

TROOP **442** HANDBOOK



BOY SCOUTS OF AMERICA

WELCOME
to
BOY SCOUT TROOP 442!
(Revision 10-13-2008)

You and your family are welcome additions to our Scouting family. Each young man is a vital addition to our organization. We believe that parents and family members play an important role in a boy's advancement as a Boy Scout. We encourage parents to be active members of the Troop.

Along with this handbook, you should have received:

- Boy Scout Application form
- Medical Release / Consent to Treat form
- Current troop calendar
- Current troop roster

Parents: This handbook is written for you. We realize there is a lot of material here. Please take the time to read this handbook and discuss it with your son. If you have any questions, please feel free to contact the Scoutmaster.



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1. Scouting

Scouting teaches positive values to boys your son's age. The program builds character, fosters citizenship, and develops fitness. Boy Scouts of America offers time-tested activities that have helped to produce outstanding citizens, family men and community leaders since 1907.

"Scouting is a Game with a Purpose" -- Lord Baden-Powell

The activities used to achieve the goals of Scouting are varied. They include learning to live outdoors, growing to respect nature, working in a patrol environment, giving service to others, and having fun.

1.1. Three Aims of Scouting

The three aims of Scouting are:

1. **To build character.** Scouting develops four "self" qualities -- self-reliance, self-discipline, self-confidence, and self-respect.
2. **To foster citizenship.** Scouting encourages each boy to honor his duties as a good citizen in his community.
3. **To develop fitness.** Scouting recognizes four kinds of fitness -- physical, mental, emotional, and moral.

1.2. Eight Methods of Scouting

The three aims of Scouting are the foundation of the Boy Scouts of America. The following eight methods are the building blocks.

1. **Ideals**
2. **Patrols**
3. **Outdoors**
4. **Advancement**
5. **Personal growth**
6. **Adult association**
7. **Leadership development**
8. **Uniform**

Ideals

Scouting ideals are defined by the Scout motto, slogan, oath, and laws.

The Motto: *"Be Prepared"*

The Slogan: *"Do a Good Turn Daily"*

The Scout Oath: *On my honor I will do my best
To do my duty to God and my country and
To obey the Scout Law;
To help other people at all times;
To keep myself physically strong,
Mentally awake, and morally straight.*

The Scout Law: *A Scout is... Trustworthy, Loyal, Helpful, Friendly,
Courteous, Kind, Obedient, Cheerful,
Thrifty, Brave, Clean and Reverent*

Patrols

The heart of a Boy Scout Troop is the patrol. This is the group your son will work most closely with. A patrol is made of 5 to 8 boys that function together in all Scout activities.

The Patrol Method is an important part of your son's Scouting experience. Patrols work because:

- **Friends.** Patrols permit a Scout to be in a group with his friends.
- **Small size.** Patrols are small so that each boy needed and must be involved for the patrol to succeed.
- **Responsibility.** Patrol jobs for everyone means everyone gets a chance to learn and practice responsibility. This provides real life experience working with others toward a common goal.
- **Democratic.** Patrols expose a Scout to the democratic way of doing things.

Outdoors

Outdoor activities are the focal point of Scouting. While in the outdoors, boys share responsibilities and learn to live with each other. They learn how to care for themselves. They prepare campsites, build fires, and cook their own meals.

Advancement

The advancement program spurs a Scout to learn, to achieve, and to mature.

1.3 Personal Growth

Scouting strives in many different ways to help Scouts grow.

Personal growth is an outcome of the Scout program. As your son sets out to master skills in the advancement program, he will experience personal growth.

Troop 442 helps our boys grow by giving service to others through service projects. Projects are varied in scope and allow the troop to participate in local civic activities. This also improves the image of Scouting within our community and fosters goodwill.

Adult association

Boys learn from the examples set by adult leaders. Association with adults of high character is critical at this stage of a young man's development. Providing positive examples is one of the methods of Scouting and one of the responsibilities of adult leadership.

All members of Troop 442 are expected to adhere to Scouting's ideals and follow the policies and guidelines contained in this handbook.

Leadership development

The development of leadership skills is a very special feature of the Scouting program. Boys are continually given opportunities to learn and practice leadership skills.

When your son first joins, he will be a patrol member. He will be instructed and coached by the older Scouts in the patrol as he learns and masters the skills he needs as a Scout. After he masters these basic skills and gains experience, he can become a leader and help younger Scouts. This opportunity for leadership also helps him grow.

Uniform

Whenever a Scout wears his uniform, it reminds him that he is a Scout and that people will expect him to act like one.

2. Organization

This section discusses troop organization and leadership.

2.1. Troop Organization

A Boy Scout Troop consists of one or more patrols. Each patrol has 5 to 8 boys who work together as a unit in all Scout activities.

When a Webelos Den graduates into Troop 442, we will attempt to assign each new Scout to an existing patrol along with other friends from his Webelos Den. Each patrol will already have experienced Scouts including the elected Patrol Leader and his Assistant Patrol Leader. The current patrol leadership continues until new Scouts have an opportunity to participate in the next patrol leader election process.

A Troop committee oversees the troop's programs. The committee is made of up parents and other concerned adults. More on this later.

2.2. Boy Leadership

Scouting is a boy-lead organization. Meetings and troop events should be planned and executed by the boys. The role of adults in Troop 442 is that of advisors and coaches.

Senior Patrol Leader (SPL)

The senior boy leader in a troop is called the Senior Patrol Leader. He is typically an older experienced and well-trained Scout. He is responsible for directing troop operations at Scout meetings and outings. He teaches leadership skills to Patrol Leaders. He also insures that all Patrol Leaders are informed about troop activities.

