



TROOP 17

THE TROOP POLICY STATEMENT

This document describes the basic operating procedures of the troop. **We expect both the parents and the boy scouts to read and be familiar with this policy statement.** This policy statement was written to clarify a myriad of details, which arise when conducting troop operations. This policy statement relieves the adult leaders of making the same decisions over and over again. It is not intended to be a rigid document, but rather, a flexible and practical tool. Any registered adult leader, in writing can propose changes to this document at any time. Parents and boy scouts who want to suggest a policy change may do so by contacting a registered adult and discussing the proposal in detail. A proposal for change must be placed on the agenda of a troop committee meeting. Changes to the policy statement can only be approved by majority vote at a troop committee meeting.

Yours in scouting,

Troop 17
Committee Chair

TROOP 17

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INTRODUCTION

Welcome to our troop! St. Andrew's Catholic Church in Moore, OK has sponsored our troop since 1984. Your son has chosen to join an organization that will challenge him physically, mentally, and spiritually. Scouting is intended to be fun. But more than that, scouting is an organization of time honored principles based on the scout oath and the scout law.

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.*

SCOUT LAW

*A scout is Trustworthy, Loyal, Helpful, Friendly, Courteous,
Kind, Obedient, Cheerful, Thrifty, Brave, Clean and Reverent.*

You should also be aware of the position of the Boy Scouts of America (BSA) in the following areas.

DECLARATION OF RELIGIOUS PRINCIPLE

The Boy Scouts of America maintains that no member can grow into the best kind of citizen without recognizing an obligation to God and, therefore, recognizes the religious element in the training of the member, but it is absolutely nonsectarian in its attitude toward that religious training. Its policy is that the home and the organization or group with which the member is connected shall give definite attention to religious life.

POLICY OF NONDISCRIMINATION

Youth membership in the Boy Scouts of America is open to all boys and young adults who meet the joining requirements. Membership in scouting, advancement, and achievement of leadership in scouting units are open to all youths without regard to race or ethnic background and are based entirely upon individual merit.

TROOP 17

JOINING THE TROOP

There are 3 paths for joining the troop:

1. Crossing over (transferring) from a webelos Cub Scout den.
2. Joining without current or prior scouting registration.
3. Transferring from another Boy Scout troop.

Whatever the case, the steps for joining the troop are as follows:

1. Complete the **Boy Scout application** form including the section on health history and submit it to a committee member.
2. Pay the **transfer fee** if transferring from cub scouts or another Boy Scout troop. Otherwise, pay the **registration fee** and the fee for the **Boys Life magazine** subscription (new subscription or renewal). These amounts are prorated depending on the month the scout joins.
3. Pay the **initiation fee**, which includes a neckerchief, tie slide, epaulets, troop numerals, patrol patch, quality unit patch, world crest, Last Frontier Council and a Scout Handbook.
4. Update your current scout uniform as required by removing Cub Scout insignia, changing numerals, etc. If you don't have a uniform, obtain a scout uniform as soon as it is convenient. See the section in this document regarding the troop scout closet.

Uniforms can be purchased at the Last Frontier Council office, 3031 NW 64th, Oklahoma City, OK (phone: 840-1114).

REGISTRATION AND TROOP FEES (as of February 2006)

The fees listed in this section are subject to change as required to support council or troop policy changes.

Troop Initiation Fee	\$25.00
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Fees paid to council:

Transfer fee	1.00
Boy Scout Medical Ins	.80 (paid only at recharter time)
Individual registration fee (annual)	10.00*
Boy's Life magazine subscription (annual)	12.00*

The troop also pays a group recharter fee when accomplishing its annual recharter.

Troop recharter fee (annual)	\$20.00
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*These fees are prorated through out the year for boys joining during the middle of a chartered year (April 1 to March 31) based on LFC scale.

GENERAL INFORMATION

Adults agree to be guided by the Charter, Bylaws, and Rules and Regulations of the Boy Scouts of America. Copies of these documents are available for a fee at the scout office or found on line at www.bsa.org. Adults also agree to be guided by this Troop Policy Statement. If this policy statement should be found to be in conflict with the aforementioned documents, please notify a troop leader so that our policy statement can be updated.

No one may register in more than one position in the same unit, except the chartered organization representative who may also serve as committee chair or as unit committee member. Each unit must have a unit leader (scoutmaster) and a minimum of 5 paid youth members. There must be at least 3 committee members with one named as chair. Registered adults in the troop must be age 21 or older with the exception of assistant scoutmasters who must be age 18 or older.

