themselves are given much of the responsibility for decision making and carrying out their program. It also means that the Cub Scout approach of "everyone moves at the same pace" no longer applies. Scouts will advance in rank, earn merit badges, and participate in activities at their own pace. The Boy Scout, not the adult leaders, are responsible for their own advancement. While we certainly structure activities to provide advancement opportunities, it is the Scout's responsibility to take advantage of those opportunities. This understandably translates into boys advancing at different rates. Some achieve their rank advancement quickly – others go more slowly. There is no "right pace" and boys do not "fall behind" – they should participate at a rate that is comfortable for their circumstances. But keep in mind that less participation translates to slower advancement.

Another way that Boy Scouting differs from Cub Scouting is the concept that boys will take responsibility for their own activities. As our young guys grow we give them more and more opportunities to make their own choices and decisions. On campouts this means packing, cooking, cleaning, etc. for themselves. They learn by doing and learn from their mistakes. Help your sons help themselves by "making suggestions" but not by doing their work for them.

**A Few More Rules of Note**

Boy Scouts are not allowed to carry or use knives, hatchets, saws, or other cutting tools until they've received their "Totin' Chip" card following the completion of a hands-on safety course. Additionally, Scouts cannot carry any knife with a blade exceeding four inches. Scouts cannot carry matches or build fires until receiving their "Firem'n Chit" certifying completion of a fire safety course. Troop 420 does not allow the use of any electronic games, music players, or phones during any outdoor activity. **DO NOT BRING THESE ITEMS TO CAMPOUTS.**

## A Scout's Responsibilities

Boy Scouting teaches responsibility. A Scout is expected to take responsibility for his own Scouting career – seeking advancement, learning, and leadership. Adult leaders help guide the Scout, but it is up to the Scout himself to contribute to his own advancement and Troop leadership. Scouts help their fellow Scouts by being both good leaders and good followers and always follow the 12 points of the Scout Law.

## Scout Leaders' Responsibilities

Scout leaders help the Scouts on their Scouting journey – mentoring, demonstrating, and teaching. Leaders ensure a quality, safe, and enjoyable Scouting experience.

## Parents' Responsibilities

Without strong parental support, the Troop's program will fail. Encourage and help your son in his Boy Scout adventure. As a small Troop, we rely heavily on ALL parents to make a contribution toward the Troop program, but this need not be a large time commitment. An excellent way to begin is as a member of the Troop committee. Please encourage your Scout – his actions will be a reflection of your attitude toward Scouting. Get him to activities on time and work to keep scheduling conflicts to a minimum.

The parent of a Scout should:

- Enjoy the Scouting experience alongside your son.
- Provide the necessary uniform, equipment, and transportation for your Scout so that he is properly dressed and equipped to participate in Troop and patrol activities.
- Provide guidance and encouragement to your Scout and help him set goals and define priorities, which will help further his Scouting experience. The success and enjoyment of the Boy Scout increases as his participation increases. Set specific times for review, study and practicing of rank requirements.
- Provide never ending encouragement to your Scout in his advancement, service, and commitment to the Scout oath and laws.
- Provide relevant information to the Scoutmaster regarding problems or concerns you or your Scout may have (medical conditions, learning challenges, medications etc.).
- Allow your Scout to “learn by doing”. He will make mistakes when trying to accomplish tasks on his own, but this builds character. Remember, there are many older boys and adult leaders present to insure that new scouts and their patrols don't do anything that jeopardizes safety or other basic requirements.
- Encourage your Scout to attend summer camp. Experience has shown that Scouts are much more likely to stay in Scouting, enjoy Scouting more and advance more quickly by attending summer camp.
- Help your son to find time to study his advancement requirements and practice those requirements at home. **Note that a parent is not permitted to sign off on a Scouting requirement for their own Scout. A parent may teach a skill, and practice that skill**



**with their Scout, but the Scout must demonstrate mastery of that skill to a Scout leader other than the parent to have it signed off. There are no exceptions to this rule.**

- Attend and/or support your son's Court of Honor, family Scouting events, fundraisers, work days and other activities whenever possible. We welcome your participation for both the benefit of the Troop and your son.

The support and involvement of parents and family members of Troop 420 are what has made the Troop so successful throughout the years. As a parent, you will have to decide how active you and your son want to be. Experience has shown that parental involvement, either in a leadership or support role, has a direct bearing on the motivation a Scout has and the accomplishments he achieves.

### **A Closing Note on Becoming a Boy Scout**

Boy Scouting is a program that prepares boys for life as productive and responsible adults. It teaches leadership, responsibility and integrity while providing opportunities for new experiences and just plain fun. Many former Scouts say that the introduction to their life's profession came through merit badge work during their Scouting years. Rank advancement teaches the importance of setting priorities, pushing yourself and the rewards that come from working toward established goals. A board of review teaches Scouts to present themselves in a professional manner before a group of adults. Camping not only teaches outdoor skills, but also the importance of teamwork and compromise. It reinforces a Scout's confidence in his ability to take care of himself and deal with new situations. Leadership positions in Scouting prepare a Scout for leadership positions later in life. Service projects teach the importance of giving back to the community. And so the list goes on. But, as in all endeavors in life, you get out of something what you put into it. Scouting offers many opportunities, and the Scout must take the initiative to make those opportunities a part of his life.

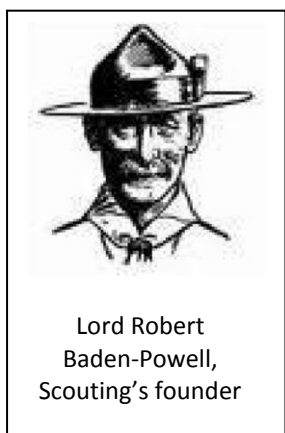
Welcome to Troop 420 and the world of Scouting. We extend to you best wishes for an exciting and rewarding Scouting adventure!!

Dennis L. Palm-Scoutmaster

## Chapter 3 – A Brief History of Scouting

The worldwide Scouting movement evolved during the early 1900s through the efforts of several visionary pioneers. With the social upheavals brought on by industrialization it was clear to these pioneers that schools alone were not providing opportunities for young people to channel their energies into productive endeavors outside of their academic studies. In particular, as families moved from the country to cities on a massive scale, opportunities for young people to enjoy the benefits of outdoor activities began to wane. There was a recognized need for something that would give young boys positive opportunities to develop outdoor skills, get together in a spirit of fellowship, and abide by a special code of conduct.

This led to the formation of a variety of youth groups, many with the word "Scout" in their names. For example, Ernest Thompson Seton, an American naturalist, artist, writer, and lecturer, originated a group called the Woodcraft Indians and in 1902 wrote a guidebook for boys in his organization called the Birch Bark Roll. Meanwhile in Britain, Robert Baden-Powell, after returning to his country a hero following military service in Africa, found boys reading the manual he had written for his regiment on stalking and survival in the wild. Gathering ideas from Seton, America's Daniel Carter Beard, and other Scoutcraft experts, Baden-Powell rewrote his manual as a nonmilitary skill book, which he titled *Scouting for Boys*. The book rapidly gained a wide readership in England and soon became popular in the United States. In 1907, when Baden-Powell held the first campout for Scouts on Brownsea Island off the coast of England, Troops were spontaneously springing up in America.



Lord Robert  
Baden-Powell,  
Scouting's founder

Baden-Powell's early experiment at Brownsea Island took off like wildfire. The first Scout rally, held in 1909 at The Crystal Palace in London, attracted 10,000 boys and a number of girls. Scout Troops began springing up by the hundreds and the movement quickly spread to other countries. By 1910, Argentina, Denmark, Finland, France, Germany, Greece, India, Malaya, Mexico, the Netherlands, Norway, Russia, Sweden, and the United States had Boy Scouts.

The movement formally came to America when a Chicago publisher, Mr. William D. Boyce, learned about Scouting during a trip to England and fashioned a similar program upon his return to the United States. Mr. Boyce was inspired, so the legend goes, to meet with Lord Baden-Powell, when he was assisted by an unknown Scout who led him out of a dense London fog, refusing to take a tip for doing a Good Turn. Immediately after its incorporation on February 8, 1910, the BSA was assisted by officers of the YMCA in organizing community groups to start and maintain a high quality Scouting program. Those efforts led to the organization of the nation's first Scout camp at Lake George, New York, directed by Ernest Thompson Seton. Thomas Beard, who had established another youth group, the Sons of Daniel Boone (which he later merged with the BSA), also provided assistance. Also on hand for this historic event was James E. West, a lawyer and an advocate of children's rights, who later would become the first professional Chief Scout Executive of the Boy Scouts of America. Seton became the first volunteer national Chief Scout, and Beard, the first national Scout commissioner.

In 1920 the First Scout World Jamboree was held in London, England with over 8,000 Scouts from 34 countries attending. By 1935 membership in the Boy Scouts of America passed the 1 million mark.

Today Scouting programs exist in 160 countries with a membership of over 28 million Scouts and adult leaders.

Scouting today continues to emphasize the same basic principles and values set forth by the early leaders of the movement. We'll cover those in more detail in the next chapter.

## **Chapter 4 - Aims and Methods of the Scouting Program**

The Scouting program has three specific objectives, commonly referred to as the "Aims of Scouting." They are character development, citizenship training, and personal fitness.

The following eight "methods of Scouting" – each of equal importance – are quoted from the BSA national headquarters website.

- **Ideals.** The ideals of Boy Scouting are spelled out in the Scout Oath, the Scout Law, the Scout motto, and the Scout slogan. The Boy Scout measures himself against these ideals and continually tries to improve. The goals are high, and as he reaches for them, he has some control over what and who he becomes.
- **Patrols.** The patrol method gives Boy Scouts an experience in group living, participating citizenship, and leadership. It places responsibility on young shoulders and teaches boys how to accept it. The patrol method allows Scouts to interact in small groups where members can easily relate to each other. These small groups determine Troop activities through elected representatives.
- **Outdoor Programs.** Boy Scouting is designed to take place outdoors. It is in the outdoor setting that Scouts share responsibilities and learn to live with one another. In the outdoors the skills and activities practiced at Troop meetings come alive with purpose. Being close to nature helps Boy Scouts gain an appreciation for the beauty of the world around us. The outdoors is the laboratory in which Boy Scouts learn ecology and practice conservation of nature's resources.
- **Advancement.** Boy Scouting provides a series of surmountable obstacles and steps in overcoming them through the advancement method. The Boy Scout plans his advancement and progresses at his own pace as he meets each challenge. The Boy Scout is rewarded for each achievement, which helps him gain self-confidence. The steps in the advancement system help a Boy Scout grow in self-reliance and in the ability to help others.
- **Associations with Adults.** Boys learn a great deal by watching how adults conduct themselves. Scout leaders can be positive role models for the members of the Troop. In many cases a Scoutmaster who is willing to listen to boys, encourage them, provide appropriate discipline and take a sincere interest in them can make a profound difference in their lives.

- **Personal Growth.** As Boy Scouts plan their activities and progress toward their goals, they experience personal growth. The Good Turn concept is a major part of the personal growth method of Boy Scouting. Boys grow as they participate in community service projects and do Good Turns for others. Probably no device is as successful in developing a basis for personal growth as the daily Good Turn. The religious emblems program also is a large part of the personal growth method. Frequent personal conferences with his Scoutmaster help each Boy Scout to determine his growth toward Scouting's aims.
- **Leadership Development.** The Boy Scout program encourages boys to learn and practice leadership skills. Every Boy Scout has the opportunity to participate in both shared and total leadership situations. Understanding the concepts of leadership helps a boy accept the leadership role of others and guides him toward the citizenship aim of Scouting.
- **Uniform.** The uniform makes the Boy Scout Troop visible as a force for good and creates a positive youth image in the community. Boy Scouting is an action program, and wearing the uniform is an action that shows each Boy Scout's commitment to the aims and purposes of Scouting. The uniform gives the Boy Scout identity in a world brotherhood of youth who believe in the same ideals. The uniform is practical attire for Boy Scout activities and provides a way for Boy Scouts to wear the badges that show what they have accomplished.

## **Chapter 5 - Troop Organization**

### **Troop 20 or Troop 420...Which is it?**

Troop 20, our original chartered unit designation was assigned in 1915 and appears on many of our documents, flags, uniforms, patches etc. As a result of the 1976 consolidation of the Lancaster-Lebanon Council and the Pennsylvania Dutch Council a revised numbering system was needed to distinguish Myerstown Troop 20 from say, Lancaster Troop 20. Therefore, Troop 20 officially was re-designated as Troop 420. Around the Troop, at the cabin and among those close to the Troop you will hear Troop 20 most frequently. On official B.S.A. correspondence, Troop 420 will be used.

