

BOY SCOUT TROOP 33



SCOUT & PARENT GUIDEBOOK

<http://www.Troop33bsa.us>

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THE TROOP 33 GUIDEBOOK

TO THE SCOUTING FAMILIES OF TROOP 33:

Welcome to Boy Scout Troop 33!

We are the newest Troop in the Miami District. Whether you are new to the Troop 33 Family or seasoned veterans, the *Troop 33 Guidebook* is designed to acquaint you with our Troop, leaders, and program. It also describes a Troop 33 Family's opportunities and responsibilities when a boy joins the Troop. While it won't answer all your questions, it should help you by laying out a basic framework. For more information, the Scoutmaster or Committee Chairperson will be glad to assist you.

Scouting is a volunteer organization. When a boy joins Scouting, in a sense the whole family joins. Without dedicated volunteers, there would be no Scouting, and no Troop 33. A handful of parents, former Scouts and community leaders form the Troop's adult leadership as committee members, and Scoutmasters. Although they are extremely dedicated, these volunteers cannot bear the full burden of Troop operations. There are numerous one-time jobs, which of necessity, must be sprinkled equitably among the entire Troop 33 Family.

Boys *like* having their parents involved. Knowing that their parents care and are willing to give of their time and of themselves means a great deal to a teenage boy. We realize that we operate in an era of two income and single parent households and that family time can be hard to come by. However, the Troop needs your active support if they are to fulfill Scouting's mission of turning boys into strong men of good character and unflagging citizenship. No boy fully benefits from our program without his family's active support and encouragement. We know of no Scout who has earned The Eagle Scout Award without this support. Parents can let us know their areas of skill and interest by completing the *Troop Resource Survey* that you have received. (submission of it is a prerequisite of your son's involvement in the Troop.) Many parents are surprised to find that involvement in Scouting is fun and rewarding. Many studies have also shown that a Scout is more likely to remain active if parents are also involved.

GOALS

Boy Scouting is unique among youth programs. It develops rugged individualism even as it teaches important lessons about the value of teamwork. The self-paced advancement program develops leadership skills, self-reliance and confidence, physical and moral fitness, and a sense of participating. The Scouts are organized into teams, called "Patrols," which accomplish assigned tasks together. Our goal is for Scouts is to achieve First Class Rank in the first year.

STRUCTURE

Troop 33 strives to be a "boy-led" Troop. This means that the Scoutmaster and Assistant Scoutmasters are there to advise and guide the Scouts, but the operation of the Troop is the responsibility of the Senior Patrol Leader, with help from the Assistant Senior Patrol Leader and Patrol Leaders.

MEETINGS

Troop 33 meets every Sunday night, with a few exceptions, from 6:00 to 7:30 PM. We usually take the last Sunday in the month off; be sure to check the online calendar for the most accurate meeting dates and events. A prompt start will lead to a complete meeting. Scouts are expected to attend regularly, in **complete** uniform (see section on uniforms below). If an illness or an overriding family commitment prevents attendance, he should call his *Patrol Leader* in advance. The members of his Patrol are counting on his participation. Attendance is recorded during meetings.

Patrols may also choose to hold Patrol meetings apart from the weekly Troop meetings, and are encouraged to do so. At these meetings, they are expected to plan for the Troop meetings and the campouts. BSA policy of two-deep leadership must also be adhered to at any meetings away from the regular meeting location. ***Meetings away from the regular location must be approved in advance by the Scoutmaster.***

OUTDOOR ACTIVITIES

"Outing" is the heart of *Scouting*. Troop 33 plans activities monthly. Campouts are usually from Friday evening or early Saturday morning to late Sunday afternoon. As is the case with weekly meetings, Scouts are expected to attend regularly. If a Scout cannot make the entire campout, they should attend what they can. Monthly outings are the application phase of the skills learned at Troop meetings. We usually do not meet on Sunday nights of campout weekends. Be sure to check to website calendar or ask your Troop Guide.

Attendance and participation is especially important in the New Scout Patrol, as many advancement activities will take place on these campouts. Advancement missed is often difficult to make up on an individual basis. If your Scout cannot make a scheduled campout, be sure his Troop Guide and Scoutmaster is aware of it; make up activities are the responsibility of each individual Scout, and his Troop Guide is there to help him.

Before a camping trip or activity, information will be given to the Scouts in attendance. It is the Scout's responsibility to share this information with his parent. As this is not always the case, we will try to post the information on the Troop Website, but this is not always possible. It is crucial that each Scout report to their Patrol Leader whether they will be in attendance for the outing. In this way, the Senior Patrol Leader and Adult Leadership know in advance who is going, and the Patrols can arrange transportation and purchase food. If it wasn't already turned in earlier in the year, The PERMISSION SLIP/WAIVER OF RESPONSIBILITY is to be returned at activity check-in, along with a **check** made payable to "Troop 33" for trip related expenses. Each Patrol is responsible for providing transportation for their Patrol. Troop fees for an outing may be in addition to food costs, which will be paid to the Patrol member that purchased the supplies for the outing.