Definitions:

BSA	Boy Scouts of America
CR	chartered organization representative
CC	committee chair
MC	member of committee
SM	scoutmaster
SA or ASM	assistant scoutmaster

A boy is eligible to join a Boy Scout troop when he is at least 11 years of age or has completed the 5th grade or has earned his cub scout Arrow of Light Award, has parental consent and is not yet 18 years of age.

A limited amount of accident and hospitalization insurance is a part of each boy's registration fee. Inquire with a committee member for details.

TROOP COMMITTEE

The troop is governed by the troop committee, which consists of registered adult leaders and interested parents. Only registered adult leaders may vote at committee meetings but all parents are encouraged to attend and voice their opinion. The committee meets once a month. They meet on the third Tuesday of each month at 6:30pm prior to the troop meeting. The meeting place is the St. Andrew's Conference Room #1 unless otherwise specified. Committee responsibilities include:

1. Providing and supporting competent adult leadership for the troop
2. Supporting the advancement program
3. Helping acquire and maintain equipment
4. Assisting with finances and records
5. Helping with new scout recruitment
6. Supporting the outdoor program
7. Providing transportation
8. Supporting fund raising

TROOP FINANCE

The troop maintains its own financial accounts. Solely the troop committee authorizes troop expenditures. There will be two signatures on each check written by the troop. Signers on the Troop account will be Treasurer, Charter Rep, Committee Chair and Scoutmaster or Asst. Scoutmaster. All troop funds must pass through the committee treasurer. Any individual who incurs an expense on behalf of the troop may submit a corresponding receipt for reimbursement by the committee. Troop expenditures are authorized by majority vote. An original receipt is required. Receipts more than 3 months old may not be accepted for reimbursement. The committee will respond at regular committee meetings on reimbursement for receipts. Decisions of the committee are final.

AUTHORIZED TROOP DISBURSEMENTS

To avoid an ongoing situation of constantly voting on selected disbursements, the troop committee has authorized the following list of ‘automatic’ disbursements. Receipts are required to be submitted, as usual, for these expenses.

1. All regular advancement and awards.
2. Merit badge patches and books.
3. Boys’ leadership patches.
4. Polar bear patches, 1 per participant per calendar year.
5. Propane as required for troop campouts.
6. Consumable supplies as required for troop campouts.
7. Lantern globes and lantern mantles for troop lanterns.
8. Quality unit patches, 1 per individual who recharter's with the troop.
9. The Treasurer, Committee Chair and Chartered Organization Representative have the authority to authorize necessary expenditures up to \$50.00 without the approval of the committee on an emergency basis.
10. New scout supplies as outlined under "Joining The Troop"

It is advisable to check with the Committee Chairman prior to making any purchases. If there are no troop funds available, there cannot be any disbursements. The troop will not go into debt for any reason.

TROOP ORGANIZATION

The troop is organized into groups of boys called patrols. Each patrol has a patrol leader (PL). As much as possible, the troop program is managed by the Patrol Leaders’ Council (PLC). The PLC is composed of the Senior Patrol Leader (SPL), Asst. Senior Patrol Leader, his staff, and patrol leaders from each patrol. The PLC meeting place is the St. Andrew’s Youth Center unless otherwise specified. The regular PLC meets on the first Monday of each month and may meet briefly at the conclusion of each regular troop meeting as required by the SPL and scoutmaster.

With advice and guidance from the scoutmaster and the assistant scoutmasters, the PLC decides what activities the troop would like to have, where the troop would like to go for

campouts and outings, and what special projects the troop would like to do to serve others.

Scout troops may have different types of patrols. Patrols may be established for boys working on scout ranks through First Class. Other patrols may be established dependent on the interest of the boys. They may also be Venture crews.

