

Troop 113

Parent Guide
2016



Parent Guide Introduction

Welcome to Troop 113. This guide is intended to give you information about Troop 113 and Scouting. This is a source to point out the more important aspects of Boy Scouting and familiarize you with the expectations that our Troop has for running a quality Scouting program.

It is important to remember that the only limit to what a particular boy can achieve in Scouting is the amount of effort he puts into the program. The goal is to teach not only Scouting skills, but life skills, and to teach them so they stay with the Scout through his future years. To this end, we rely heavily on the participation and support of parents and guardians. With your continual encouragement, these boys will learn responsibility and accountability and become the fine young men we know they can be.

Troop 113 is chartered by American Legion Post 491 of Bayport, Minnesota and Bethlehem Lutheran Church of Bayport, Minnesota. The Troop meets weekly on Tuesday nights from 6:30 PM to 8:00 PM. From the beginning of November through the end of April the Troop meets at Bethlehem Lutheran Church. The remainder of the year we meet at the Scout Building in the North West corner of Lakeside Park, in Bayport.

Usually the second Tuesday of the month, the Patrol Leaders Council (PLC) meets with the Scoutmaster and Assistant Scoutmasters to plan upcoming meetings and activities. This meeting replaces the regular Troop meeting. The PLC is made up of the Senior Patrol Leader, Assistant Senior Patrol Leader, Quartermaster and Scribe, along with all of the Patrol Leaders. If in doubt about upcoming plans please consult the calendar on the Troop web site <https://sites.google.com/site/bayporttroop113/>.

The Troop is divided into several Patrols of Scouts. Scouts learn leadership skills in each Patrol by serving in leadership positions. Each Patrol has a Patrol Leader and an Assistant Patrol Leader. The Patrol Leader may also appoint a Patrol Quartermaster and Patrol Scribe to help make the Patrol run smoothly.

The Troop is governed by adults who make up the Troop Committee, but is run by the Scouts with counseling from the Scoutmaster and Assistant Scoutmasters. The Troop Committee consists of the Committee Chairperson, Secretary, Treasurer, Advancement Chairperson, Camping Chairperson, and Chartered Organization Representative. The Committee meetings are attended by the Scoutmaster and Assistant Scoutmasters. Parents and guardians are encouraged to volunteer for positions on the Troop Committee. This group of dedicated adults meets once a month, usually after the PLC meeting. The

meetings begin at 7:30 PM and last approximately an hour and a half. All parents and guardians are encouraged to attend any time. If you are bringing specific concerns, we ask that you contact the Troop Committee Chairperson in advance so we may prepare to properly address your concerns at the meeting.

Rules/Expectations of Troop 113

All Scouts have the right to be safe, secure and respected.

Expectations:

- Follow the Scout Oath and Law
- Respect each other at all times
- Respect Leaders - youth (all PLC positions) and adult
- Respect others property
- Respect Troop equipment and treat it as if it were your own
- Keep tents clean, unzip doors all of the way before entering or exiting, keep all parts together
- No running or throwing things around tents.
- No Food in tents.
- Do your part by doing your assigned duties (assigned by youth or adult leaders) in a timely manner
- Make campfires only in locations approved by the SPL or Scoutmaster
- Lights out by 10:30 and quiet by 11:00 PM (subject to change by SPL or Scoutmaster)
- No foul language
- No books, magazines or other media with inappropriate (i.e. profane, sexual, extremely violent) content
- No wasting or playing with matches or other Troop supplies
- While at a Scouting event you will make sure that the SPL and at least two adults know where you are at all times
- Avoid high caffeine energy drinks
- Follow the Troop electronics policy
- Class A uniform to be worn at all times while traveling as a Troop (i.e. while traveling to or from a campout or any other Troop activity). Class A uniform must also be worn at Courts of Honor and Scout Sunday. It should be worn at all Troop meetings as well.
- Must have Toten chit in possession to use a knife (other than while cooking)
- Must earn Fireman Chit before starting fires on your own.

