

Boy Scouts of America

Troop 1966

St Thomas the Apostle Episcopal Church, Nassau Bay, Texas

Troop Guidebook



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1. PURPOSE

The purpose of this guidebook is to provide clearly stated and fair-minded guidelines underscoring the expectations Troop 1966 has for its Scouts, adult leaders, and parents/guardians. It is hoped these guidelines will ensure that the troop's Scouts receive a Scouting program delivered in a reasoned and consistent fashion. The guidebook is intended to augment the *Boy Scout Handbook* as clarification of the expectations for attaining rank within the troop. It is an evolving document that will be revised as needed. Any suggestions for improving or clarifying guidebook contents should be directed to the Scoutmaster.

The last page of the guidebook contains an acknowledgement form that must be signed by parents/guardians and Scouts. The form confirms that the policies outlined in the guidebook have been read and are understood. It can also be used to provide suggestions to the troop committee for enhancing guidebook information.

2. Introduction

The goal of Troop 1966 is to provide a high quality and comprehensive Scouting program. The values we strive to instill are based upon those found in the *Scout Oath* and *Scout Law*.

2.1 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.

2.2 Scout Law

A Scout is:

trustworthy, loyal, helpful,

friendly, courteous, kind,

obedient, cheerful, thrifty,

brave, clean, and reverent.

2.3 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.

(A further explanation of the Scout Oath, Law, and Outdoor Code can be found in the Boy Scout Handbook.)

2.4 Slogan and Motto

“Do a Good Turn Daily” is the *Scout Slogan*. “Be Prepared” is the *Scout Motto*.

Scouts in Troop 1966 are expected to do a good turn every day...not just when they are camping, but also when they are at home and school. A “good turn” is an unsolicited action by the Scout where a useful service is performed for family, friend, or neighbor. “Be prepared”, the *Scout*

Motto, is encouraged in all we do...be it preparing for a hike, packing for a camping trip, preparing for a school field trip, or helping to get ready for a family vacation...and is of enduring value in one's life.

Teamed with camping and the fellowship of their peers, the Scout Law, Oath, Slogan, and Motto enhance and promote character and self-confidence.

3. Scout Spirit

After attaining the rank of Tenderfoot, a Scout has a new requirement for each of the ranks on the trail to Eagle...“Scout spirit.” This is perhaps the most important requirement a Scout needs to fulfill to reach the rank of Eagle Scout. It is Scout spirit that compels a Boy Scout to step away from the crowd and stand up for what is right rather than shrugging one’s shoulders and doing what is wrong while thinking “everyone else is doing it...” Scout spirit is the temperament and attitude of a Boy Scout that defines the ability to lead and to follow for the sake of the group; it is perhaps the best measure of the attainment of Scouting qualities.

Scout spirit is a feeling of pride in belonging to and carrying on the traditions of Scouting. This pride shows itself in the actions each Scout exhibits both as an individual and as part of a group. Scout spirit demonstrates to others through deeds and actions that one is proud to be a Boy Scout. While no one can know how a person feels inside about Scouting, there are certain things that can be done to show others that one has Scout spirit. These include:

- **Trying** your best to live the Scout Oath and Law
- **Wearing** the Boy Scout Uniform correctly to all Scouting functions. The uniform should be worn proudly since it has years of tradition and heritage behind it.
- **Helping** when asked to participate. It is far too common to sit and say: “I don’t know,” “I can’t do that,” “I don’t want to do that,” or “Why do I always have to help?” But it is a Scout with determination and spirit who will earnestly try to carry out what is asked. That is the Scout who is not afraid to think independently and act on what one has learned. Be a Scout who will pick up the handbook and learn... a Scout with a “can do” attitude.
- **Attending** as many Scouting functions as possible. A Scout with spirit doesn’t stay home from an activity because the weather is bad or if it doesn’t sound like it is going to be fun; the Scout helps make it fun no matter what the weather or activity.
- **Volunteering** for activities such as skits, songs, chores or service. Scouting can only be fun if a Scout participates.
- **Being** on one’s best behavior in public. How a Scout acts reflects on all Scouts everywhere.
- **Having** a positive attitude. The way a person feels and acts rubs off on others, so make the best of any situation. Others will appreciate your positive approach.

In order to achieve rank advancement, Scouts are required to show Scout spirit which is not measured by counting meetings and outings attended, but rather by the way a Scout lives. The Scoutmaster determines if a Scout has displayed Scout spirit with respect to rank advancement and is the person who records such spirit in the appropriate section of a Scout’s *Boy Scout Handbook*.

Scout spirit is easy – all you have to do is try!

4.0 The Scout Uniform

The Scout uniform allows Scouts and adult leaders to visually demonstrate their pride in being part of the worldwide Scouting movement. In the case of Scouts, the uniform showcases advancement achievements. Scouts and adult leaders are encouraged to wear their uniforms at all Scout meetings, official functions, camping trips, hikes and public outings. All Scouts are encouraged to be in full uniform within 30 days of joining the troop.

When buying a uniform, some patches need to be purchased, but advancement and special recognition patches will be provided by the troop as they are earned. Once-a-month, the troop will pick up uniform related items at the council Scout Shop and Training Center (SSTC) for Scouts who have provided the size, quantity and payment for such items in advance. **Section 18 (Scout Store)** of this handbook provides information where to purchase Scouting merchandise including uniforms and accessories. Donated uniform items are available in the troop uniform closet. The Scoutmaster may be approached by any Scout or parent wishing to discuss a need for financial assistance in purchasing a uniform.