ADULT SCOUT LEADERS

The scouting program is for the boys, but it requires organization by interested parents and adult leaders. The scout leaders who help make the troop a success are *volunteers*. Our troop depends on these volunteers and expects the support of parents when they are called upon to help. Adults who are interested in becoming active troop leaders may register as official scout leaders with the troop with approval by the Chartered Organization Representative and the Committee Chair. References will be checked on all adults wishing to register. For adults who simply want to volunteer their services, no registration is required. **BSA and Archdiocesan Youth Protection training is required for all registered adults. Archdiocesan Youth Protection training is required for all parents registered or not, who will be camping on a regular basis. The Archdiocese has a training form that all adults are required to submit to the parish office. These are kept on file at St. Andrew's.**

Registered adult leaders are in a much better position to know the scouting program and thereby assist scouts with advancement through the program. Registered adult scout leaders are expected to become knowledgeable of all rules and guidelines that apply to their area of troop volunteer activities. All leaders are required to obtain official BSA training specific to their position. If you are interested in becoming a registered adult scout leader, ask a current scout leader how to obtain an application.

PARENTAL INVOLVEMENT

Few scouts remain in the scouting program for very long when there is little interest in the home. We cannot overemphasize the importance of the Boy Scout Handbook as an invaluable tool in helping your Scout learn and advance. Parents should familiarize themselves with the handbook so they will be better prepared to help their son.

As a concerned and interested parent, the role you play will be vital in determining the effect which scouting experiences will have on your son's development.

It is important that you encourage your son to participate in meetings, campouts and special events, but let him prepare for them on his own (parents should be prepared to assist when asked). If he makes mistakes, this is a part of the learning experience and will help him grow.

Please remember that BSA stands for the Boy Scouts of America, which is a program, designed to help your sons grow up to become better citizens.

YOUTH PROTECTION

The troop goal is to conduct an annual training session for BSA's Youth Protection Policy. The training consists of a video-based presentation for parents and a separate video based presentation for the scouts. Youth Protection training is also available on-line through the Last Frontier Council website for registered adults who are renewing their initial training.

A summary of BSA policy is shown below:

1. There must be a minimum of two adults at any official scout outing.
2. Unrelated adults and scouts may never sleep together in the same tent.
3. There is never a 1 on 1 meeting in private between an unrelated adult and a scout.

The troop has expanded on these policies with the following policies;

1. There are at least two boy scouts sleeping together in a tent. **A boy scout may never sleep in a tent by himself.**
2. **Youth Protection training is required for all registered adults. In order to go camping with the troop, adults are required to have both BSA and Archdiocese Youth Protection Training. The Chartered Organization mandates this training for anyone working with youth and requires each adult to fill out the Archdiocese training form.** This is kept on file in the parish office. Consult a scout leader for details regarding the BSA Youth Protection policy.

TROOP RESOURCE INFORMATION

Each parent is expected to maintain a current Troop Resources Form on file with the troop Committee Chair. This allows the troop to ask parents to assist with the scouting program in their areas of expertise. Each parent is also expected to maintain personal auto capacity and auto insurance information on file with the troop Committee Chairman. Parents may be requested to help transport scouts to and from scouting activities.

FINANCIAL NEED

Participation in the troop scouting activities will not be denied to any boy because of financial hardships. Families needing assistance should contact the scoutmaster or committee chair. Please note all matters will be handled in confidence but may be discussed with appropriate scout leaders.

LOST AND FOUND

The troop is not responsible for lost items. However, a lost and found collection will be maintained. Periodically, these items will be disposed of in an appropriate manner.

THE SCOUT UNIFORM

A well-uniformed troop can build a sense of troop identity and spirit. Whenever a scout wears his uniform it reminds a boy that he is a scout and that people will expect him to act like one. The uniform is an outward sign that he believes in certain values and is willing to stand up for them. In addition, it serves to display the badges and awards as a testimony to his achievements in skills and leadership. With this in mind, **the troop believes each scout should have a complete uniform to participate and advance in the scouting program. A complete scout uniform consists of pants or shorts, shirt, socks, belt with buckle, hat, scarf, slide, and insignia.** The troop maintains a uniform closet from scouts who have outgrown them. Ask a committee member about the availability of these scout uniforms.

NOTE: The Arrow of Light and the Cub Scout religious emblem awards are the only cub scouting awards that can be worn on the scout uniform.

SCOUT SPIRIT (CH 4 of Boy Scout Handbook)

A scout's standing not only depends upon his skills and advancement badges, but also upon the spirit in his heart and the way he lives the scout oath and law. We expect our scouts to adhere to the scout oath and law in their daily lives. **Wearing the scout uniform is a requirement of showing scout spirit.**

HEALTH, SAFETY AND MEDICINES

The activities of scouting can be vigorous. It is assumed that each scout is in adequate physical condition to participate in all scout activities unless adult leaders are told otherwise. Physicals are required prior to summer camp or High Adventure.