Forbidden:

- Alcohol, Tobacco products, or Drugs (including caffeine pills, gum,

- supplements, etc.)
- Verbal or physical abuse
- Weapons
- Knives over 3” blade length/sheath knives (exception in filet knives for fishing only, and cooking knives in the patrol box)
- Fireworks
- Stealing
- Flame of any kind in tents
- Aerosol cans (exception is that adult leaders can use bug repellent at appropriate time and place)
- Lighters (unless an exception is made by the Scoutmaster for backpacking trips)
- Leaving a meeting or campout early without the permission of the Scoutmaster or Adult in charge

Consequences:

The Troop will be using a Ticket system to track discipline issues with the goal to teach how to avoid or correct problems instead of having to take strict disciplinary action. If at any specific Troop activities (meeting, camping trip, service project, etc), you fail to follow the expectations you will be given one warning. If the same behavior is observed again at that event a Ticket will be written, by the Scoutmaster. The ticket will include your name, what expectation was violated, and the date. After discussing this with you the ticket will be filed with the advancement chair. Every 3 months the Tickets will be reviewed with the Scouts involved, to encourage improvement. If another incident does not occur, within 6 month, the Ticket will be destroyed. If another offence does occur, the issue will be elevated to being sent home from the event at which that incident occurs. The new incident will be included on the ticket, and the 6 months will start again. If the behavior occurs again within the 6 months, the Scout could be suspended from the Troop permanently.

Detailed explanation: If at any time at Troop activities (meetings, camping trips, service project, etc) you fail to follow the expectations this is what will happen:

First time at an event - The Scoutmaster or the adult leader in charge, and the SPL will meet with you and tell you what you did wrong, and give you your first warning. They will say “This is your warning, if this happens again at this event, we will have to write up a Ticket.”

Second time you fail to follow an expectation that you have previously been

warned about at the same event - The Scoutmaster or the adult leader in charge will meet with you and tell you what you did wrong, and give you your second warning. They will say "this is your second warning." They will then write up a Ticket which will include what expectation(s) was(were) violated and the date. The Scoutmaster will discuss with you every 3 months after this how well you are currently living up to the expectations. If all goes well the ticket will be destroyed after 6 months.

Next time you fail to follow an expectation that you have received a ticket for - The Scoutmaster or the adult leader in charge will meet with you and tell you what you did wrong. You will then be removed from the group, your parent or guardian will be called and asked to leave the meeting, event, or campout. Your Ticket will be updated with the new date. You will be welcome back at the next meeting or event. The every 3 month discussions with the Scoutmaster will continue for 6 more months.

If the Scoutmaster or adults in charge ever conclude that you are in possession of one of the forbidden items, or have committed one of the forbidden acts, you will be treated as if it is the third time in this sequence. Your parent or guardian will be contacted and you will be sent home! A Ticket will be written.

If the problem continues again at a later meeting, event or campout, your parent or guardian will be asked to come and meet with the Scoutmaster or the adults in charge and you will be asked to leave the meeting, event or campout. If you still have a ticket in effect you will be given a letter explaining that this is your last chance, and that if this behavior occurs again, the Troop Committee will meet and possibly conduct a hearing which could result in your suspension from all Troop activities permanently.

Troop Electronics Policy:

Troop Meetings/events:

Keep cell phones and other electronic music devices (including ear buds) out of sight, and quiet. Use phones only if asked to do so, or with permission of the SPL or Scoutmaster. No other electronics should be brought to meetings, unless there is a specific purpose at the meeting for them, or you have permission from the SPL or Scoutmaster.

Campouts:

No electronic devices (with the following exceptions: GPS, thermometers, and alarm clocks as long as they are used for the intended purpose. See digital camera exception below) are allowed at campouts. The exception is that cell phones can be carried with permission of the SPL or Scoutmaster, but only for emergency use. Electronic devices can be used in vehicles on the way to camps with the permission of the driver, but must be left in the vehicle while at

camp. Remember that vehicles can be very hot or cold which may be damaging to your devices. Devices must be out of sight when left in the vehicle to help avoid break-ins. If electronic devices are observed by the SPL or adult leader, they will be taken for the remainder of the event/activity and the incident will be treated as any other violation of a Troop expectation.