4.1 BSA Uniform and Insignia Placement Information

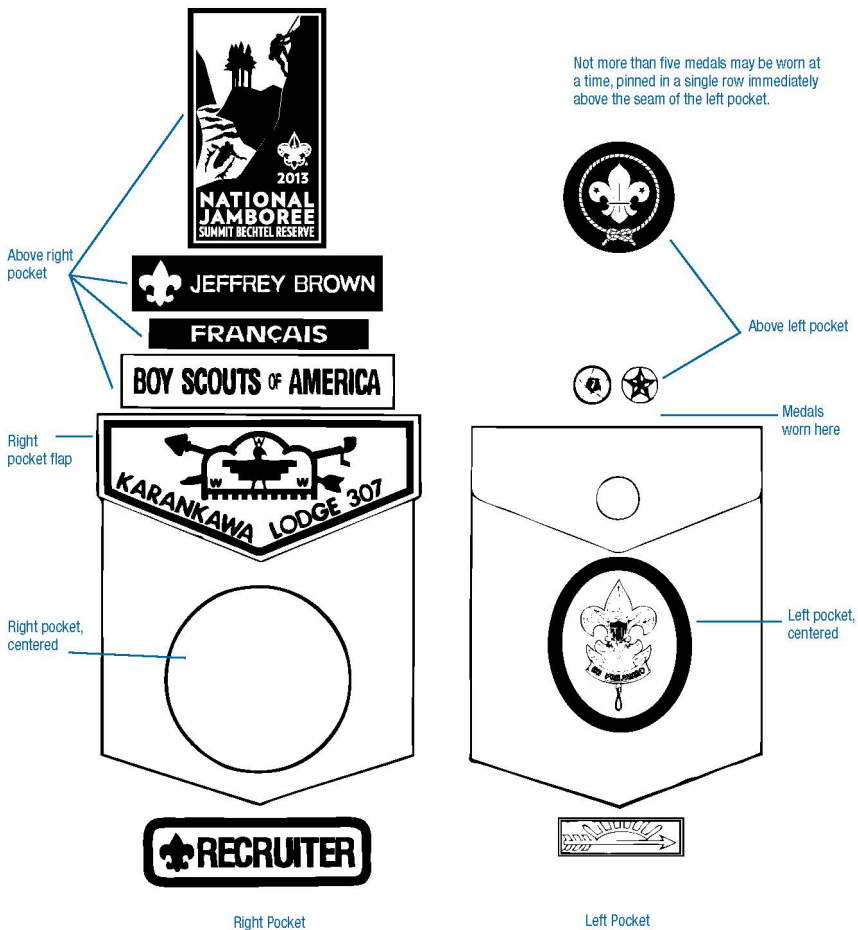
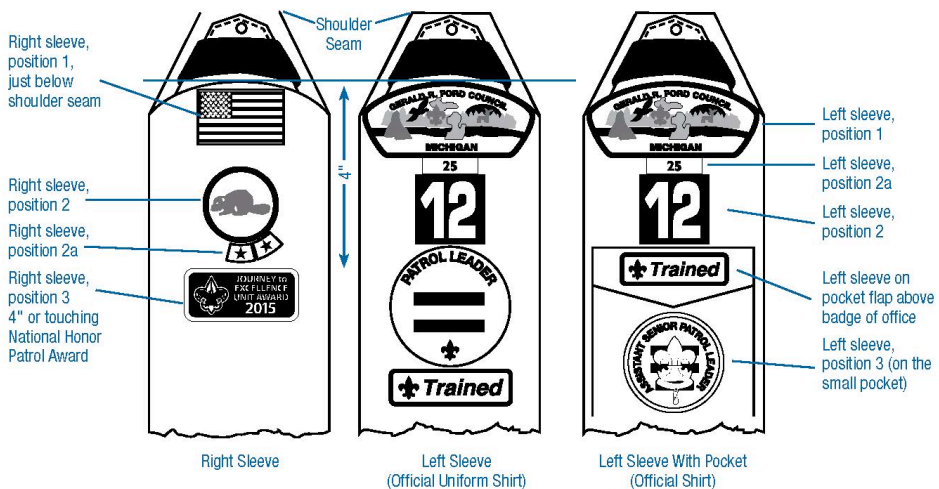
The Boy Scouts of America organization has developed an interactive website (www.bsauniforms.org) which provides lots of official BSA uniform information. The interactive features of this website let you have a lot of fun learning about uniform components and how to wear them no matter where you are on the Scouting advancement trail.

More detailed information on how to wear uniform insignia can be found in the BSA *Guide To Awards And Insignia* publication.

https://filestore.scouting.org/filestore/pdf/33066/33066_Section_1_WEB.pdf

Finally, the information on the following page provides graphic illustration of the proper positioning of basic insignia.

SHOULDER EPAULETS AND LOOPS



4.2 Official Troop 1966 Uniform

Troop 1966's Scout Uniform consists of:

- **Shirt (long or short sleeve)**
 - Sam Houston Area Council patch
 - "1966" numeral patches
 - World Scouting Crest (optional, shows belief in the world brotherhood of Scouting)
 - Arrow of Light (only if earned as a Webelos Cub Scout)
 - Patrol patch

Note: All other patches worn by a Scout must be earned or awarded to the Scout or the troop.

OA Lodge Flaps: In order to wear the council OA lodge flap, a Scout or adult leader must be a current member in good standing (annual dues paid) with the OA lodge.

Name Tags: Name tags may be worn on the right pocket flap or above the "Scouts BSA" patch if a Scout wears an OA lodge flap.

- **Troop 1966 Neckerchief** The troop provides each Scout and adult leader with a troop neckerchief when he joins. Additional neckerchiefs may be purchased at weekly troop meetings.
- **Scout Pants (long or short)** *Note:* The Boy Scouts of America is not a military organization and does not wish to be perceived as one. Scouts are not to blouse pants or substitute camouflage pants for uniform pants. Academy Sports Magellan brand has boys Olive Green Zip-off pants at a considerably lower price than the BSA Store.
- **Scouting belt and buckle** The official Boy Scout belt is an olive green web belt or leather belt with the BSA insignia on a buckle. A Scout may wear any other belt and buckle related to the Scouting theme with the Scoutmaster's approval.
- **Scouting hat** A Scout may wear any Scouts BSA hat while participating in troop activities; non-Scouting hats may **not** be worn.
- **Scout socks** Official Boy Scout socks come in several styles and are olive green.

4.3 Activity Uniform

Troop 1966's activity uniform consists of a Troop T-shirt worn with Scout pants/shorts and socks. This uniform is sometimes unofficially referred to as the "Class B" uniform and can be worn during certain activities as determined by the Scoutmaster. Troop 1966 has created its own T-shirt and it can be purchased via the Committee Chairman. We encourage all Scouts to purchase at least one troop activity shirt so we can look sharp and unified when we wear activity uniforms.

5. Scout Meetings

Weekly troop meetings are held at the St Thomas the Apostle Episcopal Church on Sunday nights from 4:00-6:00 p.m. Scouts are expected to arrive on time. Parents are always welcome to attend, especially on those nights when special speakers are scheduled or when the troop will tour a facility. The Patrol Leaders' Council (PLC) will meet during the first week of the month for one hour (scheduled each month based on member availability). A Scout who is a member of the PLC, should make sure the adult providing his transportation is aware of this time commitment. Scouts are expected to bring the following items to troop meetings and campouts:

- A notebook and pencil or pen

It cannot be stressed enough that each Scout should have **and bring** a *Boy Scout Handbook* and a notebook to every meeting! While we do not want to recreate a school atmosphere, much of the information provided at a meeting must be written down for later use. Scouts must accept responsibility for obtaining and reporting (certainly to parents) this information.

- *Boy Scout Handbook*

The *Boy Scout Handbook* is the official source of Scouting information. It is also a record of a Scout's advancement. **It must be brought to every meeting and campout and kept in excellent condition.** Durable canvas covers which do a terrific job protecting and preserving BSA handbooks are available for purchase at the Scout Shop.