### **Scout Organization and Leadership**

One of the key elements of the Boy Scouting program is the emphasis on youth leadership. Boy Scout leaders are not just leaders in name only, but are responsible for the operation of the Troop. There are few organizations that afford boys the leadership opportunities that they will have in Scouting. The basic role of adults in a Scout Troop is to serve as mentors for the Scout leaders – to train them and guide them toward effective leadership – and to make sure that the program is carried out safely in accordance with Boy Scout directives. It is, however, up to the boys themselves to run the Troop and carry out the program.

To do this, the Troop has a standard Boy Scout organizational structure. At the top is the senior patrol leader (SPL) who is the Troop's senior boy leader. The SPL is elected by the Troop. He works with an assistant senior patrol leader (ASPL) who is also elected by the Troop, that helps him carry out his duties and fills in when the SPL is absent.

The boys in the Troop are organized into patrols – groups of 6-12 boys that function as a team in carrying out the Scouting program. Each patrol elects a patrol leader (PL), and an assistant patrol leader who are responsible for overseeing an individual patrol.

Every month, the SPL, ASPL, and patrol leaders meet in a group called the “patrol leaders’ council” to set the Troop plan for the upcoming month and to discuss any other topics of interest. In Troop 420, our PLC normally meets during the regularly scheduled campout for that particular month.

A summary of Troop leadership positions is as follows (all of the below are elected positions except where noted):

- **Senior patrol leader** - Top Scout leader in the Troop. He runs Troop meetings, events, activities, and the annual program planning conference. He is responsible for carrying out the Troop program, assigning specific tasks to Scouts, leading the patrol leaders' council and, in consultation with the Scoutmaster, overseeing the Patrol Leaders.
- **Assistant senior patrol leader** – He fills in for senior patrol leader in his absence. He is also responsible for training and giving direction to other Troop leaders
- **Troop Historian** – He collects and maintains Troop memorabilia and updates the Troop historical record.
- **Librarian** – He keeps Troop books, merit badge pamphlets, magazines, and other documents for use by members of the Troop.
- **Chaplain Aide** – He is responsible for the “Scout’s Own Service” at Troop campouts and promoting the religious emblem program.
- **Patrol leader** – He leads his patrol and represents them on the patrol leaders' council.
- **Assistant patrol leader** – He fills in for the patrol leader in his absence.
- **Troop guide** – He is an advisor and guide to new Scouts.
- **Den chief** – He works with a Cub Scout den as a guide (not elected – voluntary).
- **Quartermaster** –He is responsible for Troop supplies and equipment.
- **Scribe** – He serves as the Troop secretary.
- **Troop Webmaster** – He provides updates to the online Scout calendar and provides input into updates to the Troop website.

## **The Chartered Organization**

Troop 420 is sponsored by the Myerstown United Church of Christ. The church provides us with a place to meet and other assistance as needed. Our liaison to the church is the chartered organization representative. It should be noted that, while we are sponsored by the Myerstown U.C.C., Troop 420 is open to boys and families of all religious backgrounds.

## **Adult Organization and Leadership**

While Scouting is designed as a “boy led” organization and, as mentioned above, it affords tremendous opportunities to boy leaders, the overall responsibility for making sure the Scouting program succeeds clearly rests with adult leadership. Within the Troop, there are three major adult leadership groups.

## **The Troop Committee**

The Troop committee is the Troop's "Board of Directors." The function of the committee is to support the overall Scouting program, not to operate it. The committee is headed by a chairman and is made up primarily of parents of the Troop's Scouts. Other adults with an interest in Scouting are encouraged to be volunteer committee members. Duties of the Troop committee include the following:

- Ensure that quality adult leadership is recruited and trained, and select and approve the Troop's Scoutmaster and assistant Scoutmasters.
- Ensure the Troop has an active program that meets the needs of the Scouts, parents, and complies with BSA standards.
- Interface with the Scoutmaster on policies relating to Boy Scouting, the Troop and the chartered organization.
- Serve as an interface with our chartered organization through the chartered organization representative.
- Support adult leaders in carrying out the Troop's program.
- Ensure finances are available to support a quality Scouting program.
- The Troop treasurer, a committee member, is responsible for finances – keeping track of funds and making disbursements in line with the approved budget plan.
- Obtain, maintain, and properly care for Troop property.
- Serve on boards of review and courts of honor.
- Aid the Scoutmaster in working with individual boys and problems that may affect the overall Troop program.
- Review and approve the annual activity calendar.
- Recruit and appoint merit badge counselors.

## **Scoutmasters and Assistant Scoutmasters**

While the Troop committee supports the Troop program, it does not operate it. That responsibility falls to the Scoutmaster (SM) and Assistant Scoutmasters (ASMs). They train and guide the boy leaders to run the Troop and ensure that the Troop's program is carried out in an effective and safe manner. The SM and ASMs are active participants in Troop meetings and the outdoor program and must work closely with all of the Troop's Scouts to teach new skills, and with the Troop's Scout leadership to ensure their continued development as leaders.

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

Only registered Troop leaders may accompany the Troop on outings, unless the outing is specifically designated as family camping. To become an adult leader, an adult must complete and submit an Adult Leader Application that must be reviewed and approved by the Troop Committee Chairman and the Chartered Organization representative. The application is then submitted to the Pennsylvania Dutch Council where a criminal background check will be completed and, if successful, will be approved.

Before a parent joins the Scouts on an outing, it is important for the 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 the parent participates as an adult leader, not as a parent. In order for the Scout program to succeed, the Scouts must be free to make decisions, succeed, fail, and learn by running their own Troop. Failure is often the best teacher, and success is a reward for both the Scout and the adults who guide them.

Parents should not be offended if the Scoutmaster or Assistant Scoutmaster asks them not to intervene or make suggestions or 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 it becomes even harder when your own son is involved. Rest assured that Troop 420 wants parents to participate in all aspects of the Troop, and we will do anything we can to make the experience fun and rewarding.

All adult leaders serving in an active role with the Troop must make arrangements for the BSA training class appropriate for their chosen position. This training is offered locally several times per year and many of the required training courses are available on-line. Additionally, having BSA trained leadership is one of the requirements for the Troop to earn the annual Journey To Excellence Award. Troop 420 has been awarded this distinction by the BSA every year since 1994.

## **Friends of Troop 420**

The Friends of Troop 420 is a group of parents who have organized themselves for the purposes of organizing, planning, scheduling and conducting the fund raising efforts of the Troop. No special skills are required to be part of this group other than a desire to assist in raising the funds needed to support a healthy and growing Troop.

## **BSA Organization**

Troop 420 is not alone in the BSA world. Beyond the Troop level, there is an extensive BSA organization that supports the Scouting program. While a detailed summary is well beyond this quick overview, the basic structure above the Troop is as follows:

## **Horseshoe Trail District**

The District comprises more than 90 Scout Troops from the local area and includes the following school districts: Annville-Cleona, Cocalico, Cornwall-Lebanon, Eastern Lebanon, Ephrata, Lebanon, Northern Lebanon, Palmyra and Warwick. The district sponsors “Roundtable” meetings for adult leaders each month and sponsors “camporees” – weekend campouts involving all district Troops – in the spring and fall. The Horseshoe Trail District is part of the:

## **Pennsylvania Dutch Council**

The Pennsylvania Dutch Council, Boy Scouts of America was chartered in 1971 and serves Lancaster and Lebanon counties in south central Pennsylvania.

The purpose of the Boy Scouts of America, incorporated on February 8, 1910, and chartered by Congress in 1916, is to provide an educational program for boys and young adults to build character, to train in the responsibilities of participating citizenship, and to develop personal fitness.

Over 100 community-based organizations throughout Lancaster and Lebanon Counties in south central Pennsylvania receive national charters to use the Scouting program as part of their own youth work. These organizations, which operate 214 local Scouting Packs, Troops, and Crews, have goals comparable with those of the Boy Scouts of America and include religious, educational, civic, fraternal, business and labor organizations, corporations, professional associations, and citizens groups.

The Pennsylvania Dutch Council has three service areas known as “districts” that serve the following school districts:

Horse-Shoe Trail District: Annville-Cleona, Cocalico, Cornwall-Lebanon, Eastern Lebanon, Lebanon, Northern Lebanon County, Palmyra, and Warwick

Conestoga River District: Conestoga Valley, Eastern Lancaster County, Lampeter-Strasburg, Penn Manor, Pequea Valley, Solanco

Harvest District: Columbia, Elizabethtown, Donegal, Hempfield, Lancaster, Manheim Central, Manheim Township

The Pennsylvania Dutch Council is part of the:

## **Boy Scouts of America National Council**

The more than three hundred local councils across the United States report to national headquarters in Irving, Texas. The national council sets standards and policies for the BSA. The national headquarters sponsors the National Jamboree (held every 4 years) and runs the National High Adventure Camps, publishes Scouting books and magazines, and takes care of the other myriad responsibilities required to keep the program functioning. It also represents the US at the:

## **World Organization of Scouting Movements**

The WOSM is headquartered in Geneva, Switzerland, and brings together Scouting movements from over 200 countries and territories around the world. It sponsors the International Scout Centre at Kandersteg, Switzerland and the World Jamboree, held every four years.



## Chapter 6 - Meetings

Troop 420 has its regular Troop meetings on Wednesday evenings. We meet every Wednesday unless a major holiday happens to fall on a Wednesday. All meetings are listed on the Troop calendar. During the late fall, winter and early spring meetings are held from 6:30 until 8:00 pm in the Fellowship Hall of the Myerstown United Church of Christ. During the late spring, summer and early fall months meetings are held at the Troop cabin on Halfway Drive from 6:00 pm until 8:00 pm. The Troop calendar located on our website lists where the meetings will be held. Please make every effort to arrive a few minutes early as late arrivals tend to disrupt the opening of the meeting.

Meetings include a flag ceremony and announcements followed by the program for the evening. Program topics range from hands-on learning and demonstrations to guest speakers. We routinely break into patrols to learn and practice skills and to plan for upcoming campouts and activities. Regular meetings end with a closing ceremony consisting of announcements and reminders followed by a “Scoutmaster Minute” and our “Scout Benediction.”

### Courts of Honor

Three times a year the Troop holds a court of honor to recognize advancement, awards, and merit badges. This is a formal ceremony and all family members are cordially invited to attend and show support for the Troop and Scouts.

### Other Items of Interest Related to Meetings

- Unless otherwise indicated, Scouts are expected to be in Class B uniform for all Troop meetings.
- Each Scout should always bring his *Boy Scout Handbook* to every meeting so that requirements can be signed off as they're completed. The meeting program for newer Scouts often includes specific instruction on advancement skills.

### Meeting Cancellations

If meetings are cancelled due to inclement weather, patrol leaders will be notified and will make phone calls to inform their patrol members. We will also post a notice on the Troop website. We do NOT follow the school system cancellation policy. Also, because different school systems typically schedule their breaks at varying times we do not suspend meetings during spring break or teacher workdays. We do not meet between Christmas and New Year's Day.

### Schedule Conflicts

From time-to-time, scheduling conflicts will arise. The Troop holds schoolwork, religious education, and family responsibilities as a higher priority than Scouting. Be assured that there is no penalty for an excused absence from any meeting. If a Scout is unable to attend a Troop meeting or other Scout

function due to such a conflict, it is expected that the Scout will contact his Patrol Leader and inform him of the conflict. This is a responsibility of the Scout and not the parent.

## **Chapter 7 - Camping and Campouts**

*A week of camp life is worth six months of theoretical teaching in the meeting room.*

*– Lord Robert Baden-Powell*

The outdoor program is at the heart of Scouting. Many of the requirements for advancement in Boy Scouts relate directly to camping. In Troop 420 we schedule an outdoor activity, generally a campout, for every month of the year and encourage maximum participation on the part of our Scouts. On campouts the boys not only learn about camping skills and nature, they also learn about cooperation, teamwork, and leadership.

### **Troop 420 Cabin and Land**

Troop 420 is very fortunate to have property located at 916 Halfway Drive, just a short drive Northwest of Myerstown. The property consists of 12 acres of hardwood forest that was placed in trust for the benefit of future Scouts by several Myerstown area businessmen in the 1930's.