Schedules for activities are planned in the fall at the annual planning conference. The events planned are based solely on input from Scouts, and are updated periodically during the year to resolve scheduling difficulties. Check the website calendar for changes.

If an activity has to be cancelled or postponed at the last minute, this will be shown on the online calendar; if in doubt, be sure to check it before heading out.

Troop 33 Guidelines for Troop Activities

For Troop activities (meetings, camping trips, etc.):

1. "Scout Spirit" (required for rank advancement) mandates attendance at all Troop and Patrol meetings (*including Troop originated Service Projects and Activities*) as well as scheduled monthly activities. Advancement also requires *active* participation in the Troop.
2. Duty rosters and menus must be prepared by the Patrol and must be approved by the Senior Patrol Leader during the meeting prior to the activity.
3. Each Patrol must provide transportation to and from any camping trips or special activity.
4. No Scout is to leave a meeting or other activity early without the prior knowledge and consent of the Scoutmaster. **IF A SCOUT IS FOUND TO HAVE LEFT AN ACTIVITY WITHOUT THE SCOUTMASTER'S PRIOR KNOWLEDGE AND CONSENT, LOCAL POLICE AUTHORITIES MAY BE CONTACTED.**
5. Radios, skateboards, fireworks, cap guns, "Airsoft" guns, paintball guns, Game Boy's, PSP's, iPods, walkmans and/or similar electronic devices, tobacco, alcohol, drugs and other obnoxious/illegal/ unsafe items that contribute nothing to the Scouting program are prohibited at all Troop activities. Contact the Scoutmaster or SPL if you have any questions about this.
6. All Scouts are expected to respect their Troop Leaders, both Scout and adult, as well as all other Scouts. Any Scout that chooses to violate this will deal with the Scoutmaster directly, and will most likely be retrieved from the activity by their parent or designated guardian. Violation could also jeopardize the Scouts attendance at future outings.

SPECIAL EVENTS

Every year Troop 33 takes part in a number of special Scouting events. We perform service projects for our sponsor and for the community. We have annual events: Courts of Honor, a Troop family cookout, FAME Festival, district and council Camporees, and Klondike derbies.

All Scouts are expected to attend and actively participate in Troop Service Projects as part of their Rank Advancement.

HEALTH, MEDICAL CARE AND INSURANCE

Scouting is safety-conscience and the leaders of Troop 33 are always concerned with each boy's health and safety. To this end, we teach safety rules in the handling of tools and camping gear. At meetings and on camping trips, when Scouts are swimming or involved in any Scouting activity we seek to ensure that safety rules are followed. We strive to ensure that the basic habits of good personal cleanliness, diet and consideration for the well-being of others is learned and practiced.

While we teach and practice first aid, we do not attempt to treat illnesses or injuries beyond the scope of first aid. Occasionally a Scout may require professional medical care. Therefore we require that parents complete and sign the "HEALTH AND MEDICAL RECORD FOR YOUTH" (Class 1 & 2) form available from the Scoutmaster. This form must be updated annually (Class 1) and authorizes the adult leader in charge to obtain such care as an attending physician may deem necessary (to include injections, anesthesia and surgery). It is impossible for the unit leaders to authorize treatment in the field without this prior, written parental authorization.

We also ask that Parents advise us of any allergies or special health needs a boy may have, and that they alert the Scoutmaster of any medications the Scout may require. Allergies to bee stings and foods are two health problems that must be brought to the attention of the leaders and his fellow Scouts.

The Troop carries accident insurance through the Anthony Wayne Area Council and we will be pleased to inform you about the details of this insurance at any time. Contact the Scoutmaster.

ADVANCEMENT AND LEADERSHIP DEVELOPMENT

Rank advancement and leadership development are important parts of the Scouting program.

Advancement

The first step along the Eagle Trail is The Scout Award. The requirements are simple and you'll find them in your *Boy Scout Handbook*. One of the adult leaders, or a junior leader who is qualified to sign off your requirements, will help you. Congratulations! You've earned your first badge! After that, you will continue to work with Troop junior leaders to earn the Tenderfoot, the Second Class, and the First Class Awards. For the higher ranks of Star, Life, and Eagle, you will meet with approved counselors and earn merit badges (The Scoutmaster and Advancement Chairperson has a listing of all merit badge counselors within the Miami District and Council)

Your *Boy Scout Handbook* will tell you the steps you must take and the requirements for each step along the trail to Eagle Scout. For further information, read the section entitled "Troop 33 Guidelines for Rank Advancement," below. When you earn a new rank or a merit badge, make sure that the Troop Advancement Chairperson has a record of it by turning in the blue card. For early ranks, the Troop Advancement Chair must be kept up to date on your progress by showing them your book and having completed requirements entered into the Troop's records. Troop 33 keeps all Scout records electronically using TroopMaster software. Copies of a Scout's advancement history can be emailed upon request; contact the advancement chairperson whenever you would like a copy.