- An official Scout uniform
- Required troop dues and/or event fees
- An Activity Consent Form and Approval by Parents or Legal Guardians signed by a parent or guardian for every outing
 - <https://filestore.scouting.org/filestore/pdf/19-673.pdf>

5.1 Patrol Meetings

In tandem with weekly Troop meetings, there will be Patrol meetings. The troop's patrols are responsible for setting the agendas and conducting these meetings. Patrol meetings are important for dealing with matters such as planning campouts and outings, dues collection, attendance issues, and work assignments. They are crucial to the operation of the troop program. The ASM for each patrol is expected to attend all patrol meetings or find a substitute to properly advise the patrol. Prior to the meeting, the Patrol Leader should consult with the ASM to determine the agenda for the meeting. The Scouts should conduct the patrol meeting, with the *adult present only in an advisory/safety capacity*.

6.0 INSPECTION

Following the opening ceremony at each weekly meeting, a troop inspection is conducted. The inspection is intended to encourage the Scouts to “Be Prepared.” When wearing the official Troop 1966 uniform correctly the Scout will have these items:

- Scout hat (Non-Scouting hats may **not** be worn with the uniform.)
- Scout shirt with all proper patches positioned correctly
- Troop 1966 neckerchief
- Scout pants/shorts
- Scouting belt
- Scout socks (long or short style)
- BSA membership card (in binder)
- *Boy Scout Handbook*
- notebook with pen or pencil
- Scout binder

7.0 Scouting Costs

Operating a troop and providing the Scouts with equipment, food, a full program, recognition and awards entails considerable costs. The troop is a non-profit organization and tries to minimize expenses while providing funds adequate to maintain financial health. The troop treasurer and committee control all troop funds and cash flow.

Scouts not in good standing because of dues or fundraising monies owed to the troop will not be permitted to participate in any activities until all dues and funds are paid.

Some typical costs associated with Scouting throughout the year are listed below. Scout uniform costs are not included.

7.1 Troop Recharter

Every November, the troop renews its charter and pays a registration fee for the troop, each Scout and Adult Leader. There is no registration fee owed to the troop by a Scout as part of recharter if the Scout is active and helps with troop fundraisers as described below. **No scout's BSA registration with the troop will be renewed during recharter if he has not paid his troop dues.** A Scout cannot advance in rank or attend any Scouting activities **unless** he is registered with the Boy Scouts of America.

7.2 Fee Payment upon Registering with the Troop

Whenever a Scout registers with the troop for the first time, he must pay a \$100.00 fee. This fee must be paid regardless of the time of year. Scouts crossing over from Pack 1965 will have a portion of annual dues applied to the Troop.

7.3 Annual Dues

Annual troop dues are \$100.00. Dues must be paid within a period ranging from September (the beginning of the troop's program year) through the last Wednesday in November. Annual dues for families with multiple Scouts in the troop are \$100.00 for the first Scout and \$50.00 for each additional Scout. As mentioned above, no Scout who owes troop dues will be registered as a member of the BSA by the troop during its December recharter process.

Troop dues cover a Scout's annual national registration fee and a year's subscription to *Boy's Life* magazine. Dues also help defray the cost of awards and patches. Additionally, if paid or earned by the Scout, dues help instill a sense of responsibility and money management. Dues may be paid using funds from a Scout's Scout Account (see section 7.8 below).

7.4 Camping Trips

The typical fee for most outings is \$25.00 per person attending. The fee for each trip can vary based on location, duration and facility fees.

7.5 Summer Camp

Summer Camp costs are based upon the prevailing council camp fees (Camp Strake 2023 is \$395.00). This cost can be significantly offset with funds from the Scout Accounts (see section 7.8. below).

7.6 FOS

Friends of Scouting (FOS) is a Boy Scouts of America fundraising program coordinated by the Sam Houston Area Council - BSA to help support the area Scouting program.

7.7 Fundraisers

The funding generated by having Scouts pay dues pays only a portion of the expense of operating the troop. The troop raises additional funding by holding one or two major fundraising activities annually. The Scouts and their parents are expected to participate in troop fundraising efforts. The funds earned through these efforts are deposited in the individual Scout Accounts maintained for the Scouts by the troop and the general troop account. A deposit in a Scout Account represents a percentage of the sales a Scout made during a fundraiser. A deposit in the troop general fund constitutes a portion of total sales for a fundraiser.

In addition to major fundraisers, the troop organizes a few small scale and quickly held fundraising activities throughout the year to raise income for deposit in the general troop account. This income is generally used to purchase troop equipment or to cover expenses when troop account funds are at low levels.

The troop is always looking for new and better ways of raising funds. Anyone associated with the troop who has fundraising ideas should bring them to the attention of the Scoutmaster or Committee Chairman.

7.8 Scout Accounts

As described above, funds earned by Scouts through certain fundraising activities are credited to Scout Accounts. These accounts are primarily used to help offset Summer Camp expenses. Some of the Scouts have paid their entire Summer Camp expenses with funds deposited in their Scout Accounts. Additionally, if approved by the troop committee, these funds may be used for uniform and equipment (backpacks, boots, sleeping bags, etc.) purchases. Once approval for a uniform or equipment purchase is obtained, the troop will reimburse the Scout for the purchase upon presentation of a receipt. Checks will not be drawn ahead of time unless special arrangements have been made. At the end of every Scouting year (June), these accounts will be evaluated for renewal. If a Scout is and has been active for the entire Scout year, all funds in his account will be carried over to the next Scouting year. If a Scout has not been active, his account will be closed and all remaining funds will be added to the troop's general account.

Deposit accounts will also be maintained for adult leaders who participate in fundraising activities. All procedures, qualifications and activity guidelines for Scout Accounts apply to accounts for adult leaders.

7.9 Damaged Troop Equipment

If troop or patrol equipment is damaged above and beyond "normal wear and tear," the troop committee may hold the involved Scouts and Scouters accountable for replacing the damaged equipment. Please take note of the equipment sign out policies listed in this guidebook (see **Section 13 (Troop Equipment)** below).

8. Behavior and Discipline

It is not the responsibility of the adult leadership of Troop 1966 to deal with persistent disciplinary problems. Scouts are to live by the *Scout Oath* and *Scout Law* at all Scouting activities...and in their everyday lives. Behavior which is not in keeping with Scouting values and regulations will result in the removal of the offending Scout from any activity, regardless of its location, by the Scout's parents, guardians or their designees. In such a situation, the Scout is not allowed to return to any activity with the troop until a Scoutmaster conference has been held with the Scout and the Scout's parents or guardians. The goal of the Scoutmaster conference is to ensure that the Scout and the Scout's parents or guardians clearly understand what behavior led to the Scout's removal from the Scouting activity and the expectations for improved behavior in the future.