The Senior Patrol Leader is elected by the entire troop on a semi-annual or annual basis. To be eligible for election, a Scout:

- Must have served as a Patrol Leader for at least 6 months.
- Must have achieved the rank of Star.
- Must have attended *Oak Leaf* training.
- Should have attended *NYLT (National Youth Leadership Training)* formerly *Golden Acorn* training.
- Requires the approval of the Scoutmaster.

Assistant Senior Patrol Leader (ASPL)

A troop may have one or more Assistant Senior Patrol Leaders. These boys assist the Senior Patrol Leader, often with specific responsibilities such as weekly troop program or service duties. They may also be assigned to various troop level positions such as Scribe, Quartermaster, etc.

Assistant Senior Patrol Leaders are also elected by the entire troop on a semi-annual or annual basis. To be elected, a Scout must meet the same eligibility requirements as a Senior Patrol Leader.

Patrol Leader (PL)

The head of a patrol is the Patrol Leader. A Patrol Leader is responsible for teaching Scout skills to his patrol, directing his patrol's participation in troop activities, and making sure all Scouts in his patrol are kept informed on troop activities and upcoming events.

Your son should know who his Patrol Leader is and what his phone number is. The Patrol Leader is who your son should call for information about an upcoming troop event or activity. Please remember, the Patrol Leaders are still young men and sometimes may get event or activity details confused. If you feel this is the case, please contact the Scoutmaster or one of the Assistant Scoutmasters and bring this problem to his attention.

Patrol Leaders are elected by the members of their patrols. Elections are held on an annual basis. To be eligible, a Scout must have achieved the rank of First Class and must have completed Oak Leaf training. These requirements insure the Patrol Leader has learned his Scout skills and is capable of demonstrating these to Scouts in his patrol.

Assistant Patrol Leader (APL)

The Assistant Patrol Leader is the "right hand man" of the Patrol Leader. He is selected by the Patrol Leader from members in his patrol. There is no restriction on rank, but it is desirable that the assistant be at least First Class. Additionally, an Assistant Patrol Leader must commit to taking the next available *Oak Leaf* training class.

2.3. Adult Leadership

Although the Boy Scout program is designed to be planned and executed by boys, there is adult leadership and an adult committee that is responsible for insuring the overall program is in line with the aims and methods of Scouting. In addition, adult leadership is responsible for the health and safety of our boys.

All adults associated with Troop 442 are volunteers. Most of us choose to be involved because our sons belong to the Troop.

Boy Scouts of America mandates "*two deep leadership*" at all troop meetings and outings. This requires a minimum of two adult leaders at all times for all activities. Even if only one boy is present, there must be two adults present. An adult leader must be at least 18 years old and a registered Scouter. At least one of the adults must be at least 21 years old and a registered Scouter.

However, Troop 442 requires a minimum of four adults present at all overnight campouts. This is to insure the health and safety of our boys.

There are numerous training programs locally available for Boy Scout adult leaders such as *New Leader Essentials*, *Scoutmaster and Assistant Scoutmaster Leader Specific Training*, *Introduction to Outdoor Leader Training*, and *Wood Badge*. Additionally, continuous training is available including *Youth Protection*, *Red Cross First Aid*, and monthly *Roundtable* meetings.

Scoutmaster (SM)

The primary adult leader position in a Boy Scout Troop is the Scoutmaster. The Scoutmaster's duty is:

"To train junior leaders to train themselves."

The Scoutmaster is responsible for the boys and the program. The Scoutmaster serves as an adviser and guide, making suggestions and introducing new ideas and skills to the troop. His responsibilities include:

- Training and guiding boy leaders to run their troop.
- Working with and through responsible adults to bring Scouting to boys.
- Helping boys to grow by encouraging them to lead themselves.
- Guiding boys in planning their troop program.
- Conducting Scoutmaster conferences.

The Scoutmaster is selected by the Troop Committee. He serves at the discretion of the committee.

Assistant Scoutmaster (ASM)

One or more Assistant Scoutmasters work with the Scoutmaster to help guide and coach the boy leaders and assist with program planning. Assistant Scoutmasters are selected by the Scoutmaster and approved by the Troop Committee.

Patrol Advisors

Each Patrol may have an adult assigned to work with them. These adults are called Patrol Advisors. Advisors guide and coach the Patrol Leader and Scouts in a patrol. This adult is not a member of the patrol. His level of involvement depends on the maturity of the patrol.

Duties of an adult patrol advisor include:

- **Act as mentor for a patrol.** As a patrol advisor, you are assigned to a single patrol for a period of time, usually 6 to 12 months. You will aid and advise the Patrol Leader in leadership skills and delegation of duties. A patrol advisor will also advise the Senior Patrol Leader and Scoutmaster on patrol status.
- **Teach by example.** This can include demonstrating scouting, camping, cooking, and other outdoor skills.
- **Help maintain advancement records.** A patrol advisor should insure that advancement records for Scouts in his patrol are kept up to date. This includes monitoring the progress of Scouts in your patrol and encouraging continuous advancement. A patrol advisor may sign off requirements for boys in a patrol.
- **Attend troop PLC meetings.** PLC, or Patrol Leaders Council, is a monthly meeting held to enable the troop boy leadership to plan for the next month.

2.4. Local Organization

Troop 442 is a member of the Great Plains District. Great Plains District is a member of the Circle Ten Council.

Circle Ten Council is divided into many districts. These districts serve local communities in North Texas. The Great Plains District serves Plano, North Richardson, Wylie, Murphy, Parker, Nevada, and the Bent Tree area of North Dallas.

Each district is made up of many Scouting units. These units serve a portion of a district, usually determined by geography, school zones, etc. These units include Cub Scout Packs (for ages 7 through 11), Boy Scout Troops (for ages 11 through 18), and Venturing Crews (for boys and girls ages 14 through 18).