Over the years, and with a tremendous amount of donated material, labor, and community support a substantial cabin was built on the site to benefit the Scouts.

Also on the property are four individual campsites for Scouts and one for adult leaders, a pavilion, a privy, walking trails, a compass navigation trail, a campfire circle and a special area maintained for the retiring of used and worn American flags.

### **Types of Campouts**

- Car Camping – Troop 420's most common type of camping – we park close to the campsite and everything can be easily carried from the car.
- Backpacking – A camper carries his gear – all of it – on his back – it's essential to pack only what you need.
- Cabin Camping – We'll stay in a cabin; a kitchen is normally available. Scouts don't need tents, but will need a sleeping bag.
- Summer Camp – requirements vary depending on the camp – at most Boy Scout camps, Scouts will stay in large, 2 person tents and sleep on cots.

### **Before the Campout**

- Sign up early. At Troop meetings we have a sign-up roster for upcoming activities and we ask that both boys and adults sign up if they will be participating. For planning purposes, it really helps to sign up well in advance, but generally the last chance to sign up for a weekend campout is two meetings before the campout. At that time, please submit the camping fee. **The**

**standard cost of a weekend campout is \$15. This covers the cost of food and camping fees and is due 2 weeks prior to the scheduled campout.**

- Flexibility is synonymous with Troop 420 – if you're not sure if you can participate because of other commitments (e.g. changing sports schedules), let us know – we try hard to accommodate all schedules. But, while we are flexible, there's a point of diminishing returns for Scouts that can only participate in portions of an activity due to outside commitments.
- Use the camping checklist! (available on the website) Even seasoned campers should use a checklist to make sure nothing is forgotten. Parents – *resist the urge to pack for your son*. He has the list – give him guidance, but let him do the packing.
- If you need equipment (e.g. tent), let the quartermaster know the meeting before the campout. You can check out the equipment at that time. It's always a good idea to make sure your gear is ready to go and all parts are included with your equipment (you would not want to arrive at a campsite only to discover that there are no poles packed with your tent).
- Plan your activities – many requirements for rank advancement or merit badges can only be performed on a campout. Scouts should plan in advance to have these signed off and work with the adult leaders to make it happen.
- A sample checklist is provided in the Appendix of this guide; copies can also be downloaded from the website.
- However you pack – using a backpack or duffel – each Scout should be able to carry his own gear in a single trip.
- Food!
  - Typically, the Troop will plan, prepare and eat meals as a group on campouts, however, at times the Scoutmaster may require Scouts to plan and prepare meals as a patrol.
  - On backpacking trips, the Scout will plan, purchase and prepare his own meals.
  - When patrol cooking is specified by the Scoutmaster, Scouts are encouraged to try new recipes. There are plenty of camping cookbooks in the Troop library, and recipes in the *Scout Handbook* and a nearly unlimited number on the internet. One patrol member will be designated to purchase the food and will have a budget based on the number of Scouts and meals to be cooked. If you're the parent of the food purchaser, provide guidance but let the Scout do the planning, selection and purchase. Submit a receipt to the Troop treasurer for reimbursement.
- Camping no-no's – no electronic entertainment! We're out to enjoy nature, after all. Electronic games, cell phones, mp3 players, etc. are not permitted on any Troop 420 activity unless specifically announced by the Scoutmaster.
- Most common problems
  - Forgetting essential equipment items (not using the checklist).
  - Not having quick access to rain gear (don't want to have to completely tear apart your camping gear to find the poncho while you're standing in the pouring rain).
  - Not having a flashlight available – it's dark at night and, if you don't know where your flashlight is, you'll need a flashlight to find it.

## **During the Campout**

- Scouts should pay special attention to completing advancement and merit badge requirements. A number of these requirements can only be completed while camping. It's a Scout's responsibility to get these completed and go over them with an adult leader.
- If you're an adult and you'd like to come camping with us, by all means do so! But first, please read the "What Adults do on Campouts" topic later in this chapter.
- No food in tents – ever. We camp outdoors. Critters live there. They get hungry. They smell food. They will claw their way into tents. This is not a good thing.
- Most common problems
  - Getting wet . . . and cold. Cotton retains moisture and draws heat from the body. It is not a particularly good thing to wear while camping.
  - Drink water – the most common medical problem with Scouts is dehydration.

## **After the Campout**

- Dry your gear – tents should be aired out to make sure they're completely dry even when returning from a campout in nice weather. Even a small amount of moisture will lead to mildew and ruin the tent.
- Other gear needs to be dried as well.
- Clean your gear, make sure it's ready for the next campout and pack it away properly.
- Replenish any supplies you've used so you're ready for next time.
- Turn in any Troop gear that you've checked out to the quartermaster; make sure it's clean, complete, and ready for the next Scout that checks it out. If you take any gear home to clean or dry it out, please return it at the **next** meeting. Troop gear that's put away in a "safe place" disappears from circulation and isn't available to others. And, yes, this happens frequently. Please help us with this.

## **Leaving a Campout Early**

- If a Scout needs to leave a campout early, the parent must complete a "Permission to Leave Campout/Meeting" early permission form. This form is available on the website as well as the Appendix.

## **Gearing up – Equipment for Camping**

Following is an overview of camping equipment that will be needed as a Scout. It should be noted that a *huge* amount of detailed information about camping gear is available in books, magazines, and on the internet, much of it related to personal preferences.

## **Getting Started With Camping**

Getting started in camping can be somewhat intimidating for those who have not done it, or not done it recently. There is lots of equipment on the market and there are plenty of opinions as to what is and isn't

necessary. Following are some suggestions for deciding what you really need when you're first starting out.

## **Troop Provided Equipment**

The Troop provides "common" equipment on a campout. This includes: cooking gear, stoves, first aid kit, dining fly, lanterns, saws & hatchets, water jugs, and miscellaneous tools. Scouts are not expected to pack this gear with their own equipment and there's no need to ever buy any of it. In Troop 420, Scouts generally have their own tents, however, we have a number of tents that Scouts are welcome to borrow before making a decision on a purchase. Do not rush into a tent purchase – use a Troop tent until you're certain of the type and style you'd like to invest in.

## **Personal Equipment Items and Recommendations**

### ***Backpacks***

A backpack is not necessary unless we actually do backpack camping. Most of Troop 420's camping is "car camping" meaning that we camp close to where we park the cars. A duffel bag with handles or a lidded plastic tote is more than adequate for car camping. With that said, Troop 420 has several Assistant Scoutmasters with extensive backpacking, hiking, and camping experience. You are encouraged to seek their advice and recommendations before purchasing backpacking gear.

### ***Sleeping Gear***

- Sleeping bags come in all shapes, sizes, and price ranges. For general use, a bag with synthetic fill (such as "Hollofil") that is rated at 20 degrees will suffice. Down filled is lighter and, therefore, generally preferable for backpacking (but down is more expensive and there are a number of considerations when buying a down filled sleeping bag – all down filled sleeping bags are not created equal).
- Sleeping pads. Keep in mind that you need to insulate yourself from the ground – a pad serves that purpose, as well as keeping you comfortable. There are two basic types (please don't bother with blow up air mattresses) – foam pads, or self-inflating (such as Thermarest). Either will suffice. The self-inflating pads tend to be more comfortable (comfort, however, is very subjective), but are also more expensive.
- Pillow. Pillows are a matter of personal preference – There are inflatable pillows, backpacking pillows, or other small pillows. Some find that a rolled up jacket or sweater works just fine.

### ***Things to Wear***

What to wear is a function of the weather – how hot, how cold, or how wet. But keep a few things in mind:

- Rain gear – It will rain – be prepared. A good quality poncho is probably the best all-around rain gear. Do not buy a plastic rain suit – they don't breathe and are miserable to wear. There are a number of high quality rain suits that do breathe (made out of fabrics such as Gore-Tex). These

are great but tend to be very expensive and most boys will outgrow them long before they've gotten their (or their parent's) money's worth from them.

- Clothing – The key to comfortable camping is staying dry and warm. Cotton clothing is not the way to make that happen. Cotton (such as blue jeans) gets wet and stays wet, and when it's wet the wearer gets cold and stays cold. Cotton T shirts may be OK for camping when it's warm and dry, but be prepared for other weather. Synthetics will wick moisture away from the body whether it comes from sweat or rain, and helps maintain a reasonable comfort level. For cooler weather, layering is the key . . . layers of clothing that can be put on or taken off as needed.

### ***Footwear***

Keeping your feet dry and comfortable are absolute musts when camping. For car camping, well-fitted sneakers should suffice, but bring an extra pair along as they do get wet (boys are attracted to water and can generally find some to step in – even in a desert. Also keep in mind that heavy dew can get shoes just as wet as a heavy rain). Use hiking socks that wick moisture away from the feet. For hiking, boots are a necessity. Make sure they are high quality, fit well (when wearing thick hiking socks) and are broken in *before* going on a long hike.

### ***Toiletries***

Keep it simple. For a weekend campout all the typical Scout needs is a toothbrush, toothpaste, camp soap, and a small towel. A Scout can pack more, but it won't get used. Camping stores sell small camp towels which are lightweight, hold lots of moisture, and dry easily – nice, but certainly not a necessity.

### ***Cooking Gear***

As stated above, the Troop will provide the cooking gear – the Scout will need his "eating gear", consisting of a bowl, a cup, and some utensils. A rinse bag is a nylon mesh bag that comes in handy for rinsing and drying dishes.

### ***Other Gear***

- Scout knife – very handy, but no need to buy a Swiss Army Knife with 50 gadgets – a knife with a couple blades is really all the new Scout needs. Brightly colored is better. They routinely get dropped and a camouflage design on a knife will do precisely what it was designed to do – remain camouflaged.
- Compass – Go for the basics – remember, the basic function of a compass is to point north – until you're ready to do *a lot* of orienteering, about \$10 should buy a basic, quality compass.
- Sunglasses – If you get them, make sure they have UV protection – cheap sunglasses without UV protection are worse than no sunglasses at all.
- Emergency whistle – valuable to have if you mistakenly get separated from the group – nothing fancy.
- Rope – A small amount of nylon cord comes in handy for repairs, clotheslines, tent guys, etc.
- Flashlight – small, inexpensive, and brightly colored – and always bring extra batteries. Don't buy the huge monsters that take 10 D-cells – they're way too big and heavy. The cost of LED flashlights has fallen to the point that they are good choices for the new Scout – they're

inexpensive and last a long time on a single set of batteries. Also, a very handy specialized flashlight is one that is fitted with a headband – you can wear it on your head, freeing both hands to work on a task.

- Personal first aid kit – The Troop will bring a large first aid kit on any campout. A new Scout should prepare a personal first aid kit (requirement 6b for the Second Class rank) and bring it on all campouts and hikes. For further information refer to the *Boy Scout Handbook*.
- Canteen or water bottle – In actuality, the containers that bottled water comes in will be sufficient for a new Scout. But, if you really want to buy a water bottle, buy a wide mouth one. They're easier to clean, easier to fill, and easier for adding ice. Most Scouts have the one liter, wide mouth Nalgene water bottles. They come in a variety of colors which is, of course, helpful in identifying your water bottle from the other 25 that are floating around a campsite. There are containers that will hold a water bottle and attach to belts or backpacks. Very few people use traditional canteens any more. In recent years there has been a lot written about Bisphenol A (BPA) plastics used to make water bottles. Whether or not you believe there's a health threat there are plenty of inexpensive BPA-free water bottles on the market now. Better safe than sorry.
- Personal chair – a personal chair or stool can come in handy on campouts – but keep it small and lightweight. Most of our Scouts have a canvas folding chair to take along on car camping trips. A fold-up three legged stool works well also and won't require a separate trip to haul it to and from the car.

Hopefully this will help jump start the camping experience. As a Scout becomes more experienced at camping, he'll have a better sense for what he needs and can make more informed decisions about purchasing (or not purchasing) camping gear.

### ***Closing Comments on Camping Gear***

- For things that a Scout will not outgrow and is not likely to readily lose (such as a tent), it generally pays to go with higher quality the first time.
- Troop 420's equipment inventory has quite a bit of gear available for checkout. Feel free to use it while gaining the experience to know what you *really* need. (But please bring it back when you're finished with it!).
- A Scout should put his name on all personal gear with indelible marker or an engraving pen – despite our best efforts, things do get mixed up and this helps to sort things out.