Scouts are encouraged to carry a small personal first aid kit. This may include Band-Aids, insect repellent, sunscreen, mole skin, etc. The troop maintains a troop first aid kit for treatment of injuries, which may occur while camping.

Scouts should bring medicines/medication with them while away from home on campouts. The scout must give this medicine to an adult leader for safekeeping. The parent and scout **must** advise the adult leader in writing about specific instructions regarding when and how the scout is to take medicine. For medicines that need refrigeration, a troop cooler will be provided.

Upon joining the troop:

1. The parent and scout should complete a BSA health information form (on the back of the scout application) that will be filed with troop records. This form will include known **allergies** and suggested treatment.
2. The parent should provide a written statement listing any **physical restrictions or limitations** that may affect a scout's activities.
3. Any changes in the scout's health must be reported immediately in a written statement to a registered adult leader.

SPECIAL

Our sponsoring organization has requested that the troop's chaplain aide position be filled according to the following priorities: (1) St. Andrew's parishioner or Catholic non-parishioner, (2) all other candidates. BSA observes a non-sectarian religious policy. To comply with both BSA and our sponsoring organization, the troop will authorize, as appropriate, a second chaplain aide position. Therefore, a scout who does not satisfy priority (1) may still be named as chaplain aide and a chaplain aide position will still be available for the interested scout who satisfies priority (1).



BOY LEADERSHIP

Scouting offers unique opportunities for boys to accept responsibility experience failures and grow in confidence through the troop leadership positions. As patrol leaders, the boys accept the responsibility of the patrol's equipment and its condition. They must be prepared to organize their patrol's campouts and see to it that the information is passed on to all the boys in the patrol.

From time to time, the troop leaders organize a Youth Leadership Training session. These sessions are intended to help teach the scouts how to become more effective leaders.

DUES

Dues collections are used to defray costs of running the troop, including such costs as advancement badges. Dues are inadequate to cover all the costs of scouting, but are kept as low as possible to permit membership without causing an unreasonable economic burden. Scouts are encouraged to pay their dues from their allowances or money they earn on their own.

Dues may be paid weekly (.50 per week), monthly (\$2.00 per month), or annually (\$24.00 for the entire year). **Scouts who become more than \$2.00 (one month) delinquent in their dues will have their camping privileges suspended unless prior arrangements have been made with the scoutmaster.** The scoutmaster or committee chair may waive dues on a discretionary basis; the committee will be informed of such action.

DUES FOR EAGLE SCOUTS

An Eagle Scout's dues are permanently waived after the date that he becomes an Eagle Scout.

RECHARTER

Our troop must renew its charter annually and each boy and adult leader must re-register. This is also the time when the subscriptions to Boy's Life magazine are renewed. The fees for this rechartering process are announced prior to the annual recharter deadline.

A Boys Life magazine subscription is optional, but it is highly recommended. It is an excellent magazine at a reasonable price filled with scouting stories and ideas. It is written for boys in the scouting age group.

A parent may elect to pay for a son's recharter expenses (including Boy's Life subscriptions) by requesting that the money from the boy's scout account (see below) be used for that purpose.

FUND RAISING

Fund Raising projects are designed to supplement dues income and provide a source of funds for day-to-day troop expenses, in addition to purchasing and maintaining troop equipment, troop camping expenses, summer camp travel requirements, or paying for special training as approved by the troop committee.

Transportation Cost's for Summer Camp. Transportation costs for summer camp are assessed equally among the scouts attending. Parents are expected to work at least five events from June 1st through May 31st for credit towards the current year. However, this number represents a base percentage – each event represents a 20 percent increment for summer camp fees. For example, if only 3 events were worked, parent would pay for 40% of summer camp fees.

Events. Types of events include, but are not limited to Ford and Cox Center concession stands; working the annual Troop Merit Badge Fair as a counselor, registration, handling lunch arrangements; CPR instructor; Merit Badge Counselor working on specific merit badges with a group of scouts for a period of time (counselors will submit a plan to the troop committee prior to approval and will only be approved on a case-by-case basis); Troop Popcorn Kernel (entire season is one event); and driving to/from most weekend campouts (minimum of five).

“Every family is expected to participate actively in the fundraisers, which are organized by the troop. If you choose not to actively participate in fundraising events, you will be asked to pay for many of your sons scouting expenses.”