2.5. Professional Leadership

There are a few paid positions in the Boy Scouts of America. Locally, Circle Ten Council has a Council Scout Executive who is a paid professional. In addition, each district has a District Executive who is also a paid professional. These professionals have been trained by the BSA and are here to assist and serve the local units.

2.6. Sponsor

All scouting units are "chartered" to a local sponsoring organization by the Boy Scouts of America. The sponsor's responsibilities include insuring the unit provides a quality program for the boys.

Boy Scout Troop 442 is sponsored by Sanden Corporation of Wylie. This is a community contribution on Sanden's part and in no way represents an endorsement of the company or its products.

Venturing Crew 442 is sponsored by the Murphy Police Department.

2.7. Troop Communications

Troop 442 maintains an Internet web site at www.troop442.net. This site contains:

- Troop reference documents (including this one)
- The troop calendar
- Downloadable permission slips and information forms
- Links to other scouting websites
- Other useful information

Troop 442 also maintains an e-mail distribution list. This is a closed list, so that it cannot be used by third-parties or "spammers".

A troop directory is also maintained and distributed. To ensure the privacy of our families, this directory is never posted to the website.

The troop website follows the web site policies set up by Circle 10 Council. We do not collect or publish personal information about the scouts. No information that would personally identify a scout is published on the site. If pictures of scouts are posted, they are identified only by first name, or by first name and last initial.

If you have any concerns about or objections to having pictures of your child posted on the site, please let the Scoutmaster or Committee Chairperson know.

3. Meetings

Troop 442 holds weekly troop meetings for all Scouts to attend and monthly meetings for the troop boy leadership.

3.1. Troop Meetings

Troop 442 meets on Tuesday evenings at 7:00 PM at the First United Methodist Church of Sachse. The troop meets every week except for the monthly Patrol Leaders' Council (PLC).

What does my son need to bring?

All Scouts are expected to attend in Class A uniforms and to bring their Scout Handbook, paper, and pencil.

Remember HUPP -- Handbook, Uniform, Paper, Pencil.

What goes on at a Troop meeting?

Troop meetings are designed to teach leadership qualities, to practice old skills or to learn new ones, to develop patrol teamwork and spirit, to plan for upcoming events and to have fun!

Depending on the topic and objective, programs may be presented by the Senior Patrol Leader, a Patrol Leader, or a qualified adult. Part of each meeting is dedicated to allowing the patrols to meet and work together as a patrol. Meetings are also a means of keeping the troop informed of upcoming activities and events.

Who is in charge?

The Scoutmaster is in charge of all of all troop functions, but neither he nor his assistant runs the meeting. Troop meetings are organized and conducted by the Senior Patrol Leader. Troop meetings are planned by the Patrol Leader's Council (PLC).

The Scoutmaster takes a few minutes at the end of each meeting to review upcoming events. The Scoutmaster also gives the "Scoutmaster's Minute." This is usually a story or thought for the boys to ponder.

3.2. Patrol Leaders Council (PLC)

The purpose of the PLC is to develop a working plan for the troop meetings, activities, and outings. The PLC meets on the last Tuesday of each month to plan the week-to-week meeting program.

Overall troop planning and operations are performed BY THE BOYS.

PLC consists of the Senior Patrol Leader, assistant Senior Patrol Leader, all Patrol Leaders, all Assistant Patrol Leaders, and the Scoutmaster. Both short term and long term goals may be identified and implemented. Leadership development may also be included in the agenda.

3.3. Court of Honor

Two or three times a year, the troop holds a special meeting called a Court of Honor. This is an event to recognize the achievements of everyone in Troop 442. Advancements and merit badges are awarded and special presentations are made by adult leaders and boys.

This meeting is designed for the entire family and we strongly encourage you to bring everyone. This is a time when your son can show off his accomplishments and introduce his family members to the troop (and visa versa).

4. Uniforms

The Boy Scouts of America have official Scout uniforms that identify boys as members of the Scouting program.

4.1. Class A versus Class B Uniforms

Class A uniform is the formal Scouting uniform and is worn at most Scouting functions. A Class B uniform is a less formal uniform worn for activities where a Class A uniform might get soiled or damaged.

Class A uniform consists of the official khaki shirt (short or long sleeved), Scout pants or shorts and the BSA belt. In lieu of the Scout pants/shorts, blue jean pants or shorts may be worn (but no other color or type). The Scout shirt must have the minimum set of insignia, properly sewn in place. When shorts are worn, the official BSA socks are required.

For more formal occasions such as a Court of Honor, the uniform should include a neckerchief or bolo, a BSA hat or cap, and a merit badge sash.

Class B uniform consists of an official BSA, troop, or patrol T-shirt. Scout shorts or blue jeans should be worn. BSA socks must be worn with the Scout or blue jean shorts. If blue jeans are worn, they must be clean and neat.

Which uniform is worn when?

Troop 442 uses the following guidelines for wearing uniforms.

- Class A uniforms must be worn at troop and patrol meetings. Class A must also be worn for district or council events such as the Scout Show, camporees and summer camp.
- Class A uniforms must be worn to any formal Scout occasions. Formal occasions include Court of Honor, Webelos Crossover, public appearances such as community parades, and church services.
- Class B uniform may be worn for certain outdoor activities such as hiking, camping, and some service projects.
- Class A and Class B uniforms should not be worn to activities where the uniform could be damaged. Scouts will be notified by adult leaders when "civilian" clothes are acceptable.

What about military, camouflage, or other inappropriate attire?

The following guidelines apply to inappropriate attire.