### **What Adults Do On Campouts**

We absolutely encourage participation on the part of parents on Troop 420 campouts, but for those new to Boy Scouting there are some guidelines that we ask that you follow. While there are exceptions, these guidelines are in effect on most outings.

### **The Adult Leader**

If you attend a campout (and, again, we strongly encourage this!!), you do so in the role of an adult leader. You are expected to serve in that capacity, helping all Scouts equally as a Troop leader. You are

not there to serve as a personal assistant for your own son. In Boy Scouting, the primary job of the adult leaders is to ensure that the activity is safe and to assist the boys in carrying out *their* activities. The underlying principle is to encourage the boys and provide guidance, but NOT to do their work for them. Remember, we're helping them to learn self-sufficiency and how to work on their own. They won't learn if we do things for them. That's not to say that adults don't pitch in – but it is important to let the boys learn by doing and let the boy leaders organize and carry out their activities. The general rule is: if a Scout can do it himself, then let him do it.

Important note:

All adults participating in youth activities **must** have current BSA Youth Protection Training. There are no exceptions to this policy. BSA Youth Protection Training can be completed on-line. The training requires less than an hour to complete and a certificate of completion is provided (also on-line) for printing at the end of the course.

### **Adult/Scout Tenting**

BSA youth protection policies forbid an adult and boy sharing the same tent unless father and son. That having been said, with rare exceptions, we ask that fathers not share a tent with their sons. As mentioned above, adults are members of a separate patrol and each patrol sets up its tents together under guidance of the patrol leader or his designee.

### **Tobacco/Alcohol Use by Adults**

No alcohol will be consumed on Scouting activities. Smoking by adults is prohibited while Scouts are in the same vehicle. At other times adults who use tobacco products must do so discretely and out of sight of the Scouts.



## **Chapter 8 – Summer Camp**

Troop 420 attends a B.S.A. Summer Camp every year. We do not attend the same summer camp each year.

The boy leadership of the Troop has the responsibility to identify research and recommend the summer camp destination every year. The cost of summer camp varies depending upon the destination chosen. The destination, dates, cost etc. for summer camp are announced (usually) in January of each year for that summer.

### **Traditional Summer Camp**

Every Scout should participate in the Troop's annual summer camp. It's a great way to meet new Scouts, get to better know the Scouts in our own Troop, and develop new skills. We select camps that cater to the needs of all Scouts, whether they're new to the program, or "seasoned veterans." New Scouts will typically be involved in a program that specifically targets advancement requirements through the First Class rank and older Scouts can earn a wide variety of merit badges. Most camps also have a special program for older Scouts, such as the Challenging Outdoor Program Experience (COPE), that includes team building exercises, climbing, rappelling, and other special activities. (Scouts must normally be 13 years old and have the First Class rank to participate in COPE). For our traditional camps, we attend both in and out of our council to give our Scouts a varying camp experience. Each Scout camp tends to have its own "flavor" and offers different programs and activities for Scouts.

### **High Adventure Program**

Troop 420 has a very active High Adventure Program. High Adventure is a program of extreme outdoor adventure designed for older, mature Scouts that provides a "life-list" of adventures within the framework of Scouting's values and mission.

Past High Adventure trips have included backpacking in Vermont and Canada, canoeing in Canada and Maine, rock climbing and canyoneering in Utah, SCUBA diving in the Florida Keys, white water rafting in Montana and sailing off of the Coast of Maine.

Scouts must meet the following minimum requirements to qualify for participation in a High Adventure trip.

- The Scout must have reached the age of 13 prior to the day of departure.
- The Scout must have earned the rank of First Class Scout prior to the day of departure.
- The Scout must have earned the swimming merit badge.
- Most importantly, the Scout must, in the opinion of the Scout leaders possess the skills, maturity, discipline and ability to take care of himself that will be needed to successfully complete the adventure being planned.

High Adventure trips are generally planned for every other year. This schedule will permit the active Scout to participate in 3 or 4 epic adventures during his time as a Scout. Specific details regarding each High Adventure trip are made available well in advance of the planned trip.

## **A Word about Homesickness**

In some instances, a boys Scouting experience may represent the first time that he has been away from home for any length of time.

Occasionally a new Scout will experience feelings of separation anxiety or homesickness. Symptoms of homesickness include withdrawal from group activities, crying, lack of desire to eat, moodiness, etc.

In every case of homesickness, the young Scout wants nothing more than to call his parents and implore them to come and pick him up. He will try to convince the parent that he is near death, and must come home right away.

In our experience, this is the worst strategy for dealing with homesickness and a primary reason why Scouts are not permitted to bring cell phones to Troop events.

If your son shows signs of homesickness, the Troop leaders are going to get him engaged in Troop activities and we will be sensitive to his feelings, but we will not send him home. We have found that keeping the homesick Scout very busy will distract his attention away from his homesickness. Once the boy realizes that going home is not an option and he makes it through a night or two with the Troop, the symptoms rarely, if ever, surface again.

On the other hand, a homesick Scout who is allowed to call his parents and then to go home will likely never return to Scouting.

An episode of homesickness provides a valuable lesson in determination and self-reliance for a young Scout. Overcoming it can be a major milestone in a young Scouts development.

## **Chapter 9 - Uniforms**

*“The uniform makes the Boy Scout Troop visible as a force for good and creates a positive youth image in the community. Boy Scouting is an action program, and wearing the uniform is an action that shows each Boy Scout’s commitment to the aims and purposes of Scouting. The uniform gives the Boy Scout identity in a world brotherhood of youth who believe in the same ideals.”*

*- extracted from the “methods of Scouting” from the Boy Scout national website*

*“The uniform makes for brotherhood, since when universally adopted it covers up all differences of class and country.”*  
*- Sir Robert Baden-Powell*

Here in Troop 420 we expect our Scouts to properly wear the uniform at meetings and activities. It is important for Scouts to take pride in the way they look personally, and to understand that, as they wear the uniform, they reflect the ideals of Scouting to the community as a whole.

The Boy Scouts publish a “uniform guide” that has rules for placement of lesser known insignia, but the placement of most insignia is listed on the inside front and back covers of your *Boy Scout Handbook*. There is also a uniform inspection checklist that gives detailed information on insignia placement. Pick up a copy at a Troop meeting.

## Types of Uniforms

- **Official Field Uniform (also called the “Class A uniform”)**
  - Consists of:
    - Tan Scout shirt with all patches in place; green epaulets on shoulder tabs
    - Scout pants (Troop 420 option: green khaki pants or blue jeans)
    - Scout belt and socks
    - Scout hat
    - Neckerchief and slide
  - Should be worn to all Troop meetings.
  - Should be worn to all campouts and other events. Unless otherwise stated, travel uniform should include the neckerchief.
  - Tours and visits are normally conducted in a Class A uniform.
- **Activity or Utility uniform (also called the “Class B uniform”)**
  - Scout pants (Troop 420 option: khaki pants or blue jeans)
  - Other Scout shirt (t-shirt, outdoor shirt, etc.)
  - Scout belt and socks
  - Class B uniforms are typically worn when camping or participating in other outdoor sports activities.
- **Other Uniform Info:**
  - The wearing of camouflage or military style apparel as part of the Class A uniform is prohibited by BSA policy.
  - A merit badge sash is normally worn at courts of honor or boards of review only; it is not tucked into the belt.
  - A Scout that is a member of the Order of the Arrow can only wear the OA sash at official OA functions or while performing OA duties.

## Where to Get Uniforms

The Troop has a limited number of uniform and uniform parts that have been recycled as Scouts outgrow them (and they do grow quickly).

Scout uniforms and uniform items can be purchased at:

- Pa. Dutch Council Scout Store 630 Janet Ave. Lancaster PA.
- Online from the BSA Supply Division [www.scoutstuff.org](http://www.scoutstuff.org)

## Chapter 10 – Advancement

*What it is, how it works, and expectations of the Scout*

Advancement through the ranks is a primary goal of Scouting. The process teaches our Scouts to work toward a goal and develop a plan to achieve that goal. Along the way Scouts gain confidence in themselves as they learn and apply new skills. Each rank has an associated list of requirements, each with increasing challenges to the one before it.

The requirements for each rank are listed in the *Boy Scout Handbook* which also has a chart of requirements that are initialed by adult leaders as the Scout demonstrates completion of that requirement.

### Scouting Ranks

The first badge earned, “Scout”, introduces the new Scout to the Scouting program – teaching fundamentals such as the meaning of the Scout sign, law, and oath. Each Scout should immediately work toward completion of these requirements.

The first three ranks, that of Tenderfoot, Second Class, and First Class, emphasize “Scoutcraft” skills – basic skills that each Scout is expected to know and master – such things as outdoor skills, nature, first aid, and safety. The requirements for each of these can be worked on simultaneously. A Scout can complete first aid requirements, for example, for all three ranks at the same time. A Scout should set the goal of achieving First Class rank by the end of his second year in the Troop.

The higher ranks, Star, Life, and Eagle are achieved primarily through earning merit badges. Each rank has a requirement for a number of merit badges, some of which must come from the “Eagle required” group. This group of 13 merit badges emphasizes citizenship, outdoor, and emergency preparedness skills. All of these must be completed before becoming an Eagle Scout. Eagle required merit badges are: Camping, Cooking, Citizenship in the Community, Citizenship in the Nation, Citizenship in the World, Communications, Environmental Science OR Sustainability, Family Life, First Aid, Personal Fitness, Personal Management, Emergency Preparedness OR Lifesaving, and Cycling OR Hiking OR Swimming.

### Troop Leadership

The higher ranks (Star, Life, and Eagle) have leadership requirements which specify that Scouts must serve in Troop leadership positions before advancing in rank. This is far more than a “checklist item” as the “boy led Troop” relies on Scout leaders to run the Troop. If Scout leaders are not carrying out their responsibilities, the overall program of the Troop as a whole will suffer. Troop 420 places a great deal of emphasis on boy leadership and provides an annual *Junior Leader Training* sessions for all boy leaders as well as specific training for each leadership position. A complete listing of Troop leadership positions is contained in Chapter 5. Since you can’t be an effective leader if you’re absent from meetings or activities, Scouts are expected to attend at least 80% of the meetings and participate in at least 75% of activities during their tenure as Troop leaders. Elections for the positions of Senior Patrol

Leader (SPL) and the Patrol Leaders of each patrol are held in November each year. Detailed information and procedures for becoming a Troop leader are announced in the weeks leading up to the elections, however, boys that are looking to fill a leadership role in the Troop should realize that leadership is an ongoing learning experience and should always be preparing themselves for a leadership role.

Also, a Scout who seeks a leadership position within the Troop should understand that added responsibility and expectations also come with that position. Scouts who are elected or appointed to a position within the Troop leadership are expected to attend all Scout meetings, campouts and events except in the case of illness or injury.

### **Completing Advancement Requirements**

Advancement is a part of Scouting. Each Scout is expected to advance at least through the rank of First Class as advancing through Tenderfoot, Second Class, and First Class involve learning the important “Scoutcraft” skills that are the bedrock of Scouting. The following are specific procedures or tips for completing requirements:

The Scout is expected to take the initiative to learn the background on a particular requirement and demonstrate that knowledge to an adult leader. The requirement is specific and the expectations are no more or less than listed. “Demonstrate” means just that – the Scout must actually perform the action. In Troop 420, only adult leaders actually certify completion of a requirement. Some Troops allow senior Scouts to do this. We do not. Also, please note that, unlike Cub Scouts, parents do not sign off on advancement requirements.

Many advancement requirements can only be completed in conjunction with a campout. It is important that Scouts plan in advance to work on those requirements during a campout. If, for example, the requirement is to purchase food for the campout, the Scout must be assigned the duty during the planning meeting leading up to the campout. Scouts should ask for assistance if they have any questions about a requirement. The background material for all requirements through First Class is in the *Boy Scout Handbook*. Scouts should read the book in conjunction with their advancement.

When all requirements for a rank have been completed, the Scout should schedule a Scoutmaster conference with the Scoutmaster. Upon completion of the Scoutmaster conference, the Scoutmaster will confirm to the Advancement Chairman that the Scout is ready for a Board of Review. The Scout is then responsible for requesting a Board of Review by contacting the Advancement Chairman.