Digital Cameras:

Digital cameras (not cell phones or other electronic devices which also have digital camera functions) are exempt from the electronics policy as long as they are only used for the purpose of taking pictures of the event/activity. Cell phones or other electronic devices which can function as digital cameras may only be used as such with the permission of the SPL or Scoutmaster.

Other Troop Policies:

Menu approval:

Menus must be planned by the patrol attending a campout, and approved by the SPL and a designated Assistant Scoutmaster. The menu planning should be completed at a meeting at least one week in advance of the campout, and someone from the patrol should be assigned to purchase the food. For a standard camp out, 4 meals and a cracker barrel, food cost should be kept within \$15/person. Receipts must be submitted to the Troop Treasurer for reimbursement.

Service Hours approval:

Service hours can be done outside of Scouting activities, and this is encouraged. However, prior to the event get approval from the Scoutmaster either by completing the service hour form, or by sending an email. You will not get credit for the hours if they are not approved in advance.

Building Blocks of Scouting

Scouting is based on life skills education, leadership development, citizenship, and values training. Its unique methods of program presentation are designed to help build youth with strong character who are physically fit and prepared to be good citizens. For more information see the BSA national and regional websites.

Roles and Responsibilities

The expectations of Troop 113 in regard to organizations, people, and positions are summarized below.

Chartered Partner:

The Chartered Partners (American Legion Post 491 and Bethlehem Lutheran Church) may provide the use of their facilities and resources as they see fit. In return, the Scouting unit represents the Chartered Partners to the community and provides service to the Chartered Partner as requested. This is an arrangement unique to the Boy Scouts of America and is renewed on an annual basis. Troop 113 goes through the re-charter process each year.

Adult Leaders:

Any adult in a leadership position in the Troop is expected to exhibit the most professional demeanor when participating in Troop functions. Leaders are also expected to be in uniform according to the guidelines set forth in the Scoutmasters' Handbook. The adult leaders in the Troop assist the Troop Committee, Scoutmaster and the Senior Patrol Leader in the planning and execution of all Troop activities according to best Scouting practices of the Troop. All adult leaders are expected to be trained in "Fast Start" within a short period of time after assuming a leadership position. More advanced training such as Basic Leader Training, Position Specific Training and Wood Badge are encouraged. Adult leaders are also required to have Youth Protection Training.

Boy Scouts:

Boys who are members of Troop 113 are expected to participate to the best of their abilities in performing the tasks and duties associated with their rank and leadership position in the Troop. Scouts should regularly attend and actively contribute to Troop meetings, Patrol meetings, and Troop campouts. Each Scout is expected to practice and live the 12 points of the Scout Law and abide by the Scout Oath at all times.

Parents / Guardians:

Next to active Scouts, involved and supportive parents and guardians are the most important ingredient to making a Scouting program successful. Whether parents or guardians choose the long term commitment of a leadership position or assist in specific areas as needed, the support of parents and guardians is essential to the continuity of the Troop. Parents and guardians are expected to help when called upon in order to make the Scouting experience the best for all involved. Some common roles filled by parent/guardians include drivers, merit badge counselors, member of planning teams, assistant scout master.

Activities:

Troop 113 is active in several areas throughout the Scouting year. We plan and conduct our own campouts monthly during the year. Troop 113 also takes part in Northern Star Council and Great Rivers District sponsored activities such as Scout Fair, Ripley Rendezvous, Klondike Derby, Fall Camporee, Scouting for Food and a week long summer camping experience at Tomahawk Scout Reservation. Troop 113 also periodically organizes high adventure opportunities such as back country hiking at Philmont Scout Ranch in New Mexico.