Service Projects

Service to others has always been a central part of Scouting. Scouts today carry on this tradition of service in their homes, communities and nation by gathering food, clothing for the needy, completing conservation work and doing their daily good turn. The service projects required for each rank remind Scouts of the importance of contributing their time and energy to worthwhile efforts.

Troop 33 believes completely in the Scout Oath, especially "to help other people at all times..." For that reason, Troop 33 participates in several service related activities each year. All Scouts are expected to support their Troop in these projects. These activities also count toward a Scout's participation, which is required for advancement.

In addition to Troop service opportunities, the Scout is responsible for *individual* hours of service as outlined in the *Boy Scout Handbook*. Prior approval of individual service is required by Scoutmaster and/or Committee Chairperson. Necessary forms can be obtained from the Troop website at: www.troop33bsa.us. This form is required for all ranks except Eagle.

Steps in Earning a Merit Badge

First, find a Merit Badge you are interested in earning. Flip through the merit badge pamphlet and check the requirements for the Badge. (Copies of selected pamphlets are available in the Troop library. If the Troop does not have the one you need, purchase it at the council service center and when you are through with it, the Troop may buy it from you for the Troop library; ask the Librarian or Scoutmaster for details about the buy-back program) Check with the Scoutmaster to be sure that you have the latest version of the pamphlet.

Study: A. The requirements for the merit badge.
 B. The information that is in the pamphlet.

Bring the merit badge pamphlet to your Scoutmaster and request a blue "Merit Badge Application Card" from him. The Scoutmaster must sign the card **BEFORE** going to the counselor. Also ask to see the list of merit badge counselors and select one for the merit badge you are interested in. There are many Merit Badge Counselors within Troop 33, but Scouts are encouraged to go outside the Troop, as this helps to build relationships with other high-quality adults.

Then call a counselor for an appointment to meet and discuss the requirements for the badge. Most badges will require more than one session. Boy Scout regulations require that a buddy or a parent accompany a Scout when visiting a counselor. The best way to earn a badge is to work on it with a fellow Scout. You will be able to earn the badge faster since you will be helping each other. IT IS ALSO MORE FUN THAT WAY. Have your counselor sign the blue "Merit Badge Application Card" once you have passed all the requirements. They will keep their portion of the card; you will then turn in the remaining 2 sections to the Advancement Chairperson, who will register it with the Council.

KEEP YOUR PORTION OF THE CARD IN A PLACE YOU WILL REMEMBER UNTIL YOUR 18th BIRTHDAY OR YOU HAVE BEEN AWARDED EAGLE SCOUT RANK.

You will receive the badge at an upcoming Troop meeting and formal recognition at the next Court of Honor.

Troop 33 Guidelines for Rank Advancement

1. Assuring that a Scout progresses along the Trail to Eagle is the responsibility of the Scout and his Patrol Leader or Troop Guide.
2. A Scout may have requirements for Scout, Tenderfoot, and Second Class signed off by any other Scout that is First Class or above. First Class requirements may be signed off by Star-ranked Scouts and above. The Scoutmaster and Assistants may also sign off these requirements. Parents, even those serving as leaders, may not sign off their own sons' advancement requirements, but are encouraged to help them learn the skills needed to advance along the Trail to Eagle.
3. A Scout must be in complete uniform at his Scoutmaster Conference and Board of Review. Those Scouts not in proper uniform may not be allowed to complete the requisite Scoutmaster Conference or Board of Review until they are in proper dress.
4. All Scoutmaster Conferences and Boards of Review must be **completed** a minimum of 1 week before the scheduled Court of Honor.

Boards of Review

Purpose of the Board of Review is to ensure that the Scout has completed all requirements for that rank, to determine the quality of his Troop experience, and to encourage him to advance toward the next rank. Each board of review will also include a discussion of ways the Scout sees himself living up to the Scout Oath and Law in his every day life.

The board of review consists of three members of the Troop committee and should last for only about 10-20 minutes. Parents may also be asked to assist with Boards of Review.

It is the Scout's responsibility to contact the Advancement Chairperson to schedule a Board of Review as soon as the Scoutmaster Conference is completed. Scoutmaster Conferences and Boards of Review may NOT be conducted on the same evening.

Court of Honor

A Court of Honor is a special Troop meeting where all family members are invited. The meeting is held for the purpose of providing extra recognition to those Scouts that have earned rank advancement, merit badges or other accomplishments. The whole family is encouraged to attend even if a Scout has not earned any special recognition because the meetings are also used to discuss the Troop's accomplishments and future activities. The Troop schedules several Courts of Honor each year. All Scouts are expected to attend as part of their participation. Visit the online calendar for tentative dates for the Courts of Honor.