Whether your scout attends summer camp or not, each family is asked to work 5 events to help support the troop financially. An annual sum of \$100.00 would equate to working 5 events for the troop. If parents cannot work or choose not to work events, this annual fee will be assessed.

A percentage of the money received from fund raising activities is placed in a boy's scout account (see below) based on his participation, and a portion goes to operate the troop. The troop committee decides the exact distribution of proceeds.

SCOUT ACCOUNTS

As scouts participate in troop fund raising efforts, they will have an opportunity to earn a portion of the funds they help to raise. This portion goes into an account for your son called his scout account. No interest is paid on money deposited in the scout accounts.

Scout accounts are used in the following manner.

1. To decrease the amount a scout pays for summer camp/high adventure camp or transportation expenses.
2. To reimburse a scout for money he has spent on his scout uniform.
3. To pay recharter fees (see previous section).

NOTE: Scout accounts will not be used for monthly campout expenses or weekly dues.

After a scout has been inactive with the troop for 6 months, funds remaining in his scout account will be transferred to the troop general fund.

Scouts transferring to other troops may request their account funds be forwarded to them at their new troop via a letter from the new troop's Treasurer or Committee Chair.

A scout who does not recharter with the troop immediately forfeits any money in his scout account.

Money earned in fund raising activities is non-refundable except as noted above in the

case of a transfer to another troop.

A boy or his parents are allowed to deposit money in a scout account for their son as a vehicle for saving money for summer camp. In the event that the boy earns enough money through regular troop fund raising activity to pay for his camp, money deposited by the family is refundable upon written request.

Under no circumstances except those listed above will a cash payment be made to a scout or his family.

PROBLEM RESOLUTION

In-groups of scouts, problems can occur at any time. Encourage your son to look to boy or adult leaders for help with a problem before he becomes frustrated. For parents who need to communicate problems, please call an adult leader. Do **not** call boy leaders directly with problems involving your son.

CODE OF CONDUCT

The troop has adopted the following code of conduct, which is to be obeyed at all times during scout activities.

1. No fighting.
2. No cussing or foul language.
3. No hands on other scouts except as appropriate in approved games.
4. No running inside, except as appropriate in approved games.
5. No yelling during troop meetings, except patrol spirit yells.
6. No throwing of any object that may cause injury or disrespect to others.
7. No use of illegal drugs, alcohol, and tobacco products and any other practices that could be harmful to the scout's health.
8. No jokes or skits in poor taste.
9. No gang related activity such as wearing colors or flashing signs.

We understand that young men in the 11-17 year age range will be active, but deliberate, willful or blatant deviation from the code of conduct, the scout oath, or the scout law will not be tolerated. Failure to comply with this requirement will result in disciplinary action and/or a call to parents. Parents may be required to retrieve their son. **Note that this includes long distance campouts and annual summer camp outings.**

REGULAR SCOUT MEETINGS

Troop meetings take place at the St. Andrew's Youth Center unless otherwise specified. Troop meetings start promptly at 7:00 p.m. each Tuesday evening unless otherwise specified. Meetings are concluded at 8:30 p.m. Please be patient if the meeting runs past the scheduled stop time. Every effort is made to prevent this inconvenience. A 'pre-opening' exhibit may begin as early as 6:45 p.m. **Parents please drop off and pick up your scout(s) on time.** Parents should avoid dropping scouts off for meetings prior to verifying that a scout leader is present. The building is usually opened after 6:30 p.m.

Scouts will not be allowed to have food or drinks (soda) during the meetings unless it is part of the meeting plan for the whole troop. Scouts will not be allowed in any other areas of the

building without permission from one of the adult leaders. Parents are encouraged to visit the troop meetings with their sons.

As much as possible, troop meetings are planned and conducted by boy leaders under the guidance of the scoutmaster and the assistant scoutmasters. This is a part of the plan to help the scout develop his leadership, make decisions, and take an active part in making the troop program successful.

ADVANCEMENT AND MERIT BADGES

The advancement program of the Boy Scouts of America provides a series of ranks progressing toward the rank of Eagle. BSA sets standards for earning each of these ranks. The requirements for rank advancement are explained in the Scout Handbook. Among other things, the scout must show **active participation** and **scout spirit** to advance in rank. Progression through these ranks is called the Eagle Trail. Only the registered Scoutmaster and Asst. Scoutmasters can sign off on rank advancement in a scout's book.