Troop 1966 uses a "Red Sticker" system when dealing with behavioral problems. Each sticker lists the reason(s) it is being issued and is signed by two adult leaders. A Scout receives one half of a "Red-Sticker" at a Scouting function for not living up to the *Scout Oath* and *Scout Law*. The sticker is maintained in the Scoutmaster Binder.

A Scout will receive a full "Red Sticker" if responsible for any of the following behaviors:

- Smoking or other use of tobacco products (see Note 1 *below*).
- Involvement in any way with alcoholic beverages.
- Involvement in any way with illegal drugs.
- Touching any item, including a hat, which belongs to another individual without first obtaining permission from the owner to touch the item.
- Touching, slapping, punching, kicking, stomping on a foot, shoving, wrestling with, pulling down pants of or spitting upon another person. Exceptions are: the Scout handshake or a pat on the back for a job well done.
- Harassing another person or hazing (abusive and/or humiliating behavior at the expense of someone else).
- Improper language such as racial or ethnic slurs, swearing, or vulgarities.

If a Scout obtains two halves of a "*Red-Sticker*" within 30 days or a full "Red Sticker" at any Scouting function (*e.g.* a day or week-long event or weekly troop meeting), the Scout must call his parents or guardians and arrange for them to remove him from the outing or meeting. If the parents or guardians are not available, their designee will be phoned to arrange the Scout's removal (see Note 2 *below*). Following the Scout's removal, a letter will be sent to the parents or guardians stating that the Scout will not be permitted to attend any Scout function until a conference with the Scoutmaster has remedied the situation. If a Scout is sent home from an activity, any funds paid in conjunction with it will be forfeited.

Full “Red-Sticker” consequences (parental notice and removal of a Scout) are immediate regardless of the location of the involved Scouting activity or the time of day or night.

A Troop 1966 Scout who receives either two full “Red-Stickers” or four halves within a 30-day period will be placed on probation and must attend a Scoutmaster Conference before returning to the troop. When the Scout returns to the troop, he must bring a parent or guardian to monitor him at the next four troop meetings and outings he attends. If the Scout receives a full “Red-Sticker” again, (a full “Red-Sticker” or two halves at any subsequent Scouting event), he will be considered a chronic disciplinary problem. Chronic disciplinary problems will be directed to the troop Committee Chairman for immediate committee action. Committee action might include additional probation, suspension or expulsion of the Scout from Troop 1966 in consultation with the appropriate Sam Houston Area Council executive staff.

Note 1: The use of tobacco products or alcoholic beverages by adults during Scouting activities is forbidden.

Note 2: Parents or guardians **MUST** provide the troop adult leaders with an alternative telephone number(s) to call in case they cannot be reached during an emergency involving their Scout.

9. Medical Forms/Medications/EpiPen Policy

Each Scout must have a current BSA medical form on file with the troop. These forms are brought to all troop activities and referenced in a medical emergency. Although the forms do not require a physician's signature, a physician will sign the form if he or she exams a Scout. Having such an exam is recommended when completing the form for filing with the troop since the exam fulfills a requirement for attending summer camp. A BSA medical form can be obtained by contacting any troop adult leader.

9.1 Prescription Medications

The troop prohibits Scouts from having on their persons or storing any prescription medication in their personal gear. If a Scout will require prescription medication on a troop outing, he must have his parent or guardian complete a prescription medication form prior to the outing. This form provides dosage, use, and side effects information for the medication along with emergency contacts. It must be given to the adult leader in charge of the outing along with the medication (in its original container). The medication should be in its original container.

9.2 Over the Counter Medications

A Scout may not possess over the counter medication on a troop outing. Parents or guardians, who approve of their Scout having access to such medication on an outing, must provide the adult leader in charge with written notice of such approval along with the medication.

9.3 Epinephrine Auto-Injector (EpiPen) Policy

Boy Scouts of America (BSA) policy allows a Scout to carry an Epinephrine Auto-Injector (EpiPen) prescribed by a physician. The guidelines below govern the use of an EpiPen by a Scout engaged in Troop activity:

- The Scout will be responsible for managing his potentially life-threatening allergies by carrying an EpiPen.
- Adult leaders will not be responsible for verifying that a Scout needing an EpiPen is carrying it.
- It is the responsibility of an EpiPen bearing Scout to caution others about exposing him to substances to which he is allergic.
- A Scout who injects himself with an EpiPen while participating in a Troop activity must immediately notify the supervising adult leader.

These guidelines reference the following Boy Scouts of America documents:

- Guidelines for Managing Food Allergies - 2013.
- Annual Health and Medical Record - 2014.
- Safe Use of Medication in Scouting.
- Health and Safety Newsletter - Spring/ Summer 2015.
- The Guide to Safe Scouting - March 2017.
- Camp Health Model Policy and Procedure Manual - 2013.

10. Attendance (*Being Active*)

The Boy Scouts of America is an organization that fosters participation. Scouts are expected to attend and participate in as many Scouting activities as possible. This includes indoor and outdoor events, meetings, campouts, hikes, etc. Without regular participation, a Scout is not benefiting from the program as an active member of the troop. In order to be considered active, a Scout must be registered with the troop (current registration fees have been paid), not dismissed from the troop for disciplinary reasons, and engaged with the unit leadership on a regular basis (informed of troop activities through the Scoutmaster conference or personal contact, etc.). The policy for evaluating a Scout's active status with the troop is strictly upheld.

On occasion, a Scout is absent from a troop meeting or activity for good cause and is allowed to seek an excused absence. An excused absence must be requested by the involved Scout through the Scoutmaster. It should be sought in advance, preferably within a week of the absence.

10.1 *Camping/Activity Attendance*

Attendance on weekend camping trips and other activities is recorded by the troop. Although attendance on all camping trips is not mandatory, camping and service time are required for rank advancement. Please note that a Scout is recorded for full attendance on a camping trip only if present for the duration of the trip. This includes teardown of the campsite and unloading of troop equipment at STTAEC upon returning from the trip.

11. Advancement

As it administers the Boy Scout advancement program, Troop 1966 strives to give its Scouts the chance to achieve the three aims of Scouting: development of good citizenship, growth in moral strength and character, and development of mental and physical fitness. When the troop presents a badge or certificate of rank to a Scout it is underscoring that the Scout has:

- Been an active participant in the troop and his patrol.
- Lived the Scout Oath and Scout Law in his daily life.
- Met the other requirements and/or earned the merit badges for the rank.
- Participated in a Scoutmaster conference.
- Successfully appeared before a board of review.

Star, Life, and Eagle badges indicate that the Scout has also:

- Served in a troop leadership position.
- Performed service to others.

11.1 Testing Procedures

When a Scout is ready to be tested on knowledge or skills required for advancement (preferably at least one week after the initial learning experience), the troop will arrange for testing by the Scoutmaster, Assistant Scoutmaster, or other adult leader of the troop designated by the Scoutmaster. A Scout may not use the Boy Scout Handbook while being tested and can be retested at a later date if not successful. A Scout is not tested in the immediate presence of other Scouts.