- Under no circumstance will a military uniform be worn at any Troop 442 function. No military insignia of any type may be worn on the Scout uniform.
- Under no circumstance will camouflage items be worn at any Troop 442 function in accordance with strict BSA policy.
- Under no circumstance will attire which includes vulgar images, language, or insinuation be worn at any Troop 442 function.
- Under no circumstance will attire which may be representative of, associated with, or affiliated to gangs be worn. This may include, but is not limited to, chains or spiked accessories.

What is the minimum uniform required?

The minimum Scout uniform is an official Scout shirt (short or long sleeved), a Scout belt, and clean blue jeans. Please no other color jeans.

Where can uniforms be purchased?

Uniforms may be purchased at:

Scout Store inside Circle 10 Council
8605 Harry Hines Boulevard (*Northwest corner of Harry Hines and Regal Row*)
Dallas, TX 75235
(214) 902-2001

Scout Shop Of Lewisville
2305 S Highway 121 # 180
Lewisville TX 75067
(972) 316-0672

Collin County Scout Shop
816 W. McDermott, #336
Allen, TX 75013
(214) 495-0306

What if we cannot afford a uniform?

Uniforms are not cheap and our boys are constantly growing. The troop maintains a uniform exchange to help ease the costs. Previously owned uniforms are collected from members who outgrow them. These are available at no cost to other Scouts in the troop.

If your son outgrows his uniform, please consider donating it to the troop.

If you can not afford a new uniform and can not find a previously owned uniform, please talk to the Scoutmaster about your situation. These discussions will be kept in confidence.

4.2. Patches and Insignia

The minimum sets of patches are listed below.

- Circle Ten Council emblem (*top left sleeve*)
- Troop 442 numeral (*left sleeve, below the Circle Ten Council emblem*)
- Patrol medallion (*right sleeve, below the American Flag emblem*)
- World crest (*three inches down from the left shoulder, centered above the left pocket*)

These patches must be sewn on the Scout shirt in the proper place. See the inside covers of your son's Boy Scout Handbook for locations. If you have any questions or need any clarification, please consult with the Scoutmaster.

5. Advancement

Advancement is one of the building blocks of the Scouting program. Advancement encourages a Scout to learn, to achieve, and to mature.

5.1. Ranks

The Scouting advancement program teaches skill and knowledge needed to advance through the Scouting ranks. These ranks are:

- Tenderfoot
- Second Class
- First Class
- Star
- Life
- Eagle

Each boy plans his own program and progresses at his own pace with the support and guidance of adult leaders.

The rank of Eagle is the highest rank a Scout can earn. This rank has always carried with it a special significance, not only in Scouting, but also in higher education, business or industry, and community service.

Not every boy who joins a Boy Scout troop earns the prestigious Eagle rank; only about 2.5% of all Boy Scouts do so. Nevertheless, the goals of Scouting -- citizenship training, character development, and personal fitness -- remain important for all Scouts, whether or not they attain the Eagle Scout rank. We believe learning new skills, gaining knowledge and just plain having fun are important ingredients to our program.

Troop 442 has a goal to exceed the national average by at least 100%.

5.2. Basic Skills

Advancement is divided into two categories -- basic skills and advanced knowledge. The ranks of Tenderfoot, Second Class, and First Class teach our boys basic skills in first aid, outdoor survival, cooking, and citizenship. In addition, a Scout learns to give of himself through community service.

5.3. Advanced Skills

After a boy has achieved his First Class badge, he is ready to tackle more advanced skills and earn the rank of Star, Life, and Eagle. These ranks are based on the merit badge program. To earn these ranks, a Scout must complete a required number of merit badges. He must also demonstrate leadership at the troop level, give service to the community, and show continual Scout Spirit.

5.4. Merit Badge Program

After achieving the rank of First Class, a Scout continues to expand his skills through the merit badge program. Each merit badge revolves around a specific topic and is designed to expose a boy to new experiences and teach him new skills. There are currently over 100 merit badges to choose from. Topics range from archery to zoology, from traditional subjects such as camping, cooking, or pioneering, to modern areas such as computers or aerospace.

How does a Scout earn a merit badge?

A Scout works with a qualified adult, called a counselor. This adult teaches and guides the boy through the specific merit badge requirements. When complete, the adult counselor signs a "*Blue Card*" or voucher indicating when a Scout has earned that particular badge.

What is a "*Blue Card*"?

A "*Blue Card*" is the voucher a counselor signs when a Scout completes a merit badge. (The name is cleverly derived from the color of the card itself.) The scout must maintain all blue cards that are returned to him until he reaches the Eagle rank. These cards are the official record a scout has to prove the merit badge has been earned.

Who can be a merit badge counselor?

Any qualified adult can serve as a merit badge counselor. This includes parents, teachers, public officials, ministers, etc. It is desirable that the adult have some skill or knowledge in the area he is serving.

What does it cost to be a merit badge counselor?

Only your time. The Advancement Chairman has a list of available merit badge counselors. If you have a skill or hobby, please consider sharing your talent with our boys. The troop is always looking to expand our list.

Is any training available or required?

The troop has some material on merit badge counseling and working with Scouts. We will be happy to help you get started.

5.5. Other Requirements

In Troop 442, a Scout must also meet the following requirements in order to advance:

- Must be active within the troop.
- Be up to date on weekly scout dues.

5.6. Scoutmaster's Conference

After a Scout has completed all requirements for a rank, he meets with the Scoutmaster for a "Scoutmaster's Conference." The Scoutmaster and boy review the boy's advancement and discuss the Scout's future goals. The Scoutmaster makes sure the Scout is ready for rank advancement and the boy has shown proper Scout Spirit. The Scoutmaster prepares the boy for what to expect at a Board of Review.