BSA also offers awards to the scouts in the form of merit badges. Earning merit badges means that the scout has demonstrated specific skills and knowledge. The Scout Handbook provides introductory material for the merit badges. Merit badges are varied and numerous. The troop maintains a library of merit badge booklets which the scouts can check out. Merit badge booklets are also available at the scout office. Your son will work on merit badges under the guidance of registered merit badge counselors. Only registered merit badge counselors may approve completion of merit badge requirements. The adult leaders can help guide your son in the selection of merit badges and how to make appointments with counselors.

A scout achieves rank advancement and earns merit badges at his own speed. The rate of progress depends upon his interest, effort, and ability. He can go as far and as fast as his ability will allow. **However, the initiative for rank advancement and merit badge activities rests with the scout.** You can assist your son by reviewing requirements, asking questions and encouraging him to **begin**. Activities, which have occurred prior to joining the Boy Scouts, cannot be used to fulfill any merit badge or rank requirements.

Certain rank and merit badge requirements may be approved by the scoutmaster (or a designated substitute). Ask an adult leader for details.

While a boy can work toward a rank advancement or merit badge with help from his parents, only registered adult scout leaders are permitted to approve completion of any requirements. In those cases where the boy's parent is a registered adult scout leader, it is strongly recommended that a non-related adult scout leader approve completion of requirements.

When a scout confers with an adult leader or a merit badge counselor, BSA policies require that there never be a 1 on 1 meeting in private between a boy scout and an unrelated adult.

SCOUTMASTER CONFERENCES

Before each advancement in rank, the scout has a conference with the scoutmaster (or a designated substitute). In this way the leader can discuss with your son his strengths and interests and the ways he can use these in his scouting activities. It will be up to your son to decide goals for himself and what badges he will earn toward the next rank.

Rank advancement through First Class Scout is highly structured, but requirements may be satisfied in any order. Once a scout reaches First Class rank, he has more flexibility in

deciding which merit badges to pursue as he advances toward Eagle Scout.

After completion of all requirements for rank advancement, the scout will schedule a SM conference, which will be held at the SM's convenience.

BOARDS OF REVIEW

Before a scout advances to his next rank, his last step is to participate in a Board of Review (BOR). Boards of Review consist of at least three adults from the troop committee who verify that all requirements for advancement to the next rank (except Eagle Scout) have been met. Scouts must contact the troop's Advancement Chair or Committee Chair to schedule a BOR. **A boy must be in full uniform for his BOR.** This is shirt (with patches properly displayed), belt, hat and neckerchief. He should wear shorts or pants if he has them. The Advancement Chairman will schedule a board of review at 6:30pm on a Tuesday night following a request for a BOR by a scout. Scouts may request a BOR at other times based on special circumstances.

For the rank of Eagle, a committee of registered adults from the local BSA district must review scouts from our troop. The eagle candidate may request that a voting member from his own troop be added to this committee. Our troop recommends that eagle candidates exercise that request. The troop's voting member may not be the SM and a SA. In addition, the eagle candidate must have a registered troop leader introduce him to the board. The eagle candidate may also have his parents/guardians present at the board. The leader who introduces the eagle candidate and parents/guardians are not allowed to participate in the board meeting.

COURTS OF HONOR

A Court of Honor (COH) is a ceremony where the boys are publicly recognized for merit badges, rank advancements, and special awards they have earned. Courts of Honor are held at least quarterly. A scout will not be given awards at a Court of Honor unless he is wearing his uniform.

Scouts and parents should attend every Court of Honor. As the scouts earn badges, the patches are given as quickly as possible, usually at the weekly meeting. The Court of Honor provides a time to honor the scout with his parents present and to present him with the card that corresponds to the merit badge or rank.

When the scout earns the rank of Eagle, a special Court of Honor is conducted. **The boy's parents are responsible for sponsoring this ceremony.** The Eagle COH is an excellent way for the new Eagle Scout to help encourage the other scouts to work harder on the Eagle Trail. The Eagle rank is BSA's highest honor for a Boy Scout. The opportunity to earn his Eagle is one of those 'once in a lifetime' opportunities. Please impress this on your son. We know that your son will look back on his Eagle with a great sense of accomplishment. Information and guidance may be obtained from the troop committee.