11.2 Signing Off on Completion of Requirements

Only the following troop members may sign off on (validate) completed advancement requirements by initialing and dating the appropriate rank requirement sections of the Scout's *Boy Scout Handbook*:

- Scoutmaster
- Assistant Scoutmaster
- Scoutmaster's designee for the requirement

In order to avoid the appearance of impropriety, troop leaders will not normally sign off rank requirements for their own sons. Infrequent exceptions may be made in the case of a leader who is teaching skills to several Scouts at once at a patrol or troop meeting or other Scouting function, but every effort should be made to have another leader sign off the instructing leader's son(s) if possible.

3. **11.3 The Scoutmaster Conference**

When a Scout has fulfilled all his other requirements for a rank, he arranges for and participates in the Scoutmaster conference. This is the final check of all requirements being met before the Board of Review is held. The conference is usually held during a normal meeting night or on a campout.

4. **11.4 The Board of Review**

After a Scout participates in a Scoutmaster conference, he will receive a board of review for each rank. The review is not an examination during which the board retests the Scout on what he learned in fulfilling rank requirements. Instead, the board seeks to determine the Scout's attitude about and acceptance of Scouting's ideals. The board makes certain that the Scout is applying good standards in all areas of his life. A discussion of the *Scout Oath* and *Scout Law* is proper during a review as the board checks to see if the Scout understands the value of Scouting in his home, unit, school, and community. The board attempts to ensure that a Scout has a plan for continued advancement and understands how the troop can support him in his ongoing Scouting venture. Finally, the board gives the Scout the chance to speak about how well he feels he is doing as a Scout in the troop and to offer any suggestions he may have for improving the troop.

Boards of review are conducted on the First Meeting of each month or as otherwise scheduled by the troop board of review coordinator. Each Scout wishing to schedule a board of review must do so at least a week before it is to be held.

Board of review members are Scout parents and troop committee members. The assistance parents provide by serving on boards is greatly appreciated. All parents are encouraged to assist the troop by participating on boards of review. Parents shall not serve on a Board of Review for their scout.

Any questions dealing with advancement should be directed to:

- the troop Advancement Chairman or Scoutmaster

In order to avoid the appearance of impropriety, troop leaders will not normally sign off rank requirements for their own sons. Infrequent exceptions may be made in the case of a leader who is teaching skills to several Scouts at once at a patrol or troop meeting or other Scouting function, but every effort should be made to have another leader sign off the instructing leader's son if possible.

It is extremely important for a Scout to make sure all sign off initials are legible and dated in the mm/dd/yy format in the rank advancement records section of his *Boy Scout Handbook*.

11.5 BSA Joining Requirements (Earning the Rank of Scout)

Youth can join the Boy Scouts of America as follows:

- Have earned the Arrow of Light rank and are at least 10 years old, *or* have completed the fifth grade and are at least 10, *or* are 11, but not yet 18 years old.
- Complete a Boy Scout Application

11.6 Rank Advancement Record Keeping

A Scout's advancement records are kept in three places...the SHAC Council - BSA registrar's office (the Scout's Person Profile), the troop advancement records in Scoutbook, and the Scout's personal advancement records (Scout Binder). A Scout receives three kinds of records: the Boy Scout Handbook with requirements signed off, the Scout's portion of completed blue merit badge cards, and the wallet sized certificate cards for rank advancement and merit badge completion. A Scout should make sure all of these documents are signed (or initialed) and dated by the appropriate Scout leaders and merit badge counselors. All of the cards are the same size and can be safely kept in plastic protector pages (available at Wal-Mart, Staples, etc.) which are designed for baseball and other sports cards. **IT IS VERY IMPORTANT FOR A SCOUT TO KEEP THESE RECORDS IN A SAFE PLACE AND NOT LOSE THEM!!!** If a discrepancy or missing records concerns arise, the Scout's personal records will serve as validation of advancement.

11.7 Achieving Rank

Achieving rank is one of the most time honored traditions available to a Boy Scout. A Scout who advances through the ranks while demonstrating honor and respect for Scouting's traditions will learn much and enjoy all that Scouting can offer. Scouting advancement gives a Scout unparalleled opportunities for fun and adventure while learning about and experiencing the wonder of the outdoors.

A Scout should use available resources (*Boy Scout Handbook*, troop leaders, and fellow Scouts) to set and achieve rank advancement goals. The troop will do all it can to ensure that a Scout has fun and plans well along the Trail to Eagle Scout. The troop's Scouts are reminded that Scouting advancement is "Fun with a purpose!"

12. “Totin’ Chip” and “Firem’n Chit”

Since new Scouts are anxious to use their knives and build campfires, the “Totin’ Chip” and “Firem’n Chit” cards should be earned soon after joining the troop. Earning the cards will be helpful in meeting future requirements. Only a trained, qualified assistant Scoutmaster can work with a Scout as he fulfills the requirements for these cards.

Note: Knives and matches are not to be used by any Scout prior to earning these cards. Their use will result in immediate confiscation. Unsafe use of knives, saws, axes, or fire will result in loss of privileges to use such resources for a period of three months and require retesting.

For safety reasons, Troop 1966 adheres to the following standards for ax and knife use:

- Sheath knives and knives with blades larger than the palm of a Scout’s hand are not allowed at any time.
- Lockback knives are highly recommended.
- Unless otherwise specified, all ax use is restricted to hand axes.
- Butane or any types of lighters are not allowed.

13. Troop Equipment

The troop owns and will supply Scouts and patrols with necessary camping equipment such as tents, tarps, cooking kits, stoves, saws, etc. Each patrol leader, or his patrol quartermaster, will request from the troop quartermaster (QM) the equipment the patrol needs for a campout. All equipment will be logged and signed out. It is the responsibility of the patrol to check the condition of the equipment prior to signing it out.

Upon the return of equipment, the QM will inspect all returned equipment to ensure that it is in the same or better condition than when it was checked out. Patrol members will be responsible for any equipment found damaged or missing upon check in. The QM should report damaged or missing items to the adult QM or Scoutmaster as soon as it is noticed for discussion on what action should be taken.

Scouts and their parents or guardians will be held responsible for replacing or repairing items that are lost or damaged.

13.1 Tent Care

Tents hold moisture from rain, dew and breath of occupants. The troop often breaks down camp before the tents dry. If damp or wet tents are folded and stored for a long time, mildew will grow on them. This ruins the tents! To avoid mildew problems, it is very important that Scouts take damp or wet tents home and dry them out after camping trips. The troop purchases tents for the use of Scouts on campouts. They must be treated with care so they will last many years. Damages to the tents are the responsibility of the Scouts using them at the time. A Scout must sign out a tent borrowed from the troop and will be expected to make restitution for any tent damage (or loss) during its use.