Leadership

Troop 33 strives to be a "*Boy-Led Troop*". The Scouts plan and carry out each meeting and activity to the best of their ability. These plans are finalized at the monthly PLC meetings. Adults are available to provide assistance and guidance as required. Leadership training is offered "on the job," and at special training courses. You may be elected or appointed to a leadership job in your Patrol or in the Troop. Look for these opportunities and take them when they come your way. Watch your leaders and learn from them. As you advance toward Eagle, leadership positions are *required* for you to advance. These positions are listed in the *Boy Scout Handbook*, as well as the tenure. Positions within Troop 33 are generally held for six months.

FIVE BASIC RULES ABOUT ADVANCEMENT

1. Parents cannot sign-off rank advancement; this is the job of the Scouts and Troop Leadership. Parents may not serve as a Merit Badge Counselor for their son unless the Merit Badge is being completed in a group setting. If working as a merit badge counselor, you must be *registered* with the Anthony Wayne Area Council and must be willing to work with all Boy Scouts. There is no charge for registration.
2. The Advancement Chairperson, *prior* to any work being completed on the merit badge must approve merit Badge Counselors. The Advancement Chairperson reserves the right to disallow any advancement or merit badge signed-off by an unapproved individual.
3. Scouts must obtain a merit badge card from the Scoutmaster *prior* to starting a merit badge. The Scout will be given credit for completing a merit badge when he returns the card that has been signed by his counselor, to the Advancement Chairperson. The card is always required.
4. Boys will be encouraged to advance but will not be pushed to advance. Troop leaders are responsible to provide advancement opportunities but are not responsible for ensuring a Scout advances in rank.
5. Even though the Advancement Chairperson maintains records of each Scout's advancement, it is each Scout's responsibility to maintain written proof of his advancement. *The Boy Scout Handbook* provides places to have requirements signed-off and Scouts will be given a signed card for each merit badge or rank advancement. Possession of a patch is not considered proof. Eagle rank will not be granted without documented proof that all requirements have been completed.

TROOP 33 GUIDELINES FOR TROOP JUNIOR LEADERS

1. Patrol Leader Council Meetings (PLC)

The Patrol Leaders Council is the policy making and *planning* council of the Troop. It is made up of the Troop's elected and appointed boy leaders (functioning under the direct guidance of the Senior Patrol Leader). The members of the Wizard Patrol (*Scoutmaster & all Assistant Scoutmasters*) are automatically members of the Council. The Scoutmaster and Assistants provide guidance and direction. All parents are invited to attend and observe.

- a. PLC Meetings are generally held the third Sunday of every month at 4:30 PM or as scheduled by the Senior Patrol Leader. This meeting is for Troop Leadership only, however all Parents are encouraged to attend. Check the online calendar for specific dates, as these may "float" due to activities and campouts.
- b. PLC Meetings are held in the Environmental Center unless otherwise specified.
- c. Every boy leader is expected to attend, and the input of every boy leader is needed for an effective and fun program; however, only the Senior Patrol Leader, Assistant Senior Patrol Leader, and the Patrol Leaders may vote;
- d. The Senior Patrol Leader must be present. If he is unable to attend for any reason, he must be certain that the Assistant Senior Patrol Leader is present. The absent Senior Patrol Leader will delegate his voting power to the Assistant Senior Patrol Leader. The Scoutmaster or the Committee Chairperson must be notified of the absence in advance.

- e. The Patrol Leader and assistant Patrol Leader of each Patrol must be present. If a Patrol Leader is unable to attend for any reason, he must be certain that his assistant Patrol Leader is present. The absent Patrol Leader will delegate his voting power to his Assistant Patrol Leader. The Senior Patrol Leader must be notified ahead of time.
- f. Chronic absence at Patrol Leaders Council meetings will be grounds to hold a special election to elect a new Senior Patrol Leader, or new Patrol Leader, as the case may be;
- g. A brief "PLC" meeting may be held after every regular Scout meeting from 7:30 PM to 7:45 PM to evaluate the meeting and to review the meeting plan for the next Scout meeting.

2. Patrol and Troop Officers

- a. Elected Patrol Leaders shall generally have a six-month term. An *elected* Senior Patrol Leader shall have a term of office ending on the earlier of his 18th birthday or the six month anniversary after his election. Elected officers may succeed themselves if reelected, except in the case of a Scout that has turned 18. Upon turning 18 a Scout will be registered as an Assistant Scoutmaster.
- b. Election of Patrol leaders shall occur during the last meetings of March and September, and on an as needed basis in-between. Newly elected Patrol Leaders will be installed during the following meeting. Election of the Senior Patrol Leader shall occur during the last meeting of August, or during the first meeting after the Senior Patrol Leader turns 18. The newly elected Senior Patrol Leader will be installed during the following meeting.
- c. Elected officers require the vote of a majority of a quorum of the Patrol or Troop membership, as the case may be. A quorum shall require the presence of a majority of the Patrol or Troop membership, as the case may be.