OUTDOOR PROGRAM

The PLC and adult leaders conduct annual planning meetings to establish a tentative schedule for campouts and special events throughout the year. The scouts are given the opportunity to determine where they would like to go. The troop's goal is to schedule a campout each month along with a week long camp during the summer. Camping details are generally

available two weeks prior to each monthly outing. Parents are welcome at all campouts and families are welcomed at designated family campouts.

On campouts, the boys share duties for fire building, cooking and cleanup, and learn to work as teams.

OUTDOOR PROGRAM EXPENSES

General Rules

Food for campouts is purchased within each patrol unless otherwise specified by the scoutmaster or a designated substitute. Grubmasters are selected by each patrol to purchase the food.

Scouts are to bring the money for their portion of the food and/or overhead fees on the **Tuesday** prior to the campout. **Payments are due in cash (no checks, no credit allowed).** Checks are not accepted for campout expenses since this would necessitate an additional financial transaction on the part of a troop member.

Permission slips are due at the same time as the food and/or overhead fees. A scout who does not pay the campout fee cannot go on the campout. A scout, who pays on time and then cannot go on the campout, **no matter what the reason**, including sickness, forfeits his money. Remember food and supplies have already been bought by the time of the campout. The troop does not attempt to store large amounts of food. It may, however, store a few staples to help defray costs.

Parents will be called on and expected to help drive boys and equipment to campouts occasionally.

Food for Campouts

The cost of food for campouts is normally \$10.00 per scout. The exact amount will be determined by the menus, which are written by the patrols and approved by the Scoutmaster. The cost of the patrol menu will be reported to the patrol members prior to the campout. When the appropriate fees are collected, they will be disbursed to the patrol's Grub masters. There will be a fee of \$1.00 per scout collected and given to the treasurer from grub money collected for overhead expenses (see below).

Overhead Expenses

The \$1.00 fee will go to the troop to pay for such things as propane, paper towels, trash bags, condiments, cooking oil, soap, bleach, lantern globes, lantern mantles, etc.

Expenses

The troop committee can authorize reimbursements for certain travel expenses. An example would be for reimbursement of a driver's gasoline expense, bus rental, bus fare, etc.

The adult driver, who tows the troop trailer during monthly campouts, can request a reimbursement for gas, providing the request has been brought to the committee meeting within 30 days of the campout.

Miscellaneous

There may be an additional charge per scout if the camp is a long distance from home. These occasional expenses will be specified well in advance. They can include camporee fees, campground fees, patches, etc.

SUMMER CAMP

Each year the troop schedules a week at a BSA summer camp. This is a great way to introduce new scouts to the scouting program or help the experienced scouts advance in rank. In fact, it is not unusual for the summer camp experience to contribute a fairly large share to the scout's annual advancement. The programs at summer camp are specifically designed for the purpose of advancement, be it for ranks or for merit badge completion. Information regarding summer camp is generally available in early spring (sometimes even sooner, after all, this is the Sooner state). Please encourage your scout to participate.

HIGH ADVENTURES

High Adventures are specialized outdoor activities. If interest is strong enough, a High Adventure may be included for those who qualify and wish to participate. They may be conducted at BSA High Adventure camps such as Philmont Scout Ranch (rugged outdoor mountain adventures located near Cimarron, NM) or the Florida Sea Base (water based adventure activities in the Florida Keys).

PERSONAL CAMPING EQUIPMENT LIST

The Scout Handbook has a thorough description of the items scouts may need on camping trips. **Read it.** The list below is provided here for convenience only. Optional items are marked with an asterisk (*). **The boy's name and troop number should be put on every item he brings to camp.**

Clothing

Year-round

Scout uniform worn while traveling to and from campouts. This is a BSA requirement.

Adequate pants and shirts for the number of days at camp.

Change(s) of underwear and socks.

Summer

Swim trunks

*Tennis shoes

Spring/Fall

Windbreaker or jacket

Long pants

Winter

Layered clothing. The key to staying warm in the winter is dressing in layers. This provides two things: (1) More dead air space insulation, (2) Flexibility in removing layers of clothing as the weather warms up during daylight hours.

Gloves and/or mittens

Hat (with ear protection)

Sweater and/or sweatshirt

Wool socks with cotton socks to be worn inside wool pair.

*Thermal underwear

Clothing should be packed in large reusable zip-lock bags. This compartmentalizes changes of clothing and keeps things orderly. It also protects clothes against rainy weather.