5.7. Board of Review

After the Scoutmaster's Conference, the Scoutmaster asks the Advancement Chairman to arrange for a "*Board of Review*."

The purpose of the Board of Review is to provide a final check before rank advancement is approved. This is also another opportunity for a young man to interact with adults and to give impromptu answers in a controlled environment.

Who sits on a Board of Review?

A Board of Review consists of three to six members of the Troop Committee. The board reviews the Scout's accomplishments and goals within Troop 442. The Scoutmaster can not sit on a Board of Review. Assistant Scoutmasters should not sit on a Board of Review.

What happens at a Board of Review?

The Scout must present himself in Class A uniform, bring his Scout Handbook, and make sure his dues are up to date.

The board does not quiz a boy on his skill competency. The board may question the Scout on his participation at Scout activities or his leadership experiences. In addition, the board may ask the Scout what he likes or dislikes about the troop program.

One key criteria that adults on a Board of Review should look for and actively encourage is Scout Spirit. Scout spirit is defined as enthusiasm for the Scouting program.

Afterwards, the Scout is immediately notified if the board is satisfied that the Scout is ready to advance. In cases of rejection, the Scout and Scoutmaster are informed why. The board advises the Scout on what he needs to improve on.

When does the Scout receive his rank badge?

The Scout is recognized and receives his new badge of rank at the troop meeting following his Board of Review. The Scout will also be recognized at the next Court of Honor, at which time he will receive the rank advancement card and his parents will be presented with their parent pin.

5.8. Eagle Board of Review

Due to the significance of the Eagle rank achievement, Eagle Boards of Review are conducted separately from rank advancement reviews. The board is composed of three to six members including persons representing the community. Board members do not have to be registered in Scouting, but they must have an understanding of the importance of the rank of Eagle Scout. At least one member of the Eagle Board of Review must be a district or council advancement representative.

6. Training

Boy Scouts of America offers training opportunities for both boy and adult leaders. This training is organized and offered at the national, council, district and troop levels.

6.1. Boy Training

Boy leadership training includes the following courses.

- **Junior Leader Training.**

This training offers an introduction to leadership, team building, cooperation, and problem solving skills. Training is targeted at new Patrol Leaders and Assistant Patrol Leaders.

This one day training is provided at the troop level.

- **Oak Leaf Training.**

This training teaches Scouts the basics of troop organization, planning, and other leadership skills. **Junior Leader Training** is a prerequisite.

This weekend long training is offered at the Great Plans district level.

- **NYLT - National Youth Leadership Training (formerly known as Golden Acorn)**

This is a course that concentrates on leadership and the patrol method. Training is aimed at developing the use of eleven leadership skills.

Requirements for this course include completion of **Oak Leaf Training**, achievement of the First Class rank, and a minimum age of 13.

This week long training is offered at the Circle Ten council level.

- **Den Chief Training.**

This one day class is intended to teach Boy Scouts to be a Den Chief for a Cub or Webelos Den. The class teaches the basics of leadership of young boys and how to handle the possible problems that occur.

6.2. Adult Training

Adult leadership training includes the following courses:

- **Youth Protection Training.**

This two hour training covers how to recognize signs of different types of abuse, reporting procedures, and BSA policies you are expected to follow.

- **New Leader Essentials, Scoutmaster and Assistant Scoutmaster Leader Specific Training, and Introduction to Outdoor Leader Training.**

These basic training courses are highly recommended for all Boy Scout adult leaders. In these courses, you learn the basics of safety and health, counseling, camping skills, troop activities, and leadership skills.

These courses usually span three evenings and one weekend.

- **Wood Badge.**

This is a one week intensive and comprehensive training course for Scoutmasters, Assistant Scoutmasters, and other adult leaders working directly in support of a Boy Scout Troop. This training is aimed at developing the use of eleven leadership skills. This course offers challenging outdoor experiences, training to sharpen Scout skills, and an opportunity to exchange ideas with fellow Scouters.

Prerequisites for this course include Scoutmaster and Assistant Scoutmaster Leader Specific Training.

- **Roundtable Meetings**

This is a monthly one hour district-level meeting for all registered adult leaders. The Boy Scout Roundtable is an opportunity for Scouters to get together and exchange ideas, share great programs, and learn new techniques that you can bring back to your troop. These meetings also provide a forum to learn about upcoming District and Council events and programs.

7. Discipline

All Scouts are expected to conduct themselves according to the Scout Oath, Scout Law and Outdoor Code. In addition, Scouts must abide by the rules and guidelines set forth in this handbook.

7.1. Discipline Procedures

Adult leaders are responsible for insuring safety and for making sure every Scout has a great experience in Scouting. Troop 442 will not allow negative influences from one boy to interfere with the positive growth of other Scouts in the troop.

A Scout who habitually shows no regard for troop policy will be prohibited from attending troop activities other than weekly troop meetings.

If disciplinary action is needed, the Scoutmaster is responsible for counseling the Scout in the presence of his parents or guardians. If problems continue after the counseling session, the Scout may be expelled from Troop 442.

In rare cases involving a serious or flagrant violation, the Scoutmaster or adult leader will take immediate and appropriate action. Serious and flagrant violations may include, but are not limited to, theft, actions that lead to bodily injury, or repeated lying. In the event of a serious violation, a parent will be summoned immediately to take custody of the Scout and the Scout will be prohibited from participating in any further troop activities. Before a boy may return to the troop, the Scoutmaster and Troop Committee must review and evaluate the situation.

7.2. Criminal Activity

Scouts are expected to follow the ideals of Scouting at all times. If a boy is involved in any criminal activity, he will be prohibited from participating in any troop activities until the matter is resolved. Before a boy may return to the troop, the Scoutmaster and Troop Committee must review and evaluate the situation.