Operations and Logistics

Annual Troop Planning:

The annual Troop planning takes place in March of each year, and is conducted by all members of the Troop, the Scoutmaster, and Assistant Scoutmasters. At this meeting, the events, programs, campouts, and other Troop activities are planned for the coming year, taking into account the Great Rivers District calendar, Northern Star Council events, training sessions and school calendars. Special equipment or resource needs are also identified during the annual planning meeting. Detailed meeting plans are completed during monthly PLC meetings.

Troop Operations:

Troop 113 strives to be a boy-run Troop, with decisions about what is to be done made by the SPL and other members of the PLC. Troop elections for youth leaders are held in July and December. The former SPL can then assume another leadership position. Those eligible for election to SPL must have successfully completed Grey Wolf National Youth Leadership Training, which is conducted annually through the Northern Star Council. Attendees are nominated by the Scoutmaster and Troop Committee. The Assistant Senior Patrol Leader is chosen by the SPL (with the Scoutmasters approval) from those members who have successfully completed Grey Wolf NYLT. Patrol Leaders are elected by the members of each Patrol. Assistant Patrol Leaders are appointed by the Patrol Leader. The remaining positions such as Troop Scribe, Troop Librarian, Troop Historian, Chaplain's Aide, etc. are elected by the members of the Troop.

Troop Outings:

Troop 113 has many outings or campouts throughout the year. The scheduled activities may change due to the availability of facilities or leaders. Any changes in plan will be announced on the Troop web site and at the weekly scout meetings. Patrol Leaders are responsible for ensuring that their Patrol members are informed of all plans. A local Tour Permit is submitted to Northern Star Council for approval for any outing. Adults providing transportation are required to furnish vehicle and insurance information on the Tour Permit. Parents are encouraged and needed to join outings and other Troop activities. This is one way to learn about Scouting first hand and have fun too.

Leadership

Troop leadership follows the Guidelines of the Boy Scouts of America and addresses the following specific areas:

Leadership is Two-Deep:

There will be at least two trained adult Scout leaders at every Scouting activity or that activity will not be held. This is to assure adequate coverage in case of an emergency. It is also practiced to protect both the boys and the adults from any controversial situations related to adults working closely with youth.

Adult Leaders Are Trained:

All adult leaders of Troop 113 are encouraged to be trained in order to provide consistent and effective leadership for our boys. There are several training opportunities offered by Northern Star Council and arranged through the Great Rivers District Training Committee. These are Fast Start Training, Basic Leader Training, and Wood Badge. There are also other trainings available for adults that include Train the Trainer, Youth Protection Training, Merit Badge Counselor Training, and Commissioner Training.

Youth Leadership Training:

Since leadership is a primary goal for Scouts and is required for advanced Scouting ranks, Youth Leadership Training is available. Northern Star Council offers one week training courses (Grey Wolf NYLT) at Fred C. Andersen Scout Reservation every summer. There are also opportunities offered through University of Scouting in the spring and fall of the year. These sessions orient the boys in leadership positions to the concepts of leadership and how to effectively function in their elected or appointed positions. These trainings help troops move closer to the boy-led and boy-run troops with guidance from the Scoutmaster and Assistant Scoutmasters.

Advancement

The advancement method is the cornerstone of the Scouting program. There are three basic areas of advancement:

Rank Advancement:

There are seven levels of rank in Boy Scouting, each with its own unique requirements. These are Scout (joining), Scout, Tenderfoot, Second Class, First Class (basic skill development), Star, Life (advanced skill and leadership development) and the highest rank, Eagle. When a Webelos Scout crosses over to Boy Scouts, he must demonstrate basic knowledge of the Scout Law, Oath, etc. The requirements for each rank can be found in the current Boy Scout Handbook. As requirements are met, they are approved and signed off only by the Scoutmaster or Assistant Scoutmasters. Parents are not allowed to sign off rank requirements for their son, nor are other youth allowed to sign off on rank advancement for another Scout. As approved by the Scoutmaster, the Troop Guide may be allowed sign off certain rank requirements. It is the Scout's responsibility to understand and meet all the requirements for each rank. For rank advancement, the scout must arrange a Scoutmasters Conference and Board of Review. At these events, the scout must wear Class A Uniform and have their Scout Handbook available. It is also the Scout's responsibility to