Equipment

Pack or carrying bag

Sleeping bag or sheets and blankets

Tent

Scout Handbook

Poncho or raincoat and rain hat

Boots (if available and if hiking on campout)

Comfortable shoes for use in campsite

Flashlight with good batteries (plus spare batteries)

Note pad and pencil

*Small pocket knife (must have a Totin' Chip card; see the SM for details)

*Foam pad or air mattress (air mattress in summer only, foam pad usable year-round)

*Compass

Large plastic trash bag to cover backpack in case of rain

Plastic bag for dirty clothes

Eating Utensils

Bowl or plate (large plastic butter tubs make a handy lightweight bowl)/mess kit

Cup (plastic or metal)

Spoon, fork and knife

Canteen or plastic water bottle (1 qt.)

Personal Hygiene Items

Personal bar of soap (in container or baggie)

Toothbrush and toothpaste

One small towel for weekend camps, 1-2 large towels and wash clothes for long camps

Toilet paper in a baggie (a partial roll stripped from the core minimizes bulk in the pack)

*Comb

*Deodorant and shampoo (optional only when no shower facilities are available)

Miscellaneous

First Aid kit

*Bible or prayer book

- *Watch
- *Camera with film
- *Wallet, money, ID
- *Air pillow
- *Field book
- *Merit badge book(s) for badges being worked on
- *Chapstick
- *Sunscreen lotion
- *Medications (report these to the SM)

EQUIPMENT

As resources permit, the troop will maintain adequate cooking utensils in chuck boxes and other camp gear (excluding personal equipment) to provide for each scout in the troop. The limited resources of the **troop will require scouts to employ their own tent** or share a tent with another scout. Regardless of ownership, **all scouts are expected to treat all equipment with care and respect**, as mistreated equipment can result in sickness, injury and/or financial loss.

A quartermaster is appointed by the scoutmaster and the SPL. He is a scout assisted by an adult leader or parent who will take personal pride in keeping the troop equipment in good order.

Patrol Chuck Box

The troop has provided a chuck box for each patrol. **The cleanliness of the contents of the box is the responsibility of the patrol.** Cooking utensils have been provided and will be checked periodically for completeness. In the event that losses beyond normal expectations occur, the patrol will be asked to replace the lost articles.

Tents: Prohibitions

The following items will not be allowed in tents:

1. Matches, lighters, lanterns, stoves or flame of any kind
2. Open knives, saws or any other unprotected sharp object
3. Food or snacks of any kind
4. Aerosol sprays of any kind
5. Fuels, gas, or any other fluid that can damage nylon

Lanterns

The troop will supply the lanterns necessary for overnight camping. They will be under the supervision of the adult leaders during outdoor activities. **Use of personal gas lanterns is prohibited.**

Stoves

Propane stoves are in each patrol chuck box. Care must be taken when using these stoves; **safety is of utmost importance.** Use of stoves will be limited to **cooking food only.**

They will not be used for heat, such as a campfire. Misuse of propane stoves by scouts will be dealt by the Scoutmaster.

ITEMS NOT TO BRING ON CAMPOUTS

- Charcoal lighter fluid
- Radio or hand held TV's
- Electronic games
- Candy
- Anything unbecoming of Boy Scout behavior
- Junk food
- Soda (sometimes can be bought on trip home by permission of SM)
- No fixed blade sheath knives

TROOP AWARDS

The troop has authorized the following awards to promote scout spirit. Consult a scout leader for details and effectively.

1. Scout of the month
2. Participation Beads
3. Recruiter Patch
4. Polar Bear Patch
5. Religious Medals and Knots
6. Other award which the scouts may achieve

RESOURCES

The following publications are available from the scout office or online at LFC or at www.bsa.org:

1. The Troop Committee Guidebook
2. The Scoutmaster Handbook
3. The Boy Scout Handbook
4. Boy Scout Requirements (a summary of all merit badge requirements)
5. Individual merit badge booklets
6. Troop 17 Website

CONCLUSION

We have attempted to cover most items that a scout and a scout parent might need to know about troop operation. Undoubtedly, we may have overlooked something. Please don't hesitate to point out omissions and don't hesitate to ask questions about this policy statement.

Finally, if a problem has arisen about any aspect of the troop's operations or activities, please feel free to contact one of the registered troop leaders to discuss the situation.