### **Scoutmaster Conference**

The Scoutmaster conference is a time for the Scout and Scout leaders to sit down and talk about how the Scout is progressing toward his next rank. The Scout leaders will ask questions regarding how well the Scout has learned the items required for the rank he is pursuing. The Scout should come to the Scoutmaster conference with his Boy Scout Handbook, wearing his full Class A uniform and be ready to speak openly and honestly about his scouting experiences. The Scout leaders will be assessing the individual needs of the Scout, helping him to set goals for his next rank and trying to gauge the success of the Troop program.

The Scoutmaster conference should be scheduled directly with the Scoutmaster. Scoutmaster conferences are normally conducted during a meeting, campout, or the time directly before or after a meeting. Keep in mind that scheduling in advance is important, as the overall program for a meeting will not normally be modified simply to accommodate a last minute conference. The Scoutmaster conference has no set agenda, but generally covers a review of the rank requirements (although this is NOT a retest) and an overview of a Scout's progress, his opinions and comments about the Troop and Scouting program, and a plan for achieving the next rank.

- Scoutmaster conferences will be held as needed, usually during a regular Wednesday meeting or on a campout.
- Before a Scout can request a Scoutmaster conference for purposes of advancement, all of the requirements for the rank must be signed and dated in his Boy Scout handbook. **Unlike Cub Scouts, a parent is not authorized to sign off on any requirement in their son's Scout handbook.** The Scoutmaster tracks community service hours and nights spent camping in Troop records for purposes of awarding rank advancements.
- It should be noted that a Scoutmasters conference is not a "rubber stamp" process in Troop 420 and achieving the signatures needed for a rank advancement are not guaranteed. The Scoutmasters conference not only reviews a Scouts progress but also demonstrates how a Scout speaks, answers questions, presents himself and carries himself and upholds the highest traditions of Scouting.
- If the Scout leaders do not sign off on the Scoutmaster conference, the Scout may be asked to review some of the requirements and schedule another conference. The Scout need to recognize that if he needs any help, he must ask for it. There are many people, Scouts and leaders who are available to help the Scout, if needed.
- After passing a Scoutmaster conference, the Scout must request a Board of Review by contacting the Advancement Chairman.

## **Board of Review**

Finally it's time for the board of review. The Board of Review will be scheduled by the advancement chairperson. The primary purpose of a board of review is to review a Scout's advancement record and pass him to his next rank, or, in rare cases, to counsel a Scout who has not been advancing. The board process is an important part of the Boy Scout experience and benefits both the Troop and the Scout. It's an important way for the Troop committee to gain feedback on Troop activities, as Scouts are encouraged to let the board know what he likes and dislikes about the Troop, what ideas he has for activities, etc. It's also an excellent opportunity for a Scout to gain experience in the interview process – a skill which will be valuable when job hunting a few years down the road. With this in mind, the Troop committee has established some guidelines to help Scouts prepare for a board of review.

- Wear the complete uniform. When interviewing for a job, a person is expected to be appropriately dressed. This is no different. The appropriate dress for a Boy Scout board of review is the Official Boy Scout Field (Class A) Uniform in accordance with Troop policies. The Board of Review will generally turn away a Scout that is not in proper uniform and ask him to reschedule his board for a later time.
- A Scout should always bring his *Boy Scout Handbook* to a board of review showing all requirements for the rank completed.

- A Scout should enter the room, introduce himself to the board, and hand his book to the chairperson. The board chairperson will give further instructions.
- The board will review the candidates' *Scout Handbook* and other documentation to make sure all requirements have been properly completed. A Scout should, of course, "Be Prepared" and perform the double check himself before meeting the board.
- The members of the board will then ask a series of questions. Some will be about the specific skills related to the rank advancement, although Scouts will not be asked to demonstrate skills that have been signed off. Some questions will be about how a Scout has brought Scouting into his everyday life. Questions may be about how the Scout believes the Troop can improve. A Scout should also expect to answer questions about his involvement in community service activities and discuss, in detail, his contributions as a leader, if he occupies a leadership position.
- As a Scout advances in rank he can expect the questions to be a bit more thought provoking.

The Scout will then be excused while the board members decide if they believe he is ready to advance to the next rank. The Scout will be called back to the room and given the board's decision.

If selected for advancement a Scout will be immediately presented the rank designation and his advancement will be recognized at the next court of honor. The official date of the new rank is the day that it was approved by the board of review. The clock for time requirements for the next rank begins ticking when the board approves the rank advancement.

It should be noted that a Troop 420 Board of Review frequently consists of Scout Leaders, Committee members, community leaders, local businessmen etc., therefore a Board of Review is not scheduled at the convenience of the Scout or his schedule.

After the Scout requests a Board of Review by contacting the Advancement Chairman, the Advancement Chairman will schedule the Board of Review to accommodate the schedule of its members. The Scout will be advised when the board convenes and will be expected to make himself available at the appointed time.

### **A Few Words about the Eagle Scout Rank**

The Eagle Scout rank is universally recognized as a sign of distinction. Only about 5% of the boys that enter the Scouting program will become Eagle Scouts. For the latest information on the Eagle rank, procedures for becoming an Eagle, Eagle application forms, and the latest Eagle project booklet check out the following source: The National Eagle Scout Association ([www.nesa.org](http://www.nesa.org)) website.



**Troop 420 Eagle Scouts: the below are those boys who have earned the rank of Eagle Scout under the guidance of Scoutmaster Mr. Dennis Palm:**

Jonathan Donley 10/5/1995	Brett Scipioni 3/31/1999	Dustin Noll 3/31/1999
Justin Palm 3/31/1999	Adam Gress 5/29/1999	Aaron Foulk 7/11/1999
Jonathon Barket 9/6/2000	Jeremy Schott 8/17/2003	Ben Umberger 9/29/2003
Brandon Batz 9/29/2003	Sam Diamond 11/30/2003	Ben Billingham 12/12/2004
Justin Lutz 8/25/2005	Wesley Bensing 11/14/2005	Eric Digiacomo 7/23/2006
Jonathan Day 11/20/2006	Derek Behm 7/24/2007	Zachary Batdorf 9/10/2007
Craig Smith 1/14/2008	Timothy Reitnouer 9/28/2008	Nathan Bicher 9/29/2008
Justin Sheffy 7/27/2009	Zachary Sheffy 7/27/2009	Ryan Miller 4/13/2010
Alex Wall 12/14/2011	Damian Fisher 7/5/2012	Mitchell Aponick 8/21/2013

**Other Comments**

- It is a Scout’s responsibility to advance. A Scout should always have a plan for rank advancement and stick to it. Slow, steady progress is the key to success.
- Parents should monitor their son’s progress and encourage his continued advancement. Scouts are supposed to do this on their own, but a tactful nudge from time to time is often in order.
- The Eagle rank is not simply about a Scout completing a checklist of items. Eagles are expected to be proven leaders and Troop 420 therefore expects its Eagle candidates to have actively sought and enthusiastically carried out senior leadership roles. Since Eagles represent the top 5% of Scouts, it is reasonable to expect them to have filled the most challenging leadership positions. A natural progression for an Eagle candidate would be Patrol Leader, ASPL, then SPL.
- The board will expect a Scout in a leadership position to have fulfilled the responsibilities of that position. A Scout-led Troop relies upon its Scout leaders to do their jobs – this is important in the leadership development for the Scout as well as the effect on the Troop. A Scout who has not consistently performed the duties of his assigned or elected leadership position can expect to have his rank advancement postponed by the board.



## Chapter 11 - Merit Badges

From the earliest days of Scouting, merit badges have been awarded to Scouts who have mastered a set of skills in a particular subject area. Today, there are over 130 merit badges that Scouts can earn (and, yes, there are a few – very few – Scouts who have earned them all).

Merit badges are a great way to learn about a new subject, or to delve a little deeper into an area that interests you. Merit badges may be earned at any time by a registered Scout. While it is recommended that Scouts concentrate on rank advancement until achieving First Class rank, it can be fun and rewarding to earn a few merit badges early on. Once a Scout has achieved the First Class rank, the requirements for rank advancement shift heavily toward merit badges. Star rank, for example, requires that a Scout earn six merit badges. Of those, four must be from the required list for Eagle Scout. Twenty one merit badges are required to attain the rank of Eagle Scout, and thirteen must come from the “Eagle required” list – a special group of merit badges that emphasize citizenship, the outdoors, fitness, and life skills. As previously stated, these are Camping, Cooking, Citizenship in the Community, Citizenship in the Nation, Citizenship in the World, Communications, Environmental Science or Sustainability, Family Life, First Aid, Personal Fitness, Personal Management, Emergency Preparedness OR Lifesaving, and Cycling OR Hiking OR Swimming.

### Merit Badge Requirements

The list of requirements for each merit badge is published annually in a book called *Boy Scout Requirements*. It is important to use the latest edition, as the requirements are updated each year. The most current requirements are available at [www.meritbadge.com](http://www.meritbadge.com), which also has links to many resources to help in learning about the subject of the merit badge. The BSA publishes a pamphlet for each merit badge which has all of the background information a Scout needs to study for the merit badge. The Troop has many of these available for checkout. They’re also available on-line at no cost or at Scouting outlets or by mail order at a nominal cost.

It’s a good idea to flip through the merit badge requirements book and plan ahead for badges you’d like to set your sights on. You’ll find that there are probably quite a few that you qualify for with just a little extra work because you’ve covered the material at school or as a hobby.

### Merit Badge Procedures

So, how does a Scout get a merit badge? The procedures are simple, but please don’t skip any steps. A Scout should follow these steps:

1. Once you decide which merit badge you’d like to pursue, make sure you have access to the merit badge manual and an approved counselor for that merit badge as part of your decision process. A list of approved Troop 420 merit badge counselors can be found on the webpage. It’s important to make sure that the requirements of the merit badge are within your capabilities. For example, the Chemistry merit badge is best obtained after taking high school chemistry. If you need help finding a counselor, ask one of the Troop’s adult leaders.

2. Get an “Application for a Merit Badge” form, also called a “blue card” from the Scoutmaster or one of the assistant Scoutmasters. Make sure you fill it out properly – ask if you’re not sure how. The Scoutmaster will make sure you have a counselor lined up and that you’re ready to take on the requirements of that merit badge before signing the blue card.
3. Do Not begin work on a merit badge without first completing a “blue card”.
4. Familiarize yourself with the requirements and contact the merit badge counselor. Ask for guidance on any areas you don’t understand. Remember, the counselor is there to provide assistance and to steer you in the right direction, not to serve as a substitute for studying the book. You and your counselor may decide on a number of progress checks to sign off on requirements as they’re accomplished (particularly on some of the more complex or lengthy requirements).
5. **IMPORTANT!** If you visit a counselor you **MUST** always go with a buddy. This can be a friend, parent, or sibling, but you cannot go alone. A counselor cannot, by Boy Scout regulations, meet with a Scout (other than his/her own son) without another person present. When you visit, you’re expected to be prepared, polite, and dressed in the **Official Field Uniform** (also known as the Class A uniform).
6. What’s expected? You’re expected to fulfill the requirements of the merit badge exactly as they are written -- nothing more, nothing less. The merit badge book has the background needed to answer questions relating to the requirements -- use it as your guide. Pay careful attention to the requirements. If it says, "demonstrate", this means "demonstrate", not "discuss.”
7. After you have completed all requirements, the merit badge counselor will sign your blue card. He/she keeps one part, The remaining parts are turned in to the Troop’s Scoutmaster. The ultimate responsibility for doing this rests with the Scout! Until a blue card is properly completed and turned in, you have **NOT** completed the merit badge.
8. Your merit badge will then be presented at the next court of honor, although it is officially “on the record” for use in rank advancement as soon as the Merit Badge Counselor signs that it has been completed.

The most common mistakes in this process are:

- Not having the Scoutmaster sign the blue card when starting to work on a merit badge (some merit badge counselors, rightfully so, will not sign off requirements until this is done).
- Not properly filling out the blue card by either the Scout or the counselor.
- Not reading the merit badge book and/or not completing requirements before the conference with the merit badge counselor. The merit badge book is specific and comprehensive, and it’s pretty obvious when a Scout hasn’t taken the time to read it. Showing up unprepared for a merit badge conference is an unfair waste of a counselor’s time.

### **Other Merit Badge Info**

- From time to time Troops, districts, or councils will have “merit badge workshops.” These gatherings are generally "self-contained" -- that means they teach you what you need to know, give you materials to complete all projects, and evaluate your work. The idea is to walk away with a completed merit badge and signed blue card. Sometimes there are requirements that must be completed in advance -- unless you do so, you’ll walk away with a "partial" and could likely find it very difficult to get back with a counselor to complete the requirements.