have the completion of each requirement recorded both in his handbook and by the Advancement chairperson. If a parent or Scout is in doubt about what has been recorded, a report can be requested of the Advancement Chairperson. For all positions of responsibility, including Patrol Leader, the Scout must attend 60% of all meetings and campouts to receive credit for that position. If he is unable to attend, he must have someone who is prepared and capable of covering his responsibilities. This does not include last minute phone calls, texts or emails.

Merit Badge Advancement:

There are over 120 merit badges a Scout can earn. Of these, 21 are required for the Eagle rank. Merit badges are part of the rank requirements for Star and Life ranks as well. If a parent, guardian, or other adult, is interested in becoming a Merit Badge Counselor, they must complete a BSA adult application and a Merit Badge Counselor registration form. Both of these must be turned in to the Troop, and approved by Northern Star Council before they can counsel the Merit Badge. Before a Scout can begin to work on a Merit Badge, he must receive a signed Merit Badge card from the Scoutmaster, or an Assistant Scoutmaster. The Scoutmaster, or Assistant will make sure the Scout is going to an approved Counselor, has a Two Deep plan, and is not working on too many Merit Badges at the same time. It is preferred that two or more Scouts work on the same Merit Badge together. If this is not possible, a parent or guardian must be present for all counseling sessions. At no time should an individual Scout and Counselor meet one to one.

The cloth badge for each Rank Advancement and Merit Badge is awarded after the application has been turned in to the Advancement Chairman. The Badge is awarded at the next Troop Court of Honor. Rank Advancement cards and the Applicant portion of the Merit Badge application, signed by the counselor, should be saved. They can prove to be extremely valuable when completing the Eagle application. For more information about Merit Badges check out the BSA website.

Special Recognition:

There are other types of advancement available to Scouts, including earning the religious emblem of their faith, demonstrating a Scout's commitment to "Duty to God". More information on religious emblems can be found on the BSA National Web Site.

Other special recognitions include Den Chief Award, 50 Miler, Order of the Arrow, Lifeguard BSA, Mile Swim, etc. In order to promote advancement and attendance, Troop 113 created the Rothschild Award many years ago.

Another method of promoting advancement, attendance and wearing your uniform is the Troop 113 "Scout Bucks" program. A Scout can use his bucks to bid at twice yearly auctions.

Order of the Arrow

The Order of the Arrow is Scouting's national honor society recognizing Boy Scouts who best exemplify the Scout Oath and Law in their daily lives. There are more than 170,000 members in lodges affiliated with more than 300 BSA local councils.

Scout Bucks

Procedure:

For each of the listed activities a Scout receives "Scout Bucks". An auction is held twice a year at Tomahawk and at Christmas Camp. The Scout is able to use his Scout Bucks to bid on various items purchased by and donated to the Troop. Scout Bucks are not to be transferred from one Scout to another. It is the Scouts responsibility to ensure that he receives the correct amount of Scout Bucks at each event he attends. It is also his responsibility to not lose his Scout Bucks. Scout Bucks will not be reissued.

Activity Points:

Bringing Scout Book to Weekly Meeting or Event	50
Attend weekly meeting or Patrol Leaders Council (PLC)	100
Wear Scout related T-shirt at weekly meeting or PLC	50
Wear Field Dress Shirt and Neckerchief at weekly meeting or PLC	100
Attend Outing / Activity - Day	300
Attend Outing / Activity - Weekend	500
Attend Outing / Activity - Week	2000
Service Project (points per hour, 500 max per project)	50
Each Rank Advancement (Scout, Tenderfoot -Life, Eagle Palm)	1000
Eagle Rank Advancement	3000
Successfully complete 6 months in a Troop Leadership Position other than SPL (See Eagle requirements for list of Leadership Positions)	500
Successfully complete 6 months as Senior Patrol Leader	1000

Successfully complete Grey Wolf National Youth Leader Training	2000
Successfully complete single day Youth Leader Training	500

Harold Rothschild Memorial Award

Procedure This is a Scout's opportunity to earn money for special events.