13.2 Packing for Camp

Scouts should pack their own equipment when camping. Giving Scouts this responsibility has many benefits. It not only instills a feeling of pride and ownership regarding gear, but also ensures Scouts know what has been packed and where it is located...definitely a plus when trying to find raingear or flashlights in a hurry. Also, part of Scouting is learning what, how, and how much to pack when camping: a method of learning is “doing.” There is a list of suggested camping gear in the *Boy Scout Handbook*. Some of this gear is brought on every trip while some trips will require other equipment. Parents are encouraged to check out what has been packed especially if their Scout does not have much camping experience; this is a great way to help the Scout bring everything needed for a successful camping trip. It should be noted that the troop might hold instruction sessions when going on a trip which may involve special packing methods and/or specific equipment. Finally, new Scouts in the troop may be required to bring their full packs to the troop meeting prior to the trip so that their equipment and packing style can be inspected and approved.

14. Transportation

The troop travels to most activities in the cars and vans of parents. Parents are asked to help transport the troop whenever *possible*. There are lots of places to explore, but our Scouts can't get there without the help of parents.

The troop departs from and returns to St Thomas the Apostle Episcopal Church, unless otherwise instructed. For monthly campouts (Friday-Sunday) the troop loads gear at 5:30 PM on Friday and departs STTAEC at 6:00 PM. Completed parental permission slips and up to date medical forms are required before any Scouts may leave for an outing.

The troop will return at the approximate time announced in the camp flyer for each event. Parents or guardians will be notified by Remind App, telephone, email or texting of any significant delays in return times. **Upon returning, each troop member must assist in storing the troop's gear in the Scout Shed.** Everyone needs to do his or her share of the work.

In accordance with BSA policy, Scouts under 18 can drive to BSA activities only under the following conditions:

- Six months driving experience as a licensed driver (time on a learner's permit excluded).
- No records of accidents or moving violations.
- The driver has received parental or guardian permission to drive. Such permission must approve the number of riders and be given to the Scoutmaster.
- Tour leader is an adult at least twenty-one years old.

Additionally, the troop prohibits drivers under the age of twenty-one to transport anyone under the age of eighteen unless they are family members or the driver's and passengers' parents or guardians have given written permission for the passengers to ride with the driver. All occupants must wear seat belts when traveling to any Scouting activity. No one may ride in the rear deck of a station wagon or SUV or in the bed of a pickup truck.

15. Positions of Leadership

All Scouts are expected to fill leadership positions during their time with the troop. These positions vary in duties and responsibilities while playing a major role in helping Scouts develop valuable leadership skills. Possessing such skills allows the Scouts to effectively manage the operations of their troop. It is a privilege to hold a troop leadership position. At any time, the Scoutmaster can remove a Scout from a leadership position for lack of acceptable performance.

Below are Troop 1966 qualifications for junior leader positions. Additional positions of leadership may be approved and assigned by the Scoutmaster and the troop committee.

15.1 Senior Patrol Leader (SPL)

- Must be First Class rank or above.
- Must have previously held a position of leadership within a troop.
- Must have the Scoutmaster's consent.
- Must have parental or guardian consent.
- Must prepare and present a platform prior to the election.
- Must win election by a majority (50%) of voting members present at the time of election; if no majority is reached, the two top candidates will compete in a second election with the runner-up becoming an assistant senior patrol leader.
- The SPL may not hold any other positions in the troop while in office.
- Must complete council level training for the Senior Patrol Leader position when able.
- The new SPL will take office as soon as possible after the starting date.

The SPL may be removed from office by the Scoutmaster.

15.2 Assistant Senior Patrol Leader (ASPL)

The runner-up from the SPL election will be the designated ASPL. All candidates must therefore have the same qualifications as those required for SPL.

15.3 Patrol Leader (PL)

- All candidates must be active members of their patrol.
- All candidates must win by a majority (50%) of the members present in their patrol; if no majority is reached, the two top candidates will compete in a second election with the runner up becoming an assistant patrol leader.

15.4 Assistant Patrol Leader (APL)

- All candidates must be active members of their patrol.
- The APL is appointed by the PL with the consent of the patrol's assistant Scoutmaster.

15.5 Troop Guide and Troop Instructor

- All candidates for these positions must be at least First Class rank.
- These positions are appointed by the Scoutmaster.

15.6 Troop Junior Leadership: Troop Scribe, Librarian, Historian, Quartermaster, Chaplain Aide, OA Rep, Webmaster, Outdoor Ethics Guide

All of these positions are appointed by the Scoutmaster and troop committee.

15.7 Patrol Junior Leadership Patrol Scribe

Patrol Quartermaster

Patrol Grubmaster

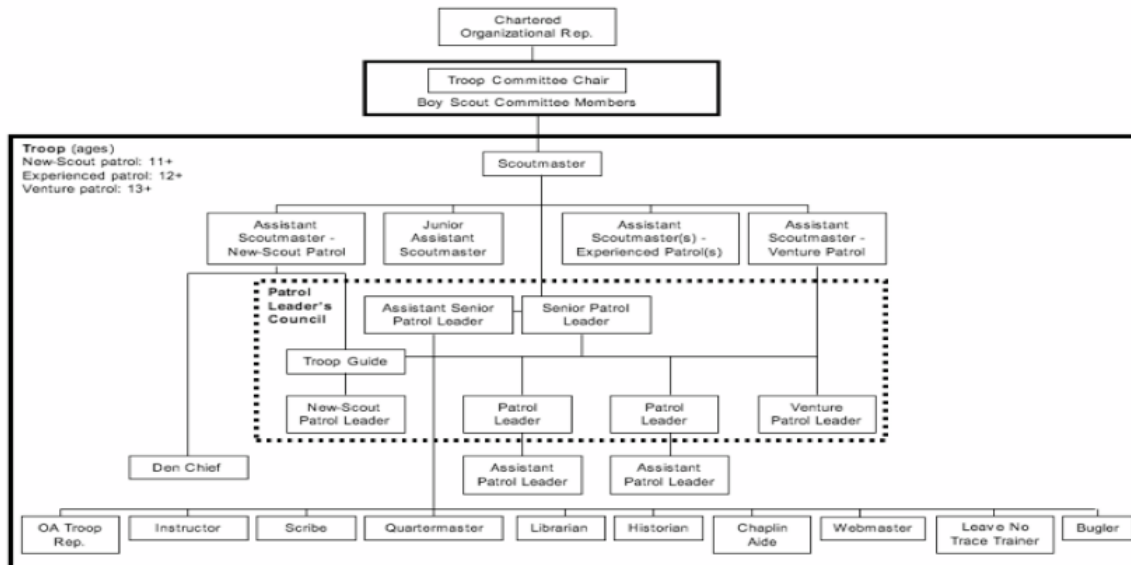
Patrol Cheermaster

- These patrol positions are appointed by the patrol leader with the consent of the patrol's Assistant Scoutmaster.
- These positions do not count towards advancement.
- Appointed Scouts must be active members of their patrols. Additional positions of leadership may be assigned and approved by the Scoutmaster and troop committee.