- A Scout is responsible for keeping his unfinished blue card. If you lose it you may have to complete the requirements again.
- There is no time limit on the completion of merit badges, as long as they're done by the time a Scout turns 18.
- If you'd like to maximize the number of badges you get at summer camp, look carefully at the requirements and complete as much in advance as possible. At camp you will have access to a wide range of counselors who are more than happy to sign off your badge requirements . . . but obviously can't sign off that a badge is completed until all requirements have been met. Leaving even one incomplete requirement means you'll have to find a counselor when you return home to verify that last requirement. It's far better to walk away from camp with a completed blue card. When you complete a merit badge at camp, give the blue card to your Scoutmaster while at camp. That way all blue cards get handed in and processed at the same time. Otherwise, they tend to disappear into corners of backpacks, jean pockets, or other strange places. Washing machines can do brutal things to blue cards.

## Chapter 12 - Training – Adult and Scout

Scouting offers many wonderful training opportunities for both Scouts and adult leaders. Because of the nature of the program and many new people entering each year the BSA has placed a great deal of emphasis on its training courses. These courses are well conceived, thorough, and taught by motivated instructors. A more detailed explanation of the Boy Scout training program is available on the council website, but new Scouts and their parents should be aware of the courses in this chapter. Adult leaders can ask our Troop's training coordinator for more information. If you'd like to take the online training, go to the BSA National Website at [www.scouting.org](http://www.scouting.org) and establish an account in the online training section. If you're a registered adult it would be helpful to have your member ID number handy when you establish your online training account. Your ID number is listed on your membership card or can be obtained from one of our leaders with access to the *Troopmaster* data base.

### Adult Training

The key adult training courses are:

- **Youth Protection Training** - Youth Protection training provides adult volunteers with an understanding about child abuse and youth protection policies of the Boy Scouts of America. It is Troop 420's policy that every adult with direct youth contact in any way have a current youth protection training certification. This course can be taken on-line and takes about half an hour. **Training must be taken with 90 days of registration as an adult leader.** Certification is valid for two years.
- **Boy Scout Fast Start Training** – Provides a quick overall introduction to Scouting -- takes about an hour and is offered online. The course is also offered frequently throughout the year. We highly encourage all parents to take this course.
- **This is Scouting** - An overview of the Scouting program with an emphasis on information that would be useful to adult leaders. This course is available online.

- **Leader Specific Training** – A follow on to “This is Scouting”, Leader Specific Training provides additional training for adults involved in specific leadership roles within the Troop. These courses are offered in modular fashion and can be taken one at a time. Check the Council website for upcoming sessions.
- **Introduction to Outdoor Leader Skills** is specifically targeted to leaders that want to serve as a Scoutmaster or assistant Scoutmaster. It generally involves an overnight campout and introduces specific outdoor skills such as knots, fire building, safety, Totin' Chip, and camping.
- **Troop Committee Challenge** is an online introduction to the important role the Troop Committee has in carrying out the Troop’s overall program. It should be taken by all committee members.

To be considered as “trained” for an adult leader position and eligible to wear the “trained” patch, leaders must complete:

For Committee Members:

- This Is Scouting (online)
- Troop Committee Challenge (online)

For Scoutmasters and Assistant Scoutmasters:

- Youth Protection Training (online)
- This Is Scouting (online)
- Boy Scout Leader Specific Training (Scoutmaster/Assistant SM Training)
- Introduction to Outdoor Leader Skills

## **The Scoutmaster Handbook**

The *Scoutmaster Handbook*, published by the BSA provides adults with an excellent overview of the program, its goals, and how to attain them. We highly encourage you to take the time to read it, even if you only plan to participate in Troop 420 activities on an occasional basis.

## **Scout Training**

For Scouts, most training is conducted within the Troop itself. Leadership training is an ongoing process and Scoutcraft skills are part of a Scout’s advancement requirements.

There are, however, specific training opportunities available to Scouts. These include:

- **Junior Leadership Training (JLT)** – this is a course that is conducted by the Troop. It is held once a year and is a requirement to be elected or appointed to a Troop leadership position.
- **Life to Eagle seminars** – answers questions and provides information targeted at Scouts that have achieved the Life rank to help them clear the hurdle to Eagle Scout. These are generally held twice a year.

- **Den Chief Training** – Normally offered on a Saturday, provides excellent background information for Scouts wishing to serve as a Den Chief for a Cub Scout den.
- **National Youth Leadership Training** – A six day leadership course specifically designed for Scouts – an outstanding introduction to leadership concepts and practical application of those concepts.

## **Chapter 13 - Money Matters in Troop 420**

Troop 420 has its own bank account managed by our treasurer and all expenditures are made with the approval of the Troop committee. The Troop has three main sources of income – fundraisers, dues, and fees assessed for specific events (such as campouts). Following is an overview of how the Troop handles its funds.

### **Friends of Troop 420**

Friends of Troop 420 is a group of parents who have dedicated themselves to managing the fundraising efforts of the Troop. The group meets regularly to plan and carry out various fund raising events for the benefit of the Scouts and Troop.

Any parent wishing to support the mission of the Troop is encourage to get involved and participate in the efforts of the Friends of Troop 420.

### **The Troop Budget**

Each year the Troop committee creates a budget of anticipated expenditures for the year ahead. What is Troop money spent for? The Troop buys new equipment from time to time (such as tents, Dutch ovens, stoves, and other camping gear). We also reimburse expenses that individuals incur in supporting the Troop. All of the gifts for new Troop members are paid for by the Troop and each Scout receives a subscription to *Boys' Life*, the official BSA publication for Scouts. Adult registrations are paid for by the Troop and registered leaders receive a copy of *Scouting* magazine, the BSA's leader publication. The Troop treasury also fronts registration fees and deposits for activities which are generally required well before individual Scouts register for the trips. From time to time the costs of trips exceed the individual Scouts' payments and the Troop will assume the difference to keep fees reasonable for the Scouts. The Troop, like any organization, also has administrative fees (stamps, paper, repro costs, etc.) that are paid from Troop funds. The Troop treasurer keeps a detailed budget that is presented at each committee meeting.

### **A Word About Fundraisers**

Fundraising is vital to the continued success of the Troop. The fundraising in Troop 420 may be a bit different than you have experienced in other organizations.

When a fundraising event is planned by the Troop and Scouts are asked to solicit their friends, neighbors, and family members, the Troop keeps very detailed records of the funds raised by each individual Scout.

After expenses, the funds raised by each individual Scout are then distributed on a 60/40 basis, with 60% of the funds raised by the Scout being deposited into an individual account for that Scout and the remaining 40% being deposited into the Troop's general fund.

Each Scout's fundraising account may be drawn on to pay for summer camp, high adventure trips, camping gear (approved by the Scoutmaster) and routine expenses such as camping fees and Scouting supplies.

If a Scout transfers to another Troop, the funds in his account will be transferred to his new Troop account. If a Scout withdraws from Scouting, any funds remaining in his account revert to the Troop's general fund.

Under no circumstance is a cash payout made to the Scout.

### **What is a Scout expected to pay for?**

- Dues – Annual dues are \$52 or \$1.00 per week. Dues may be paid week by week or they may be paid in full for the entire year.
- Each Scout that attends an activity is expected to pay the fee for that activity. This varies from one activity to the next, but for campouts it is generally \$15. This will cover registration costs, food, and transportation. One Scout typically buys the food for his patrol. We've found that including the food costs into the registration fee and letting the Scout be reimbursed by the Troop is far easier than seeking reimbursement from each patrol member.
- Summer camp – Traditional camps generally cost between \$200 and \$300 for the entire week. High adventure camps typically involve considerably higher fees as the cost of maintaining these camps is higher and the transportation costs may involve airfare. Costs for High Adventure vary and will be announced as soon as they are determined.
- Camping gear – Scouts generally purchase some of their own camping gear, but most essential equipment is available for checkout from the Troop. Please refer to Chapter 7 of this guide for suggestions relating to camping gear.
- Uniforms – Troop 420 Scouts will have their own uniforms. See Chapter 9 for more information.
- Important note – A boy's Scouting experience should **never** be limited for financial reasons. A number of programs are available should a family have a legitimate need for help to underwrite the costs of Scouting. Also, the Troop's "Scout Buck" program offers boys a means to raise money for Scouting related expenses. Contact the Scoutmaster (in confidence) for more information.
- A note on deadlines – Most payments have an associated deadline. This allows the Troop to better plan participation – and is particularly important when the Troop is committing funds for a particular event. Please insure you make payments on time.

## The Scout Buck Program

- What is a Scout Buck? To help individual Scouts underwrite the cost of his Scouting experience, Troop 420 developed a “Scout Buck” program. The program sets aside a portion of the funds that Scouts earn for the Troop during a fundraising event and places it in a “Scout Buck” account for the individual Scout, based on his participation in the fundraising event.
- Where do Scout Bucks come from? The Troop committee decides prior to a fundraising event how the profit will be split, or *if* it will be split, between Scout Bucks and the Troop general fund. For example it might be split on a 60/40 percentage, with 60% for the Troop and 40% for Scout Bucks. (The granting of Scout Bucks is at the discretion of the Troop committee.)
- How are Scout Bucks calculated? Scout Bucks are computed in the following manner: 1) The total dollar amount of Scout Bucks possible for a fund raiser is established; 2) Total hours worked or number of items sold or a combination of the two for all Scouts that participated in the fundraiser is established to get a total unit count; 3) A unit amount is calculated based on total dollars/total units; 4) Each Scout’s units are totaled; 5) The unit amount is then multiplied by each Scout’s unit total; 6) All Scout Bucks are totaled, this total equals the total Scout Bucks amount possible; 7) The Scout Bucks are distributed to each Scout’s account and kept separate from the general fund.
- Who can earn Scout Bucks? Any registered Scout or Scout leader. Additionally Scouting families or friends, if they participate in a Troop 420 fundraiser, can earn Scout Bucks for a specific Scout.
- What is the purpose of the Scout Buck program? The goal is to reward a Scout that participates in a fundraiser for his individual effort in the fundraiser and to minimize the financial impact of Scouting on family budgets.
- What can Scout Bucks be used for? Scout Bucks can be used for: 1) any type of Scouting fee (camping, camporees, dues); 2) Camping/hiking equipment that will be used for Scouting; 3) Scout uniforms; 4) or any other item that the Scoutmaster approves.
- How are Scout Bucks redeemed?
  - If a Scout wishes to use Scout Bucks for fees or dues, they should complete a Scout Account Transfer sheet. This is available on the website and as well as from the treasurer.
  - If a Scout wishes to use Scout Bucks for Scout uniforms, bring the receipt to the Troop treasurer and a check will be issued.
  - If a Scout wishes to use Scout Bucks for hiking/camping equipment he must get scoutmaster approval (this also enables the Scoutmaster to assist the Scout in purchasing the correct equipment). After purchase the receipt should be given to the Troop treasurer and a check will be issued.
  - Redeeming Scout Bucks for any other purpose is at the sole discretion of the Scoutmaster. He will inform the Troop treasurer of who should be receiving Scout Bucks and a check will be issued.
- Who can redeem Scout Bucks? Any Scout in good standing and who is active in the Troop.
- What happens when a Scout leaves the Troop? When a Scout moves on, Scout Bucks can be used to purchase equipment (with the Scoutmaster’s approval) up to 30 days after the Scout gives the Scoutmaster notice that he will be leaving the Troop. If the time period lapses; Scout Bucks

revert to the general fund. If a Scout becomes inactive and the Troop committee has determined that the Scout will remain inactive, the money reverts to the general fund.

- What happens when a Scout turns 18? A Scout has 30 days to purchase equipment (with the Scoutmaster's approval) after his 18<sup>th</sup> birthday to redeem his Scout Bucks, if he does not his Scout Bucks revert to the general fund. A Scout may register with the intent of becoming an active adult leader with the Troop; in this case his Scout Buck account would remain intact.