3. Senior Patrol Leader

There shall be one Senior Patrol Leader chosen in a Troop wide election after Troop wide nomination.

To be nominated for the office of Senior Patrol Leader, a Scout must:

- Be 13 or older
- Be First Class Rank or above
- Prior leadership is desired but not required
- Have received leadership training (JLT); or
- Be willing *and* able to attend JLT training at the earliest date offered
- Be able to attend and *lead* all Patrol Leaders Council meetings
- Be available to attend monthly District Roundtable meetings
(1st Wednesday of each month; August – June)
- Be present at least 75% of all other Troop functions, unless good cause is shown
- Have shown consistent "Scout Spirit."

4. Patrol Leaders

Each Patrol shall have one Patrol Leader nominated and elected by the Patrol membership. The three highest ranking Patrol members shall be automatically eligible for election. Nominees must be active in the Troop and willing to attend the Patrol Leaders Council meetings and over 75% of the trips. Remember that the Patrol Leader represents your interests to the Troop leadership. This is not a popularity contest and the most active Scout usually makes the best leader. In the case of a new Patrol with new Scouts, a temporary Patrol Leader may be appointed by the Scoutmaster or Troop Guide assigned to the new Scout Patrol.

The Patrol Leader shall appoint one Assistant Patrol leader and one Deputy Assistant Patrol Leader, who, in that order, shall lead the Patrol in the absence of the Patrol Leader. The Patrol Leader, at his discretion, may choose to have the Assistant Patrol Leader elected by the Patrol.

Sub-standard performance by a youth Leader will be cause for the Scoutmaster to call for a new election if personal counseling does not improve performance and attitude; Scoutmaster also reserves the right to remove any youth leader and install a replacement until the next election.

UNIFORMS

The Boy Scouts of America is a uniformed organization. In Troop 33, we are proud of our uniforms and we wear them to all meetings and outings, unless otherwise specified. Usually, a boy will outgrow his uniform before he outwears it and signs of wear and tear are merely signs of full participation. The *Boy Scout Handbook* lists the parts of a complete uniform which each Scout must wear.

The Scout will be issued a neckerchief upon achieving Tenderfoot Rank. A special Troop 33 neckerchief is exchanged when the Scout achieves the rank of First Class. The Anthony Wayne Area Council Service Center sells uniforms, insignia and Scouting literature. The Troop is working on starting a uniform bank of "experienced" uniforms. When your Scout outgrows his old uniform, we ask that it is donated to the uniform bank for use by another Scout, and hopefully there will be a larger one for your son.

Uniform insignia may only be worn as prescribed in the "Boy Scouts Official Insignia Guide".

From June to September and during certain activities, the Class B uniform is permitted at the direction of the SPL and Scoutmasters. This is the Troop 33 activity shirt with official Scout short pants. However Class A uniforms are mandatory for ceremonies, campfires and evening meals while at Summer Camp during these months. Official BSA Green/Red socks are required with the shorts. The new "switchback" pants are acceptable for Class A and B wear.

Former Webelos Scouts may remove their Webelos and related Pack insignia from their Tan Webelos shirt and wear it until they outgrow it. All other new Scouts should acquire a complete uniform no later than one month after joining.

Any questions regarding insignia or it's placement upon the Boy Scout uniform can be directed to the Scoutmaster. A placement guide is also available free of charge in the Anthony Wayne Area Council Scout Shop.

Troop 33 Guidelines for Possession of Knives Saws and Axes

1. Without exception, no Scout may possess a sheath knife (BSA National Policy).
2. Any Scout may possess a pocketknife upon earning the "Totin' Chip"
3. Scouts who have earned their "Totin' Chip" Card may possess a lockblade knife. No such blade may exceed 3.5 inches in length. Totin' Chip must be in Scout's possession at all times the Scout possesses a knife or woods tools.
4. The "Totin' Chip" card is required to use saws and axes (woods tools).
5. See the *Official Boy Scout Handbook* for "Totin' Chip" requirements.
6. Violation of safety rules will result in losing a corner of the Totin' Chip card. If all 4 corners are lost, Scout is prohibited from possessing a knife or woods tools until the Totin' Chip has been re-earned.