Award Period February 1 - January 31

Award Review Committee Shall consist of the Scoutmaster and the Troop Committee

Award Amount The Review Committee shall use only the accumulated interest in the fund, leaving the principle intact. The principle shall consist of the original \$5,000, plus any additional amounts the Troop Committee should wish to add. The Review Committee shall determine the amount of the award based upon the number of boys eligible and the amount of interest available.

Award Restrictions The award money is to be used by the recipient only for High Adventure Scouting activities, including travel expenses, (e.g., Philmont, Sea Base, National Jamboree, International Jamboree, Canoe Base, etc.) or an approved Leadership Training Camp. The award money need not be used in the year it is awarded, but a plan for its use must be submitted to the Award Review Committee to assist them in determining the amount of the award in the case of multiple recipients. Any unused or forfeited awards will be placed in a fund for any adult leader training and high adventure expenses.

Award Qualifications The Scout must be at least of the rank of First Class at the end of the award period. He must attain a minimum of 34 points in the following three categories with the specified minimum in each category. If a Scout is an Eagle Scout at the end of the award period, only 26 points are required, the 8 Merit Badge points are waived.

Rank Advancement Points 6 Points minimum	Troop Participation 20 Points Minimum	Merit Badge Points 8 Points Minimum 0 Points Minimum for Eagles
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Scout, Tenderfoot	2 points	Fund-Raiser	1 point/event	Required for Eagle	2 points each
Second Class	3 points	Service Project	1 point/event	Non-Eagle Required	1 point each
First Class	4 points	Approved Camp Out	2 points/event		
Star	6 points	Scout Day Outing	1 point/event		
Life	10 points	Approved Patrol Activity	1 point/event		
Eagle	15 points	Troop Meeting	1/3 point each		
Eagle Palm	6 points	Memorial Day Parade	2 points/ participation		

Dr. Strand Memorial Award

Procedure

The Dr. Strand Memorial Award is to be presented at the February Court of Honor to an outstanding Bayport Scout who qualifies according to the following requirements:

I. Knowledge of Scouting

- To be eligible for the award, a boy must be a First Class Scout. During the award period he must have earned at least 18 points of advancement on the advancement rating schedule, which is:

Scout, Tenderfoot	2 points
2 nd Class	3 points
1 st Class	5 points
Star	2 points
Life	3 points
Eagle	5 points
Each required Merit Badge for Eagle	2 points
All other Merit Badges	1 point
Each Eagle Palm	2 points

- Any Scout who holds the rank of Eagle at the beginning of the award period must have at least 7 points on the advancement rating schedule.
- The award period is from February 1st of year to January 31st of the next year.

II. Character

- To qualify for the Strand Award, a boy must live by the Scout Oath and Law every day in all his activities.

III. Leadership

- The award Committee shall confine its consideration of leadership to Scout activities and the quality of leadership and natural expression of leadership among Scouts shall be considered as well as those leadership assignments made by the Scoutmaster.

IV. Service

- To qualify for the award, a Scout must be actively engaged in the functions of the Troop, such as meetings, fund raisers, hikes, camps and

Troop program.

The Award Committee shall consist of Scoutmaster, Advancement Chairman, and Chairman of the Troop Committee, whomever they might be.

The award will be presented to the most outstanding boy in relation to the four requirements of Knowledge of Scouting, Character, Leadership and Service.

If in the opinion of the Award Committee no boy meets the minimum requirements for any one year, there shall be no award. The award will never be given to the same boy more than one year.

The award shall be in the form of a plaque to be awarded each year at the February Court of Honor to an outstanding Bayport Scout. A sum of money not to exceed the cost of 1 week of Summer Camp shall also be awarded.