7.3. Corporal Punishment

Under no circumstances, will spanking or physical punishment be inflicted by adult leaders or any Scouts.

7.4. Safe Haven

Troop 442 practices *Safe Haven* at all troop activities. *Safe Haven* is a BSA policy that states that all scouts should feel safe at all scouting events. Hazing of any kind is strictly prohibited and will not be tolerated. This includes initiations and any form of mental or physical abuse. The *Safe Haven* rule applies to *all* Scouts in Troop 442 at *all* Scouting functions.

8. Finances

Troop finance includes dues collection and annual fund-raising activities.

8.1. Dues

Troop 442 collects dues from both the family and the scout.

- ❖ **Family Dues** are \$40 per year, payable in two installments of \$20 each. Payments are due on May 1st and November 1st. These dues help pay for adult volunteer registrations and common troop equipment.
- ❖ **Scout Dues** are \$2.00 per month, payable \$.50 per troop meeting. These dues are used to pay the annual BSA registration and Boy's Life magazine subscription for each boy at the beginning of each year. Scout dues must be current before a Scout can advance in rank.

What are registration fees?

Troop 442 must renew our charter with Boy Scouts of America each December. At this time, all boys and adult leaders must be re-registered.

Registration fees are set by the Boy Scouts of America and are currently \$22.00. This includes a subscription to Boy's Life magazine for each Scout. Troop 442 does not receive any of this money.

8.2. Fund-raisers

It takes money to provide a quality program for our boys. In addition to registration, there are awards, advancement materials, training fees, and troop camping equipment that must be purchased.

To fund the troop, we could either ask parents to contribute or raise the money ourselves. Troop 442 chooses to conduct a limited number of fund-raisers during the year.

Each Scout is encouraged to participate in fund-raisers. This gives our boys a sense of belonging and achievement. It also instills pride and helps develop responsibility.

Can uniforms be worn for fund-raiser?

Officially, the Class A uniform may only be worn for Circle Ten Council sponsored or approved fund-raisers. Currently, this is limited to the annual Trails End Popcorn Sale and Scout Show Ticket Sale.

What if we do not participate?

If a Scout's parents do not wish their son to participate in a fund-raiser for personal reasons, they need to discuss these reservations with the Scoutmaster. The family may be assessed a non-participation fee. The amount of the non-participation fee will be set by the Troop Committee before the start of fund-raiser.

8.3. Scout Accounts

The troop treasurer maintains two "*separate*" accounts for each Scout. The first is a "*dues*" account used to pay for annual registration fees. The second is a "*personal*" account used to help pay for summer camp expenses, personal camping equipment, or uniforms.

How does a Scout earn money for his "personal" account?

A portion of the money earned in each fund-raiser may be credited to each boy's account. This lets a Scout "*earn*" his way to summer camp. The portion credited to each account is determined by the Troop Committee before each fund-raiser begins.

What if a boy does not go to summer camp?

If a Scout does not attend summer camp, money in his account may be used to purchase approved personal camping equipment or uniforms.

What if a Scout transfers to another troop?

If a boy transfers to another troop, his personal account will be transferred to that unit with the understanding that it will only be used for summer camp, personal camping equipment, or uniforms. If the Scout's new troop does not have such a policy, then the money will be retained and added to Troop 442's general account.

What if a boy drops out of Scouting?

If a boy leaves Scouting, no reimbursements will be made from his account. These funds will revert back to Troop 442's general account.

8.4. Donations

Donations are always welcomed and appreciated. Past donations have included equipment and money used to buy needed equipment. Donations may be made for specific purposes such as for equipment, purchasing awards, or paying for training. Donations may not be made for a specific individual.

Anyone wishing to make a tax-deductible donation should contact the Committee Chairman.

9. Outings

Troop 442 outings include campouts, day hikes, special trips, and participation in Scouting activities other than regular troop meetings.

9.1. Prerequisites

The following items are prerequisites for any troop outing.

Medical Release / Consent to Treat

A *Medical Release / Consent to Treat* form is required for your son before he can participate in any troop outing. This is a notarized document that allows the adult leadership to authorize medical treatment for your son in the event that you cannot be reached.

Medical Release / Consent to Treat forms accompany the troop on every outing. These forms must be updated annually prior to troop re-registration.

Permission Slip

Prior to any troop outing, a permission slip will be sent home. Permission slips contain important information regarding what we are planning, where we are going, departure and return dates and times, and how we can be reached in case of an emergency.

Permission slips include a detachable form that must be completed, signed, and returned by the deadline given in the form. This is the troop's authorization to take your son on the outing.

Medication

No drugs of any kind are permitted at a Scouting activity unless it is a medication that has been prescribed for a Scout or adult. The Scoutmaster must be advised when a Scout requires prescription medication during a troop activity.

9.2. Campouts

Camping and other outdoor activities are a focal point of the Scouting program. On campouts, a boy learns to become self-sufficient and to work with others in setting up safe and efficient camp sites. Boys learn to cook meals, use a map and compass, tie knots, build structures, and use woodsmen's tools safely. They also learn many new skills that are required for rank advancement or merit badges.

Our Scouts must always follow the *Outdoor Code* as outlined below and in the Scout Handbook

Outdoor Code: *As an American, I will do my best to
Be clean in my outdoor manners,
Be careful with fire,
Be considerate in the outdoors,
and
Be conservation minded.*

When and where are the campouts?

Troop 442 generally plans on one campout per month. Our Scouts also attend a week long summer camp each year.

Campout dates are given on the troop calendar. Departure and return times and places are specified on permission slips prior to the campout.

If you have any questions, please call your son's Patrol Leader or the Scoutmaster.