Troop 33 Uniform Policies

The following are uniform policies that have been established by the Troop Committee. Unless otherwise instructed or advised by the adult leadership of the Troop, these policies are what are expected of the Scouts, and Leaders, of Troop 33:

1. The *Boy Scout Handbook* is a vital part of the Troop 33 Uniform.
2. It is the policy of Troop 33 to wear Class "A" uniforms for regular Troop meetings. From time to time the leadership will make the decision to wear Class "B" such as during the summer months, a fun day, or maybe a clean-up day. If no announcement has been given approving Class "B" uniforms, then the appropriate uniform is Class "A".
3. It is the policy of Troop 33 to wear the Class "A" uniform while performing service hours in the public eye. (i.e. Fame, assisting our Chartered Organization, etc.) Class "B" uniform will be acceptable for service projects where the Class "A" uniform is not practical. This determination will be made in advance by Senior Patrol Leader, Scoutmaster and/or Troop Committee.
4. It is the policy of Troop 33 to wear Class "A" uniforms for "Courts of Honor" and "Eagle Ceremonies" or any other type of official BSA ceremony.
5. If in doubt as to what is the appropriate uniform for the occasion, you can either call and find out, or just show up in Class "A" with a Class "B" shirt on under the Class "A". Then you will "be prepared" for whichever is appropriate.
6. No matter what uniform is being worn for the regular Troop meeting, the **Class "A" uniform is required for all Scoutmaster Conferences and Boards of Review**. If you show up for these and are not in proper *complete* uniform, you will not be allowed to participate in that activity.
7. Unless indicated by the leadership (Scoutmaster or SPL), if you are not in the appropriate uniform, you will not be allowed to participate in whatever is going on during that meeting. This includes advancements, merit badges, fun activities, voting and preparation for upcoming campouts. If you know that you will be at some other activity prior to the Scout meeting, then plan accordingly. Bring your Scout uniform with you and change like you would if you were going to any other type of activity. All Scouts are expected to take an active role in the planning of their Patrol's participation in all Troop activities, including weekly Troop meetings.

Class "A" Uniform

- Class "A" Scout shirt
- Neckerchief & Slide (Tenderfoot & above)
- Official BSA Scout pants or shorts
- Scout Belt (brass to brass)
- Official BSA Scout socks (to be worn with shorts; NO open toed shoes)
- Troop 33 Neckerchief (where applicable), merit badge sash, OA sash (Recommended for "Courts of Honor" and "Eagle Ceremonies")
- *Boy Scout Handbook*

Class "B" Uniform

- Class "B" Scout shirt (Current year preferable)
- Scout pants or shorts
- Scout Belt (brass to brass)
- Scout socks (NO open toed shoes)
- *Boy Scout Handbook*

SANDALS OR OTHER OPEN-TOED SHOES ARE NEVER ALLOWED

FINANCES

Registration and Dues

Scouts are required to pay annual dues of \$75, which is due by *December 1st*. For Webelos joining the Troop at Pack graduation, the dues deadline to April 1st. If a Scout has not paid his dues, he may not be permitted to attend activities. This money covers registration, Troop accident insurance, a subscription to "Boy's Life Magazine," Merit Badges, Rank Awards, special awards and patches, Troop equipment and other miscellaneous expenses. This money is a fraction of the Troop's annual expenditure per Scout. The preferable method is to pay by check. Funds from a Scout's account may also be used. Contact the Troop Treasurer for more information.

Other Expenses

In addition to the cost of uniforms and personal equipment, each Scout is required to pay his share of Patrol food, transportation costs, and camp fees (when applicable) when he attends a camping trip, summer camp, or the annual High Adventure Trek. This money, which is announced in the OUTDOOR ACTIVITY INFORMATION sheet, is due (along with the PERMISSION SLIP/WAIVER OF RESPONSIBILITY and the EMERGENCY MEDICAL INFORMATION sheet) at activity check-in. Payment is to be by check made out to "Troop 33".

Much equipment (Tents, dining shelters, pots and pans, saw, axes, etc.) is provided by the Troop. The Troop bears the cost of repairing and replacing these items when damage is due to ordinary wear and tear. However, the cost of repairing and replacing items that are lost, abused, or misused must be borne by those responsible.

Damage to equipment is the responsibility of the Scout(s) the equipment is assigned to; for example, if a tent is damaged and requires repair, the Scout the tent is checked out to is responsible for seeing that repairs are made on a timely basis. Feel free to discuss this with the Scoutmaster or Outdoor Chairperson if you have any questions.

For certain fund raising events, a percentage of the funds raised may be credited to a special account for your Scout. Your Scout may also qualify for a "Campership" toward the cost of camp. (See the Scoutmaster or Committee Chairperson for further details.) No Scout will ever be denied going on a trip because of financial concerns.

Fund Raising

The Troop holds fund raising events for special trips, equipment needs, and for Scouts to build personal accounts. Each Scout and their family is expected to participate in these activities to help make their fair contribution to the Troop. This also helps to teach the Scouts about responsibility.

Scout Accounts

Every year the Anthony Wayne Area Council conducts its popcorn sale fundraiser. This fundraiser provides financial support to the Council as well as the Troop. 100% of the Troop's profit goes into a special account created for each Scout. The money in this account may be used by Scouts to pay for outings, Summer Camp, and Scouting-related personal gear. Please contact the Scoutmaster or Troop Treasurer for more information. This may also apply to other Troop fundraisers.