16.0 Current Troop Adult Leadership

- Committee Chairman Zac Whirley
- Scoutmaster Hal Snapp
- Charter Organization Representative Father Mike Stone
- Advancement Chairman Tom Stone
- Treasurer Alyson Hickey
- Secretary Lucie Somer
- Training Chairman TBD
- Financial Chairman TBD
- Membership/New Scout Coordinator Huy Nguyen
- Outdoor Activities Co-Chairs TBD/Hal Snapp
- Quartermaster Tom Stone/Hal Snapp

16.1 Generic Troop Organization Chart



17. Parental Involvement

Parental involvement with Troop 1966 is strongly encouraged. Parents who participate in the life of the troop and offer help when the troop has a need will show their Scouts they support them and want them to have the best possible Scouting experiences.

17.1 Becoming a Troop Adult Leader

Each parent is invited to join the troop as an adult leader. Becoming an adult leader requires a parent to register as a volunteer with the Boy Scouts of America by completing an application process and receiving some required training. The Scoutmaster can explain the details of the application and training process.

17.2 Parental Support in Keeping the Troop Strong

Troop 1966 Scouts will be successful in Scouting depending in part on the success of the troop. Parents can help keep the troop strong and well functioning as follows:

- Serving on the Troop Committee.
- Providing transportation for outings.
- Helping organize and participating in troop camping trips.
(Parents are encouraged to camp with the troop, both to lend a helping hand and to get a firsthand glimpse of how the adult leadership guides the troop. Adults eat as a group and the troop can supply a tent if needed.)
- Helping maintain troop equipment.
- Serving as a merit badge counselor for a hobby or career field.
- Reading the *Boy Scout Handbook* and understanding the purpose and methods of Scouting.
- Actively following their Scouts' progress and offering encouragement and a push when needed.
- Showing support to their Scouts and the troop by attending all Troop Courts of Honor.
- Assisting, as requested, in all troop fundraisers and other activities designed to lower the cost of the program offered to the Scouts.
- Being aware of the ongoing troop program and annual calendar.
- Ensuring that their Scouts attend all meetings in uniform and with the *Boy Scout Handbook*.

Parents seeking more information on how to become involved with the Troop 1966 Scouting program should contact the Scoutmaster and/or Committee Chairman.

18.0 Scouting Store

18.1 Cockerell Scout Center

Cockerell Scout Center - Boy Scouts of America

Address: 2225 N Loop W, Houston, TX 77008

Hours: Sunday	Closed
Monday	8AM–4:30PM
Tuesday	8AM–4:30PM
Wednesday	8AM–4:30PM
Thursday	8AM–4:30PM
Friday	8AM–4:30PM
Saturday	Closed

19.0 Scouts BSA Publications

19.1 Youth Publications

The BSA informational resources listed below can assist you as a troop member. The council Scout Shop staff can explain how to access these resources.

Boy Scout Handbook, 13th Edition

Newly updated, this 13th edition of the Boy Scout Handbook is still the go-to book for every Scout. This handbook is a BSA requirement for all Boy Scouts. A coil bound edition is also available.

Patrol Leader Handbook

Completely revised for 2017, this handbook for new patrol leaders provides the groundwork for leading troop and patrol activities and being an effective leader at troop meetings and on the trail.

Senior Patrol Leader Handbook

Completely revised for 2017, the Senior Patrol Leaders Handbook is an important resource for troop leaders, providing a valuable framework for the presentation of an effective Scouting program.

Scouting Safely

The Boy Scouts of America has nearly a century of experience conducting high- adventure outdoor activities in a manner that is safe for all participants. A wealth of resources and information are provided to enable adult leaders and youth to help us maintain our impeccable safety record.

Guide to Awards and Insignia

The BSA *Guide to Awards and Insignia* presents detailed information to enable our members to wear the correct complete uniform on all suitable occasions.

Boy Scout Requirements

Boy Scouting provides a series of surmountable obstacles and steps in overcoming them through the advancement method. The steps in the advancement system help Boy Scouts to grow in self-reliance and in their ability to help others.

Uniform Inspection Sheet – Boy Scouts/Varsity Scouts

Ensure that Scouts present themselves properly dressed in their uniforms.

***Boys' Life* magazine**

Scouts read *Boys' Life* magazine. Look for the regular score of fiction, comics, jokes, Scouts in Action, Gifts and Gimmicks and more in the latest issue of *Boys' Life!*

Wilderness Use Policy

In order to minimize human impact on fragile ecosystems, the Boy Scouts of America emphasizes these practices for all troops, teams, and crews planning to use wilderness areas.

BSA Fieldbook

Always a best-seller, each generation of the BSA® Fieldbook has become the gold standard in outdoor survival know-how for its time... and this new edition is no exception.

Manual for Chaplain Aides and Chaplains

This manual will help you discover the duties, responsibilities, and opportunities of chaplain service in Boy Scout troops.

Camp Cookbooks

A selection of outdoor cookbooks providing a host of tried and true camp cooking recipes.

ECSI Wilderness First Aid Field Guide 2nd Edition

This handy, pocket-sized book meets the Wilderness First Aid curriculum of the Boy Scouts of America. Produced by the Emergency Care and Safety Institute (ECSI), this updated second edition is a user-friendly guide based upon the latest first aid and CPR guidelines.

Outdoor Ethics Guide Handbook

19.2 Adult Publications

These helpful BSA resources and reference materials are available to help you support Scouting. The council Scout Shop staff can explain how to access them.

Troop Leader Guidebook Volume 1

This new resource, which replaces the *Scoutmaster Handbook*, gives new and relatively inexperienced troop leaders an introduction to the Boy Scout program. However, leaders of all

experience levels will find this resource helpful. The appendix in itself is a valuable collection of resources.

Troop Leader Guidebook Volume 2

The second volume of the two-volume Troop Leader Guidebook provides additional information on for successfully leading a troop. Both volumes are for use by new and experienced Scout leaders alike.

Guide to Advancement

The authoritative source on advancement policies and procedures and best practices for all BSA traditional programs.

Boy Scout Roundtable Planning Guide 2016-2017

This planning guide is designed to help you plan roundtables that are focused on generating fun, excitement, and practical Scouting skills.