9.3. Campout Costs

The cost for each campout is set by the Troop Committee and is specified on the permission slip. This cost is generally in the range of \$14.00 to \$18.00 per campout. The money is used to buy food and supplies (such as charcoal and fuel for stoves).

If a Scout has paid for a campout and is unable to attend, the Scoutmaster should be notified as soon as possible. Fees may not be refundable if food and supplies for the outing have already been purchased.

When the troop attends a district or council event, there may be additional fees for registration, patches, etc. These fees are set by the district and troop does not receive any of this money.

Should the cost of a campout become too expensive for your budget, please discuss the situation with the Scoutmaster. We do not wish to prevent any Scout from attending a campout because of a financial concern.

9.4. Campout Food

On campouts, cooking is done by the patrols.

Two weeks prior to a campout, all patrols must turn in a menu for approval by the Scoutmaster.

Who buys the food?

Each patrol selects a Grubmaster prior to each campout. The Grubmaster is responsible for food shopping. The Grubmaster must keep all receipts in order to be reimbursed.

What is the food budget?

Each patrol is given a food budget based on number of Scouts attending a campout. If a patrol exceeds their budget, the patrol will divide the cost of the food that exceeds their budget.

Some basic staples such as salt, pepper, flour, sugar, etc. are kept in the patrol chuckboxes and need not be purchased for every campout.

What is not allowed?

The following items are prohibited from our campouts.

- . Candy
- . Canned soft drinks
- . "Junk food"
- . Tobacco products
- . Paper plates
- . Disposable eating utensils

In addition, patrols are discouraged from having pre-made desserts. Patrols are encouraged to cook their own desserts.

Note: Adults may have soft drinks on campout. However, adults are asked to consume soft drinks in the adult area and not share with the boys.

Who does the cleanup?

Each patrol is responsible for their own kitchen cleanup using soap and hot water. Proper sterilization methods will be supervised by the adult leaders.

9.5. Transportation

The Troop Committee is responsible for providing safe transportation to and from Scout outings.

Scouts will always wear seat belts. No riding in the back of an open vehicle is allowed. This includes pickup trucks with or without camper tops. No riding in trailers is allowed.

All drivers transporting any Scouts must be 21 years of age or older. All drivers must have a valid drivers' license and have insurance as prescribed by law.

9.6. Adult Leadership

Boy Scouts of America requires *two adult leaders* minimum for all Scouting activities. One of the adults must be at least 21 years old and registered Scouter.

Troop 442 requires four *adult leaders* minimum for outings. On campouts, we require at least four adult leaders or one adult per patrol plus the Scoutmaster, whichever is greater.

A background criminal check is run on all adult leaders to determine their suitability according to BSA standards. This background check helps to insure the safety of our boys.

9.7. Adult Participation

We encourage parent participation on campouts. All adults attending campouts will be members of the "*Adult Patrol*." Adults will camp and cook separately from the boy patrols. Each adult will be expected to share in an adult patrol duty roster. The Scoutmaster's patrol duties may be limited to insure he is able to fulfill his primary responsibilities to the Scouts.

Adults who are not parents or guardians of a Scout and are not members to the Troop Committee are NOT invited to troop campouts. It is mandatory that all adults associated with Scouting meet high moral and character standards as set forth by the Boy Scouts of America.

9.8. Sibling Participation

Troop 442 recommends that non-Scouting siblings should not attend campouts. This policy is not intended to discourage parent participation in campouts. We realize there are unusual circumstances that will make it necessary for an adult to bring siblings, but we ask that parents consult the Scoutmaster prior to the campout. Troop 442 reserves the right to ask disruptive siblings to be taken home.

The following guidelines apply to non-Scout siblings on troop campouts.

- **Insurance:** Brothers and sisters of Scouts are not covered by BSA insurance. Troop 442 does not incur any liabilities for accidents or injuries involving siblings.
- **Activities:** Siblings will not be allowed to participate in troop activities.
- **Supervision:** Troop adult leaders will not be responsible for supervision of siblings.
- **Costs:** Siblings will be required to pay a fee equal to the Scout fee for campouts.
- **Equipment:** Troop 442 will not be responsible for sibling tenting or personal equipment.
- **Meals:** Siblings will eat with the adult patrol. No separate menus or food will be provided by the troop.

9.9. Special Campouts

In addition to regular campouts, Troop 442 participates in the following special campouts.

- **Summer camp.** Summer camp is an annual week-long adventure at a Boy Scout camp. It is an opportunity for boys to work on merit badges and Scouting skills, while having lots of fun! Summer camp is a highly recommended part of your son's Scouting experience.
- **Troop Organizational Weekend (TOW).** Once a year, the troop devotes a portion of an outing toward planning the activities for the upcoming year. At this time, all Scouts may provide input for the next years' calendar. We also hold elections for boy leaders at this time.
- **Family outings.** Most troop activities are designed for Scouts only. However, a limited number of family outings are usually planned. The immediate family will be welcome at such events.

10. Equipment

Camping equipment is separated into two categories -- personal equipment and patrol/troop equipment. Personal equipment includes sleeping bag, rain gear, flash light, compass, etc. Patrol/troop equipment includes tents, cooking utensils, lantern, etc.

Please see the **Troop 442 Camping Checklist** for a detailed list of personal equipment.

- Tip #1: *The key to successful camping is to pack light. A Scout should only take what he needs for the outing.*
- Tip #2: *All personal gear should be labeled and "rain proofed" Use ZipLoc bags and plastic garbage bags to protect gear from getting wet.*
- Tip #3: *It is not necessary to immediately buy lots of expensive camping equipment. Many of the required personal items may already be available at home. Don't forget birthdays or Christmas. If you need advice, please contact the Scoutmaster.*

Troop camping equipment is expensive. It the responsibility of each Scout to take care of all gear used on outings.