"Friends of Scouting" (FOS)

To help underwrite the costs of the Anthony Wayne Area Council, the Council Camps, and the Scouting programs they provide, the annual council "Friends of Scouting" drive seeks the financial support of parents and friends of Scouting. Unfortunately, The United Way has all but eliminated financial support for the local council's financial needs. We hope that you will respond generously when our Troop representative calls.

THE SPONSOR, THE TROOP COMMITTEE AND THE "UNIT LEADERS"

The Jorgensen Family YMCA

The Jorgensen Family YMCA sponsors Troop 33. A "chartered organization representative", represents the sponsor on the Troop Committee and communicates our needs to the YMCA.

The Troop Committee

Parents of Scouts, parents of former Scouts, former Scoutmasters, former Scouts, and interested members of the community make up the Troop Committee. Individually and collectively they are responsible for membership, finances, health, safety, transportation, advancement, training, fund raising, physical arrangements, and almost anything and everything affecting the welfare of Troop 33. This committee provides the Scoutmaster with the necessary support to carry out the annual Troop program.

The committee meets during the PLC, or as determined by the Committee Chairperson. The Committee is in need of assistance from *all* parents. Many of these tasks are a one time obligation, or perhaps an annual one.

All parents are encouraged to attend the committee meeting, but only **registered** adults may vote on decision affecting the Troop. Scoutmasters have no vote on the Committee.

A list of "Parent Tasks" and "Committee Positions" are listed below.

Scoutmaster and Assistants

The Scoutmaster and his assistants work directly with the Scouts to plan and to carry out the annual Troop program. They are directly responsible for the program and the facilities and equipment. Generally these leaders have some Scouting and camping background; however, for the uninitiated volunteer, our Council and District make numerous training opportunities available.

A complete description of the duties is available in the *Official Scoutmaster's Handbook*. Anyone interested in serving as an Assistant Scoutmaster and working directly with the Scouts should contact the Scoutmaster or Committee Chairperson for an application.

All registered adults are expected to be trained for their position. The trainings are free and are usually one-day events. The Scoutmaster and Council have a listing of these as they are made available.

All Scouts deserve a properly trained leader. All registered adults are expected to be fully trained for their position. Contact the Scoutmaster for details and training dates. In addition, some online training is available at <http://www.scouting.org/BoyScouts/NewLeaderTraining.aspx>

TROOP COMMITTEE POSITION DESCRIPTIONS

The Troop Committee meets Quarterly. All parents are encouraged to attend in order to keep abreast of the activities of the Troop. The Committee approves Troop policy, the activities planned by the Patrol Leaders Council and provides support for all Troop activities. A complete description of the role of the Committee and its members and a description of how a Boy Scout Troop is organized, can be found in the BSA publication, *Troop Committee Guidebook*. There is also a video presentation covering Committee operations. The following Committee positions (which may differ slightly from descriptions in official BSA publications) need to be staffed at all times:

Committee Chairperson

Conduct Committee meetings and organize Committee to provide support to Scoutmaster. Interpret national and local BSA policies for the Troop. Ensure Troop representation at monthly roundtables. Arrange for Charter renewal.

Chartered Organization Representative

Serve as liaison between the Committee and our YMCA sponsor. Work with sponsor and Membership Chairperson to recruit Scouts and adult leaders. Work with Publicity Chairperson to publish stories about Troop in YMCA and Council newsletter. With leaders develop service projects to benefit the sponsor. With sponsor, leaders and Logistics Chairperson, ensure integrity of meeting location.

Membership Chairperson

Active and creative recruitment of new Scouts, leaders and Troop Committee members. Liaison with local Cub Scout packs and local school system. Encourage den chief program and work with Training Chairperson to provide training of den chiefs. Coordinate

"School Night" open house. Encourage Scouts to recruit friends and classmates, and provide resources to help them do this. Work with chartered organization representative to recruit boys and adults from sponsor. Coordinate efforts with Publicity Chairperson as needed.

Treasurer

Oversee Troop budget plan. Maintain checking account and financial records. Collect and disperse funds. Oversee collection of Scout dues by Troop scribe. Maintain "Unit Deposit Account" at the Council Service Center. Train and supervise the Troop Scribe in record keeping.

Fund Raising Chairperson

Devise fund-raising projects. Oversee fund-raising drives. Provide adult support. Acquire needed licenses and permits. Work with Treasurer to ensure funds are credited to individual Scout accounts, if applicable.

Training Chairperson

"Set the example" by seeking training opportunities offered by Scouting. Inform Scouts, unit leaders and Committee of appropriate training opportunities and encourage attendance. Arrange for training funds with Committee Treasurer. Work with Publicity Chairperson for media publicity for members who attend training. Provide adequate training aids in the Scout cabin, e.g., maintain an inventory of up-to-date training materials, videotapes and other training sources. Schedule Fast Start training for all new leaders. Responsible for BSA Youth Protection training within the Troop. Encourage periodic Junior Leader training.