## Chapter 14 - Service to Others

*“One more item is needed to complete success, and that is the rendering of service to others in the community.”*

*-- Lord Robert Baden-Powell*

One of the fundamental underpinnings of the Scouting program has always been service to others. While some Scout ranks require service hours for advancement, in Troop 420 we emphasize the importance of ongoing service – that service to others is not to be thought of as simply a requirement to be checked off. Scouts should report all of their service hours, not just those involving Scout activities. Citizenship and service are not something practiced once a week at Scout meetings, but represent traits that the Scouting program promotes at all times. The goal is to build solid citizens and service is an important part of that goal.

### What are Service Hours?

Service to others is simply that – when the service is given without remuneration or direct benefit to the Scout. Shoveling the snow from your neighbor's walkway is not service if you get paid for it. Performing the work as a favor, without pay, constitutes service time. Here are a few examples of community service:

- Volunteer work in a food bank, community center, retirement home, or charity such as Habitat for Humanity, Christmas in April, etc
- Working on a conservation project
- Picking up trash along a highway
- Serving a volunteer tutor for students

While it's important to know what can be used as service hours, it's also important to know what is NOT considered community service. Activities for which you're paid are not generally considered as community service. Also, Boy Scout fundraising events where the beneficiary is the Troop or Boy Scouting would NOT be community service. A fundraising event where all of the proceeds are turned over to a charity or another Scouting organization (such as Girl Scouts), however, would be community service. Please ask one of the adult leaders if there are any questions in this area.



## **Recording Service Hours**

Recording service hours is simple. Please note that the project should be approved in advance by the Scoutmaster. While this is not an absolute requirement, it eliminates confusion that sometimes arises about what constitutes actual service hours. If we're working on a Troop project (such as Scouting for Food or an Eagle project), the adult leaders will keep track of a Scout's participation and record the hours.

Troop 420 conducts numerous community service projects throughout the year. Some of those projects include:

- Adopt-A-Highway
- Scouting for Food
- National Night Out
- Wreaths Across America (Ft. Indiantown Gap National Cemetery)
- Service Project to the Myerstown Community Library
- American Flag Collection and Retirement
- Maintenance of Community Christmas Decorations
- Placing, and removing flags on the graves of area veterans-Memorial Day and Veterans Day

## **Chapter 14 – Medical Matters**

The Scouting program is structured to be as safe as possible, but accidents can occur and with our “Be Prepared” motto, we want to do everything possible to ensure the tools are in place should an emergency arise. Many of our activities are outdoors and falls, scrapes, insect bites, splinters, etc. are inevitable. The Troop always takes a first aid kit on any outing and Troop leaders will treat minor issues on the spot. With that in mind, however, leaders will need to know of any special needs, allergies, or other medical information that would affect a boy's treatment. Please let us know before your son takes off on his first campout.

### **Permission Slip**

Before any Troop 420 activity parents are asked to fill out and sign a “permission slip” listing emergency contact numbers, medical insurance information, and a release for the Troop leaders, in an emergency, to seek medical attention for their sons. Under our current system parents can fill out a permission slip that covers an entire Scout year (same as the school year). The form (*Universal Permission Slip*) can be downloaded from our website. If you need to update the information, please fill out, sign, and turn in a new form.

### **Summer Camps**

BSA summer camps have on-site medical care – usually an EMT on duty around the clock. At camp all medical issues are handled by the camp medical staff. Camps require a completed, current medical form (see further information below) for each Scout and adult leader and a medical check is included as part

of the in-processing at camp. If the medical form is missing or incomplete a Scout or leader cannot attend camp. There are **no** exceptions. We will **not** take a Scout or leader to camp that doesn't have the proper medical form on file. Please ensure that a current form is turned in to the Scoutmaster no later than the end of April for an upcoming summer camp.

## **Prescription and Medications**

The official BSA policy concerning prescription medications is as follows:

The taking of prescription medication is the responsibility of the individual taking the medication and/or that individual's parent or guardian. A Scout leader, after obtaining all the necessary information, can agree to accept the responsibility of making sure a Scout takes the necessary medication at the appropriate time, but BSA policy does not mandate nor necessarily encourage the Scout leader to do so. (from the *BSA Guide to Safe Scouting*)

Our leaders will work with families to ensure that medication is properly dispensed. Please note that we will not dispense over the counter medications unless permission is given to do so. The Troop's medical form (on the webpage) offers parents the option of allowing Troop leaders to do so. Some BSA summer camps require that all prescription medications be stored at the camp medical office and be dispensed by the staff. Summer camps will often ask that a special form be filled out should a Scout need prescription medication.

## **BSA Medical Forms**

The Boys Scouts, thankfully, changed the medical form a few years back. Gone are the "Class 1, 2, and 3" forms from the past. Each Scout will need an updated medical form each year. Blank forms can be downloaded from the website. Specific instructions for the medical forms are included as part of the form itself.

Very important!!! Summer camps, particularly high adventure camps, often require their own forms. Make sure you fully understand the requirements for a camp. Scouts and Scouters that do not have proper medical forms cannot register at camp – **no** exceptions.

Scouters over 40 will require an annual physical per BSA regulations.

We are aware that medical forms contain sensitive personal information. All Troop medical forms and permission slips are kept strictly confidential and destroyed when no longer needed.

## **Chapter 16 - Troop Communications**

A Scout is responsible for knowing what is going on in the Troop, what events are coming up, and what events he plans to attend. Announcements are made at the beginning of every Troop meeting and Scouts should take note of the schedule of events and make plans to participate, if applicable. Scouts that miss a meeting should contact their patrol leader or other patrol member to get updated information

about upcoming activities. Parents should ask Scouts about scheduled activities and events after every meeting to make sure the proper information makes it to the family calendar.

Additionally, information on Troop activities is available through three primary sources – email, the website, and by attending meetings regularly. “Troop updates” are sent from time to time via email with the latest information, changes, etc., and are sent to any and every email that’s on our list. Please make sure the email address(s) we’re using is current and that we’re using an address that you check frequently. It’s particularly important to check emails daily when we’re getting close to an activity, as updates on how many people are coming, who is providing transportation, who is buying the food, etc. can change.

The Troop’s website [www.myerstownboyscouts.org](http://www.myerstownboyscouts.org) is updated frequently and is also a good source for current information. Last minute changes (such things as meeting cancellations due to inclement weather) will be posted on the website. Also, other important info – Troop forms, permission slips, the latest Troop calendar, “hot news items”, etc. are posted on the website.

Realizing that not everyone uses email, please let us know if you’d prefer to receive information via a different means. We don’t mind making phone calls, but will use e-mail in the absence of further direction.

We recommend that you keep the latest Troop information on your family calendar and discuss upcoming activities as a family to decide well in advance which Troop 420 activities you’ll be participating in.

Information flow is a two way street. While there are many valid reasons that a Scout cannot attend activities, he should develop the responsible approach of letting his leaders (patrol leader, or senior patrol leader) know when he’s unable to attend a meeting or activity. If a Scout expects to have extended absences from Troop activities due to scheduling conflicts (e.g. sports, church activities), he should personally notify the Scoutmaster.

## **Chapter 17 - Safety & Discipline**

Every effort is made to make the Scouting program as safe as possible. While adult leaders may sometimes allow Scouts to make mistakes as a learning experience, safety is never compromised and leaders will immediately intervene for any safety related issue.

### **Guide to Safe Scouting**

The bible of Scout safety is a pamphlet entitled, “The Guide to Safe Scouting.” The latest edition can be found on the BSA national website and is available for purchase at the Scout Store. The guide includes detailed guidelines for conducting various activities and lists prohibited activities (for example, the use of all-terrain vehicles, participation in boxing or martial arts activities, hang gliding, bungee jumping, and paintball are all prohibited activities).

Please note that in accordance with BSA or Troop 420 policies the following are prohibited at any time:

- Sheath knives
- Knives with blades longer than 4"
- Fireworks
- Illegal drugs
- Firearms (except under very narrow conditions when participating in a shooting activity)
- Swimming in an unauthorized area
- Use of tobacco products (while the use of tobacco products by adults is discouraged, adults can discretely use tobacco products away from Scouts)
- Alcoholic beverages
- Hazing of any type
- Aerosol cans of any type
- Lighters

## **Two Deep Leadership**

Boy Scout youth protection guidelines require at least two registered adult leaders or one registered leader and a parent of a participant, one of whom must be 21 years old, to be on all trips and activities. No one-on-one contact between adults and youth members is permitted (except in the case of parent-son). Troop 420 requires that all adult leaders with direct contact with Scouts have current BSA Youth Protection Training.

## **Discipline**

Although we hope to never implement disciplinary measures, the following guidelines should be familiar to all Troop 420 Scouts and their families:

- Illegal drugs, alcohol, or tobacco (outside of above guidelines) use is strictly prohibited and use of such during any Scouting activity by either a boy or adult will result in immediate expulsion from that activity and may result in further action by the Troop committee.
- Inappropriate behavior is defined as behavior unbecoming a Scout (i.e., behavior not in accordance with the Scout Law, Scout Oath, or Outdoor Code) during meetings or activities. Continued inappropriate behavior will be referred to the Troop committee for further action.
- The SPL's role is not to impose discipline, but to lead the Troop. Although he does have the authority to settle minor disputes as he sees fit (with Scoutmaster approval), the Scoutmaster and/or Assistant Scoutmaster in charge will deal with major disputes or disturbances.
- For continuous inappropriate behavior at meetings or activities, a Scout may be put on probation.
- A probationary period can last up to one year. During that time, the presence of a parent or other adult who accepts responsibility for the Scout during any Scout activity may be required.
- When inappropriate behavior occurs at a Scout activity, parents may be called to pick up the Scout immediately.
- An adult leader who witnesses serious inappropriate behavior by a Scout will report to the Scout and his parents, the Scoutmaster, and Troop committee. Upon receiving this report, the Scoutmaster, with the approval of the Troop committee and the advice of the patrol leaders'

council will counsel the Scout and determine an appropriate action. This can include limiting the Scout's participation in Troop activities until the Scout's parents meet with the Troop committee to resolve the issue.

## **Chapter 18 - Other Miscellaneous Topics**

There are always a few of those “cats and dogs” topics that don't seem to fit elsewhere, so we gathered them together into this section.

### **The Troop Calendar and Annual Planning Meeting**

Troop 420 maintains a very busy schedule of events and activities. Every fall the PLC (Patrol Leader Council) plans all of the events, campouts and trips for the following year. Service projects, fund raisers and other events are added to the calendar at this time.

The Troop committee reviews all planned activities for the coming year. When approved, the calendar is posted on the Troop website and distributed at the annual Christmas dinner. The calendar can also be printed directly from the Troop website.

Every Scout is expected to bring his copy of the calendar with him to the weekly meeting. Announcements, changes, and additional information may be announced at the regular Scout meeting.

It is the Scouts responsibility to know what is going on in his Troop.

### **Order of the Arrow**

The Order of the Arrow (OA) is Scouting's honor society. Its four stated purposes are:

- To recognize those Scouts who best exemplify the Scout Oath and Law in their daily lives,
- To develop and maintain camping traditions and spirit,
- To promote Scout camping, and
- To crystallize the Scout habit of helpfulness into a life purpose of leadership in cheerful service to others.

To become eligible for membership a Scout must meet the minimum criteria (a certain number of days camping, First Class rank, etc) and be elected by the members of the Troop. Elections are held at one of the Troop meetings in the Jan – March time frame. Scouts that are elected are “tapped out” at the district's summer camp and are offered the opportunity to accept the challenge of the “ordeal” to become a member. To add to the mystery of the experience, the ordeal and ceremonies associated with the OA are generally not discussed outside of OA membership. This has sometimes led to the OA being erroneously called a “secret society”, but all ceremonies, scripts, events, etc., are open to interested adults. There are no “secret societies” or ceremonies within Boy Scouting. As with the rest of the Scouting program, no hazing or demeaning activity is permitted. Parents are invited to review OA

ceremonies and attend if desired. Adult leaders are also eligible for OA membership and are nominated by Troop, district, or council leadership. Only about 12% of the Scouts and Scouters are OA members.

## **Special Awards**

Boy Scouts can earn special awards from a wide variety of sources. Social groups, veteran's organizations, community groups, and many other organizations offer awards and prizes to Scouts. The award can range from a simple patch or certificate to cash prizes. Rules are often highlighted in Scouting magazines such as *Boys' Life* or flyers received by the Troop. As these come up they're announced at Troop meetings.

The Boy Scouts also have a number of awards to reflect Scout's achievements. A partial listing of these can be found in chapter seventeen of the *Boy Scout Handbook*.