10.1. Patrol Equipment

Patrol gear will be inventoried and assigned to each patrol and should only be used by members of that patrol. Upon return from campouts, equipment will be inventoried and inspected. Patrols will be held accountable for missing or damaged gear.

10.2. Troop Equipment

Troop gear includes items such as woodman's tools, extra tents, extra fuel, etc. Patrols may request this equipment on campouts.

Can troop equipment be borrowed for non-troop activities?

Troop equipment may be loaned to Troop 442 Scouts for Scouting related activities such as training courses or campouts. A Scout borrowing equipment is responsible and accountable for returning equipment in good condition.

Can troop equipment be borrowed for personal use?

No troop equipment may be borrowed for personal use.

Can troop equipment be borrowed by other Scouting units?

Troop equipment loaned to other Scouting units must be approved by the Troop Committee.

11. Safety

Insuring safety and making sure that every Scout has a great experience is the prime responsibility of all adults associated with Troop 442. The following rules and guidelines help meet our safety responsibilities.

- **Buddy System.** Troop 442 practices the Buddy System on all outings. Boys are paired with another Scout of their choice. Scouts are expected to keep track of their buddy. Lone Scouts will be challenged as to the location of their buddy.

- **Water Activities.** The buddy system will be strictly enforced when swimming or wading.

No one may go swimming or wading without the consent or supervision of the Scoutmaster or an adult leader. No exceptions.

- **Fires.** Local campsite requirements must be adhered to. All designated fire areas will contain a shovel and water bucket to extinguish fires. Fires will remain within fire pits and must be attended at all times. No sticks may be removed from the fire pit.

Extinguished fires must be cold to the touch.

No fires are permitted within 10 feet of a tent. A fire bucket filled with water must be placed outside each tent. No matches, lighters, or other open flames are permitted in or around a tent.

- **Camp Stoves.** Propane or liquid gas fueled stoves will be used under close adult supervision. A properly rated fire extinguisher is required to be on hand when camp stoves are used.

All fuel will be stored in the adult leader area and handled by adults only. Liquid fuel may not be used to light fires.

- **Lanterns.** Gas-fueled lanterns will not be carried by Scouts when lit. Gas-fueled lanterns will not be allowed into tents under any condition.

Each patrol will be assigned at least one rechargeable electric lantern.

- **Knife and Ax.** Troop 442 offers a *Tote'n Chip* program for knife, ax and saw safety.

To earn a *Tote'n Chip* card, a Scout must complete a safety course with instruction on the proper use of woodsman's tools such as a knife, ax and bow saw. Without this card, a Scout is not eligible to use a knife, ax or saw.

If a Scout is ever seen using one of these tools in an unsafe manner, his card may be taken. If taken, the Scout must retake the course.

Adults should be challenged on unsafe practices.

12. Adults

In Boy Scouts, the Senior Patrol Leader and Patrol Leaders are responsible for planning, organizing, or executing the troop program. In addition, the Senior Patrol Leader and Patrol Leaders are responsible for minor discipline.

Adults are responsible for safety and insuring the overall troop program is in line the aims and methods of Scouting.

12.1. Troop Committee

The Troop Committee is responsible for insuring the troop has the necessary resources to provide a quality program for the Scouts.

Every parent or guardian of a Scout in Troop 442 is considered a member of the Troop 442 Committee. Everyone is encouraged to be an active member and attend the monthly committee meetings.

The committee establishes policies and guidelines that enhance the troop's program and support Scouting purposes. The committee is responsible for providing:

- Adequate leadership for all activities.
- A safe environment for all troop functions.
- Training for boy and adult leaders.
- Transportation to activities and outings.
- Funding for activities and troop equipment.
- Guidance in teaching moral strength and character to our boys.

The Scoutmaster and his assistants serve at the discretion of the committee.

12.2. Committee Chairman

The Committee Chairman heads the Troop Committee. He is responsible for conducting monthly committee meetings and insuring that the troop is functioning according to the troop policy. The Committee Chairman has the final word on troop business and policy in cases when the committee cannot reach agreement.

12.3. Committee Meetings

The committee meets on the first Monday of each month at 7:00 PM at Sanden in Wylie.

The Committee Chairman sets the agenda and conducts the meeting. The troop's finances, upcoming outings, special events, and other troop business are discussed. Everyone's input is welcome. The Scoutmaster represents the Scouts and brings their input to the meeting.

12.4. Parent Participation

The Boy Scouts of America have found that there is a direct correlation between a parent's involvement and a boy's success in the Scouting program. This also reflects our experience at Troop 442.

The more you support your son and participate in Scouting activities, the greater will be his success and enjoyment in Scouting. And the more a boy is involved in the program, the more likely he will be influenced by the three aims of Scouting - character, citizenship, and fitness.

And there is a bonus... your son will reflect on his Scouting experiences years from now and appreciate your efforts.

Can you help?

Yes! We always need more volunteers ...

13. Child Abuse

Troop 442 takes the subject of child abuse very seriously. It is mandatory that all adults associated with Scouting meet high moral and character standards as set forth by the Boy Scouts of America. The safety and protection of each Scout is paramount.

Troop 442 has implemented the following guidelines to protect our boys.

- Adults *never* tent with Scouts. This rule applies to fathers and their Scout sons too.
- Adults who are not parents or guardians of a Scout and are not a member of the troop committee are not invited to participate in troop outings.
- There must be a minimum of two adult leaders at all Scouting activities. A Scout must never be alone with a single adult.
- Troop adults must take **Youth Protection Training**. This training is offered monthly by Circle Ten Council.

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Following the Trail to Eagle



Eagle



Life



Star



First Class



Second Class



Tenderfoot



Scout