Publicity Chairperson

Advise local media about Troop summer camp awards, Camporee and Klondike Derby awards, training attended by Scouts or adult leaders, special honors awarded to adult leaders, Eagle Scouts, results of courts of awards, special guests, and camping trips. Arrange for media coverage for individual or Troop service projects. Contribute to sponsor's newsletter and Troop Newsletter. Coordinate efforts with Membership and Advancement Chairmen, and with chartered organization representative.

Outdoors Chairperson

Ensure a monthly outdoor program. Arrange camping sites, secure required reservations and tour permits. Ensure that sufficient Patrol gear is available. With Patrol leaders, arrange for "Patrol parents" and transportation to and from camping, etc. Acquire automobile insurance information on vehicles and provide at least annually, to Council Service Center. Serve as transportation coordinator. Procure camping equipment. Safety check equipment periodically.

Special Activities Chairperson

Work with Committee, Scoutmaster and Assistant Scoutmasters to develop and carry out special events, e.g., plan for family night programs and family activities, and work with Advancement Chairperson to organize courts of awards.

Secretary

Send out notices, keep minutes of Committee Meetings, read minutes at start of each Committee meeting, and prepare reports and correspondence. Prepare Troop Newsletter, listing the minutes of Committee meetings, Troop events and Troop activities.

Webelos Transition

Initiate and maintain contact with all Webelos Scouts in neighboring Packs. Invite them to attend activities and coordinate these visits with Webelos leaders and parents. Help to provide Den Chiefs to the Packs.

TASK DESCRIPTIONS FOR PARENTS

Task	Hours/ Event	Events/ Year	Description
<u>Monthly</u>	12-36	10-12	Provide backup (by your presence) for the leaders on hikes, meetings and camping trips. Participation in skills instruction is optional and dependent upon your personal skills.
<u>Summer Camp</u>	6 days	1	Requires at least two adults in camp at all time. The adults can swim, go fishing, read, lay in a hammock, snore, and unwind!
<u>Hospitality</u>	3-6	4-6	Assist in preparation of decorations, refreshments, etc., for special events (courts of awards, annual Troop family dinner, etc.)
<u>Fund Raisers/ Service Projects</u>	3-6	2-3	Provide logistical support during Troop fund raising events and Troop service projects.
<u>Merit Badge Counselor</u>	2-6	2-3	Serve as a merit badge counselor in your area of expertise or special interest, e.g., business, music, cooking, history, language, medicine, hobbies or any one of over 100 areas. See the Scoutmaster or Committee Chairperson for an application.
<u>Driving</u>	2-6	12-20	Transport Scouts and equipment between the Environmental Center and the drop point for a camping trip or other event. Note: This task requires a parent or guardian of each Scout to make several one way trips during the Scouting year.

At a bare minimum, each family is expected to provide occasional transportation support for the monthly outings. Parents accept this responsibility and consent to its enforcement by submitting completed Scout registration form.

Parent Support

A key element in maintaining and improving the quality of Troop 33 is by having active parent support. To be successful, Scouting must be a family activity. Parent support does not just consist of driving your son to a Troop meeting and picking him up. Good parent support consists of the many things:

- 1) Make sure your son attends all Troop activities, is prepared, and on time. While it is his responsibility to make sure he is prepared, you may find it will reduce your number of drives back home if you go over his checklist with him, especially in the early stages.
- 2) Encourage your son in his Scout advancement.
- 3) Take an active interest in his Scouting activities.
- 4) Attend parent meetings, Courts of Honor and other family activities.
- 5) Join the Troop Committee. The committee is made up of parents and meets quarterly to set Troop policy and assist Scouts in their event planning and preparation. Without an active Committee, our Troop cannot thrive.
- 6) Become a Merit Badge Counselor for the Troop. You don't have to be an expert in the area, you just need to have a keen interest. With more than a hundred merit badges, there's sure to be several that interest you!
- 7) Support fundraiser projects. This is how we earn money for Troop equipment and activities.

BEHAVIOR AND DISCIPLINE

Scouting activities are meant to be learning experiences in an atmosphere that is fun for everyone involved. Scouting and Troop 33 have rules that must be followed in order for everyone to enjoy themselves. The rules of Scouting can be found in the Scout Oath and the Scout Law.

The "Spirit of Scouting" dictates high expectations for the behavior of Troop members. Self-control and self-discipline are attributes expected from all Scouts in Troop 33. In order to ensure the health and safety of Troop members and the effective operation of the Troop, disciplinary actions may be necessary. Discipline and control must be treated as an individual matter, realizing that basic discipline is preventative in nature rather than regulatory or restrictive. Scouts will receive positive reinforcement when exhibiting appropriate behavior. Troop adult leaders are ultimately responsible for the behavior of Troop members and therefore will enforce a fair disciplinary plan.