Program Features for Troops, Teams, and Crews

The new *Program Features for Troops, Teams, and Crews* replaces the *Troop Program Features*. Volume 1 (SKU 616351) and Volume 2 (SKU 616352) are now available at www.scoutstuff.org. Volume 3 (SKU 616353) will be available in early spring. Each volume has 16 program features with a mix of topics: outdoor, sports, health and safety, citizenship and personal development, STEM, and arts and hobbies. Leaders and youth members can use these to plan exciting programs and help facilitate advancement and personal growth.

BSA Guide to Awards and Insignia

The BSA Guide to Awards and Insignia presents detailed information to enable our members to wear the correct complete uniform on all suitable occasions.

Guide to Safe Scouting

The Boy Scouts of America has nearly a century of experience conducting high- adventure outdoor activities in a manner that is safe for all participants. A wealth of resources and information are provided to enable adult leaders and youth to help us maintain our impeccable safety record.

Lone Scout Friend and Counselor Guidebook

This totally revamped guidebook is the most comprehensive resource available for anyone interested in or involved with the Lone Scout programs.

Uniform Inspection Sheet – Scout Leaders

Uniform Inspection Sheet – Boy Scout & Varsity Scouts

Wilderness Use Policy

In order to minimize human impact on fragile ecosystems, the Boy Scouts of America emphasizes these practices for all troops, teams, and crews planning to use wilderness areas.

Three Ways Your Council Can Utilize Varsity Scouting

Varsity Scouting could be called the Boy Scouts of America’s best-kept secret. Learn how your council or organization could use this diverse program to boost participation by older boys.

***Scouting* magazine**

Scouting is the national family magazine for the adult leaders and committee members of the Boy Scouts of America.

***Boys’ Life* magazine**

Boys’ Life magazine helps make your Scouting program and your Scouts excel. Research shows that boys who subscribe to the magazine advance further, spend more time outdoors, and stay in Scouting longer than those who don’t.

The Language of Scouting

The Language of Scouting provides information about the terms and style associated specifically with Scouting and grammar. Refer to this manual when preparing newsletters and other items to ensure consistent and correct use of Scouting terms.

The Building Blocks of Scouting This resource puts the building blocks of Scouting into perspective, and depicts some of the materials available that help make Scouting happen.

20.0 The Order of the Arrow (Scouting's National Honor Society)

For more than 100 years, the Order of the Arrow (OA) has recognized Scouts and Scouters who best exemplify the Scout Oath and Law in their daily lives. Arrowmen are known for maintaining camping traditions and spirit, promoting year-round and long-term resident camping, and providing cheerful service to others. OA service, activities, adventures, and training for youth and adults are models of quality leadership development and programming that enrich and help to extend Scouting to America's youth.

20.1 Purpose

The purpose of the OA is to:

- Recognize those who best exemplify the Scout Oath and Law in their daily lives and through that recognition cause others to conduct themselves in a way that warrants similar recognition.
- Promote camping, responsible outdoor adventure, and environmental stewardship as essential components of every Scout's experience, in the unit, year-round, and in summer camp.
- Develop leaders with the willingness, character, spirit and ability to advance the activities of their units, our Brotherhood, Scouting, and ultimately our nation.
- Crystallize the Scout habit of helpfulness into a life purpose of leadership in cheerful service to others.

20.2 Eligibility for Order of the Arrow Membership

The Order of the Arrow membership requirements are:

- Be a registered member of the Boy Scouts of America.
- After registration with a troop or team, have experienced 15 days and nights of Boy Scout camping during the two-year period prior to the election. The 15 nights must include one, but no more than one, long-term camp consisting of at least five consecutive nights of overnight camping, approved and under the auspices and standards of the Boy Scouts of America. Only five nights of the long-term camp may be credited toward the 15-night camping requirement. The balance of the camping (10 nights) must be overnight, weekend, or other short-term camps of, at most, three nights each.
- Youth must be under the age of 21, hold the BSA First Class rank or higher, and following approval by the Scoutmaster or Varsity team Coach, be elected by the youth members of their troop or team.

- Adults (age 21 or older) who are registered in the BSA and meet the camping requirements may be selected following nomination to the lodge adult selection committee. Adult selection is based on their ability to perform the necessary functions to help the Order fulfill its purpose, and is not for recognition of service, including current or prior positions. Selected adults must be an asset to the Order because of demonstrated abilities, and must provide a positive example for the growth and development of the youth members of the lodge.

21.0 Troop Guidebook Acknowledgement of Receipt and Pledge of Performance Form

The Troop Guidebook clearly presents the policies and guidelines endorsed by the Troop Committee as the framework for the continued development of our Scouting program. It should serve as a valuable resource for our Scouts and their parents as they participate in and contribute to the program. The guidebook will be revised periodically in keeping with the circumstances that accompany the evolving life of Troop 1966.

Our Scouts and parents certainly cannot understand the troop's expectations of them unless they read the Troop Guidebook. So, the Troop Committee requests that they read it now. **After reading the guidebook, Scouts and parents need to review and sign the Acknowledgement of Receipt and Pledge of Performance Form** provided on the next page. Questions or comments about the form or our Scouting program can be directed to the Scoutmaster or the Troop Committee through the "Comments" section on the form. Of course, questions or comments also can be directed to the Scoutmaster or a Troop Committee member by phone, e-mail, or in person.

Acknowledgement of Receipt and Pledge of Performance Form

Scout Name:

We acknowledge receipt of the Troop Guidebook presented to us by the Troop 1966 adult leadership. We have read and understand its content and agree to abide by the described policies and guidelines of the troop. We have discussed the content of the guidebook with our Scout who agrees to conform with the troop policies and guidelines at all times and attend meetings regularly. We have had the chance to ask questions about life in Troop 1966 and fully understand how the troop functions. Further, we realize we can ask for interpretation or clarification of any information printed in the Troop Guidebook at any time. We will discuss any concerns we have about troop policies or guidelines in responsible fashion with the Scoutmaster.

We definitely understand the troop's requirements for attending meetings and participating in outings. We understand that failure to meet the troop's expectations for participation in such activities could slow or stall our Scout's rank advancement. In addition, we understand that our Scout must share in such patrol duties as cooking, cleaning, going for water, and returning troop equipment to the troop storage room after a camping outing. Our Scout agrees to demonstrate respect for and cooperate with the youth and adult leaders of the troop. Our Scout agrees to tell the Scoutmaster if he is having any problems as a Troop 1966 Scout. If our Scout decides to leave the troop, he will so inform the Scoutmaster.

Finally, we agree to assist the troop, when possible, by providing transportation for Scouts to various activities. Also, we agree to periodically let the Scoutmaster know when we will be able to support troop activities.

Parent/Guardian

(Print) (Sign) (Date)

Parent/Guardian

(Print) (Sign) (Date)

Scout 1

Scout 2

(Print) (Sign) (Date)

(Print) (Sign) (Date)

Comments: _____

Continue on back if more space needed

Issued by Troop Committee: ____/____/____ Received/Reviewed by Troop Committee: ____/____/____