Many summer camps offer awards for fulfillment of certain criteria while at the camp. Scouts, Troops, or patrols can earn recognition for completion of an established set of requirements.

Each major religion sponsors a religious emblem that Scouts can earn. These are administered by the religious organizations themselves and the requirements are laid out by the religious organization's central leadership.

Some councils or group of councils sponsor special awards for activities within their areas. For example, the National Capital Area Council, in concert with neighboring councils, sponsors an award for hiking the **Chesapeake and Ohio Canal** towpath. Hiking or biking any portion of the towpath earns a Scout or Scouter the basic C&O Canal Patch and five "rockers" (patches that go around the outside of the main patch) can be earned for hiking or biking the portion of the towpath that traverses each of the five councils that the canal goes through.

## **Chapter 19 - Expectations of Scouts and Parents**

*"The spirit is there in every boy; it has to be discovered and brought to light."  
- Lord Robert Baden-Powell*

### **Scouts – Do Your Best**

- Live by the Scout Oath and Law.
- Support the Scouting program in word and deed.
- Obey and respect Scout and adult leaders.
- Arrive for activities on time and prepared for the activity.
- Encourage other boys to join Scouting.
- Treat fellow Scouts and adult leaders with respect.
- Continue to advance.
- Be an active participant in the Troop.

- Fulfill the requirements of any leadership position you accept.
- Respect the uniform and wear it properly.

### **Parents - Support Your Son's Scouting Activities**

- Help him to meet the expectations of a Scout, as listed above.
- Monitor his advancement in the program and provide encouragement and guidance.
- Ensure he is prepared for activities and arrives on time.
- Allow him to grow – *do not do his work for him.*
- Ensure he follows through on his commitments.
- Be aware of the obligations of leadership and ensure he follows through on those obligations.
- Try to de-conflict family obligations with Scouting activities.
- Ensure payments are made on time and that all required paperwork (e.g. permission slips, medical forms) are completed and turned in by established deadlines.
- Support the Troop.
- Become involved in the Troop at some level.
- Complete Scouting's basic adult training.
- Actively participate in fundraising activities.

### **Work Days at the Cabin**

Maintaining the cabin, the land and all of the Troop equipment requires substantial effort. To accomplish this, the Troop plans two work days at the cabin each year. The dates for work day will be included on the Scout calendar.

Work days consist of cutting firewood, building repair, clearing brush, housecleaning the cabin, etc. All Scouts are expected to participate since all Scouts benefit from the use of the cabin. Parents, grandparents, aunts and uncles are encouraged to participate.

Work days typically begin at 7:00 am and conclude by 2:00 pm. Lunch, coffee and drinks are provided by the Troop.

### **Invitation to Get Involved**

If you like what you see and hear about Scouting in general and Troop 420 in particular, we invite you to introduce yourself and "get involved". We are always looking for

- Assistant Scoutmasters
- Committee members
- Friends of Troop 420 members
- Persons to mow grass and maintain the cabin property
- Merit badge counselors

## Chapter 20 – Scoutmaster’s Closing Comments

In my role as Scoutmaster I’ve been asked “what constitutes a successful Scout?” The question really has no answer. Scouting is a personal experience and appeals to different boys in different ways. As adults, we also define success in many ways – some seek high position, some measure success in terms of income, others may be motivated by a sense of discovery – “success” can be an elusive term to quantify. If I were to offer one definition of success as a Scout, it would simply be that a man look back on his Scouting experience with a smile and know that he’s a better man for having been a Scout.

To Scouts, set your goals and stick to them. You’ll feel better about yourself as you make your way through the program. Start with achieving the First Class rank – that marks you as a “complete Scout” – you’ve learned the basic skills of Scouting that will serve you well for the rest of your life. Help others. Try to participate in as many Scouting activities as you can. It’s through activities – particularly outdoor activities – that you grow. But, above all, have fun. Life is an adventure. Enjoy the ride.

For parents, in Scouting you have a unique opportunity. You have a brief window of time to share Scouting experiences together with your son – to enjoy life’s ride side by side. What could be better than doing so away from the distractions of modern life where you can share in the most simple and basic ways. Scouting isn’t just for the boys – it’s for all of us.

Scouting is a wonderful program and offers boys tremendous opportunities to grow as individuals, practice leadership by actually being leaders, learn skills that they’ll use throughout their lives, and develop as solid citizens. As with anything else in life, however, results are directly proportional to commitment. The most successful Scouts are motivated and nearly always have the strong backing of a committed family. In Troop 420 we have dedicated leaders who will work diligently with our Scouts to help them achieve their potential, but getting the most out of the program takes an active partnership among parents, Scouts, and Scouting leaders. Working together we can maximize the benefit of the program for our Troop and our Scouts.

Happy Scouting!

Mr. Dennis L. Palm, Scoutmaster



## APPENDIX A: Summer Camp Packing List

### Absolutely need for camp

1. “Footlocker” to store gear – readily available from Walmart
2. Light sleeping bag or covers / sheets for cots
3. Pillow
4. Clothes
  - a. Underwear
  - b. Socks (at least 1 pair for every day)
  - c. Class A and B uniform(s)
  - d. Shorts (green or scout shorts are preferred)
  - e. 1 pair jeans / sweatshirt
  - f. Tee shirts
  - g. Shoes
    - i. Flip flops / crocks for shower
    - ii. Good walking shoes / sneakers (1 or 2 pairs)
  - h. Swim trunks
  - i. Clothespins
5. Toiletries
  - a. Tooth brush / tooth paste
  - b. Deodorant
  - c. Soap (Ivory is great because it can be used to wash shirts while there)
  - d. Washcloth
  - e. Bath towel (can also double as your swimming towel)
6. Bug spray
7. Drinking cup and refillable water bottle
8. Flashlight (with extra batteries)
9. Mini backpack to carry notebook , scout book, pen/pencil)
10. Medications – give to leaders
11. Sunscreen
12. Rain gear, hat and umbrella
13. Notepad and pens/pencil
14. Scout book
15. Chair
16. Watch
17. Trash bag for dirty laundry
18. Zip lock bags for clothes
19. Pocket knife and Totin’ Chip
20. Merit badge books (for older scouts)

21. Spending money for trading post (money will be needed for any merit badge project , candy, stops on the way to camp (McDonalds, ect.)

### **Would be good to have**

1. Hat
2. Hiking boots (if doing a hiking oriented merit badge)
3. Bug spray itch medicine (like After Bite)
4. Battery operated lantern to hang in the tent
5. Camera
6. Bag to carry toiletries
7. Personal first aid kit (small one) – we will have a Troop first aid kit there as well
8. Cell phone (leaders only)
9. Swim goggles

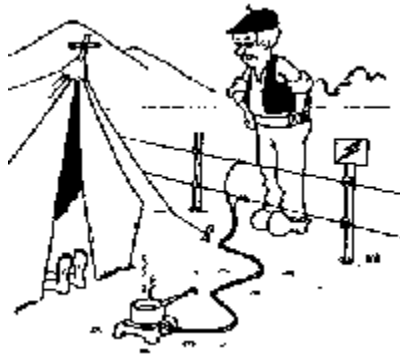
### **Would really make camp nice**

1. Sheet plastic for over bed in case of leaks
2. Battery operated fan
3. Fire starter stuff (lint, steel wool, etc.)
4. Reading material
5. Simple board games / cards

### **Do not bring**

1. Aerosol cans
2. Lighters
3. Any food or snacks – all food will be provided
4. MP3 players or other electronic games/items

Class A uniforms are worn on the way to summer camp.



## APPENDIX B: Car Camping Packing List

<u>Must Haves</u>	<u>Optional</u>
<ul style="list-style-type: none"> <li>• Tent (if not sleeping inside)</li> <li>• Duffle bag / Backpack (if backpacking)</li> <li>• Sleeping bag</li> <li>• Clothes ( * depending on weather / activity)               <ul style="list-style-type: none"> <li>○ Underwear</li> <li>○ Socks (at least 1 pair for every day)</li> <li>○ Class A and B uniform(s) – as instructed</li> <li>○ Shorts / long pants</li> <li>○ Sweatshirt / long sleeved shirt *</li> <li>○ Tee shirts</li> <li>○ Shoes                   <ul style="list-style-type: none"> <li>▪ Good walking shoes / sneakers (1 or 2 pairs)</li> <li>▪ Boots *</li> </ul> </li> <li>○ Swim trunks (if swimming) / swim goggles *</li> <li>○ Towel (can also double as your swimming towel) *</li> <li>○ Bag for dirty laundry</li> </ul> <p>Best to pack clothes in zip lock bags in case of rain.</p> </li> <li>• Drinking cup and refillable water bottle</li> <li>• Flashlight or head lamp (with extra batteries)</li> <li>• Scout book, notepad, pen/pencil</li> <li>• Rain gear</li> <li>• Spending money if stopping for food</li> <li>• Chair</li> <li>• Bag to carry toiletries               <ul style="list-style-type: none"> <li>○ Tooth brush / tooth paste</li> <li>○ Deodorant</li> <li>○ Medications</li> <li>○ Sunscreen</li> </ul> </li> <li>• Personal first aid kit</li> </ul>	<ul style="list-style-type: none"> <li>• Small backpack for day hikes</li> <li>• Sleeping pad</li> <li>• Pillow</li> <li>• Hiking poles</li> <li>• Hat</li> <li>• Watch</li> <li>• Camera</li> <li>• Compass</li> <li>• Local map of area</li> <li>• Cell phone (leaders only)</li> <li>• Fire starter stuff (lint, steel wool, etc.)</li> <li>• Pocket knife / totem chit</li> <li>• Matches (waterproof are great)</li> <li>• Reading material</li> <li>• Simple board games / cards</li> <li>• Hand wipes / hand sanitizer</li> <li>• Toilet paper</li> <li>• Bug spray</li> <li>• Bug spray itch medicine (like After Bite)</li> <li>• Ear plugs for sleeping</li> <li>• Dental floss</li> <li>• Lip balm</li> </ul>

## APPENDIX C: Backpacking Checklist

1. Food – carry in zipper bags when possible to reduce weight and size of packaging

Item
Backpacking Stove / fuel
Cooking Pot(s)
Spork
Can opener (if necessary for meal)
Matches / Lighter
Water filter / water bag
Bear Bag- to hang food at night
Stirring spoon
Biodegradable soap with scrubbing pad
Water Bottles
Coffee mug with lid
Napkins / camp mini towel
Flavored water mixes
Spices (Salt/pepper/hot pepper)

Weather Forecast For Trip			
	Friday	Saturday	Sunday
High			
Low			

2. Clothes- depending on weather

Item
Light jacket / sweatshirt / fleece
Shorts / Pants
T-shirts / compression shirts
Underwear
Socks
Emergency blanket
Hiking boots
Sneakers or relaxing shoes for camp
Bandana
Hat

3. Gear

Item
Backpack
Rain cover for pack
Tent / Ground cloth
Sleeping bag / pillow
Sleeping pad
Backpacking First Aid kit

Menu	
Snack:	<b><u>Friday</u></b>
Breakfast:	<b><u>Saturday</u></b>
Lunch:	
Dinner:	
Snack:	
Breakfast:	<b><u>Sunday</u></b>

	Camera / video camera
	Headlamp (extra batteries)
	Toilet paper
	Whistle
	Compass
	Hand wipes
	Extra plastic bags (large)
	Scout handbook / pencil / paper (small notebook) in plastic bag
	Sun block
	Rain gear (nylon pants / rain jacket / poncho)
	Bug spray
	Duct tape
	Toothbrush / toothpaste
	Map of area to be covered
	Rope for hanging food / clothesline
	Sunglasses
	Pocket knife (with Totem Chip)
NA	Cell phone
NA	GPS
	Hiking poles
	Medication

#### Packing your pack

- Fold shirts and roll up in a plastic Zip lock bag
- Keep as many things as possible in Zip lock plastic bags
- Use the forecast to determine necessary clothes

**APPENDIX D: Permission to Leave Campout/Meeting**



**Troop 20 Permission to leave Campout/Meeting**

Scout's Name \_\_\_\_\_

must leave the campout/meeting on \_\_\_\_\_ early for

\_\_\_\_\_

and will be picked up and transported by

\_\_\_\_\_

Time leaving \_\_\_\_\_

**Form must be signed by Parent and given to a Leader before Scout is permitted to leave.**

Parent \_\_\_\_\_

Leader \_\_\_\_\_