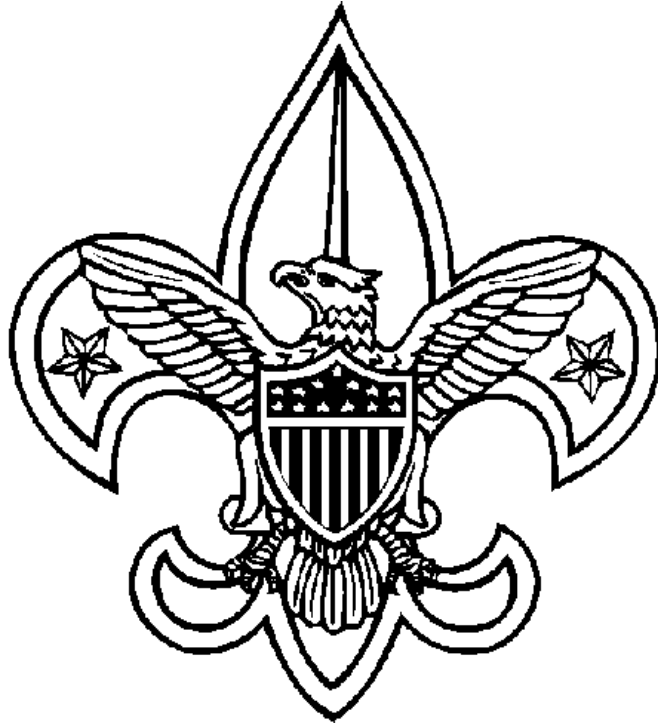


Troop Guidebook



BSA Troop 736
Wichita, KS

Troop 736 Guidebook

Purpose of the Boy Scouts of America

The purpose of the Boy Scouts of America, incorporated on February 8, 1910, and chartered by Congress in 1916, is to provide an educational program for boys and young adults to build character, to train in the responsibilities of participating citizenship, and to develop personal fitness.

Mission Statement

The Mission of the Boy Scouts of America is to prepare young people to make ethical choices over their lifetimes by instilling in them the values of the Scout Oath and Law.

Scouts are expected to live up to the ideals of Scouting. These ideals are expressed in the Boy Scout Oath, Law, Motto, and Slogan.

Scout Oath (or Promise)

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

Scout Law

TRUSTWORTHY. A Scout tells the truth. He keeps his promises. Honesty is part of his code of conduct. People can depend on him.

LOYAL. A Scout is true to his family, Scout leaders, friends, school, and nation.

HELPFUL. A Scout is concerned about other people. He does things willingly for others without pay or reward.

FRIENDLY. A Scout is a friend to all. He is a brother to other Scouts. He seeks to understand others. He respects those with ideas and customs other than his own.

COURTEOUS. A Scout is polite to everyone regardless of age or position. He knows good manners make it easier for people to get along together.

KIND. A Scout understands there is strength in being gentle. He treats others, as he wants to be treated. He does not hurt or kill harmless things without reason.

OBEDIENT. A Scout follows the rules of his family, school, and troop. He obeys the laws of his community and country. If he thinks these rules and laws are unfair, he tries to have them changed in an orderly manner rather than disobey them.

CHEERFUL. A Scout looks for the bright side of things. He cheerfully does tasks that come his way. He tries to make others happy.

THRIFTY. A Scout works to pay his way and to help others. He saves for unforeseen needs. He protects and conserves natural resources. He carefully uses time and property.

BRAVE. A Scout can face danger even if he is afraid. He has the courage to stand for what he thinks is right even if others laugh at or threaten him.

CLEAN. A Scout keeps his body and mind fit and clean. He goes around with those who believe in living by these same ideals. He helps keep his home and community clean.

REVERENT. A Scout is reverent toward God. He is faithful in his religious duties. He respects the beliefs of others.

Troop 736 Guidebook

Scout Motto

Be Prepared

Scout Slogan

Do a Good Turn Daily

The 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.

Aims of the Scouting Program

The Scouting program has three specific objectives, commonly referred to as the "Aims of Scouting." They are character development, citizenship training, and personal fitness.

Character Development. Boy Scouting works toward three aims. One is growth in moral strength and character. We may define this as what the boy is himself: his personal qualities, his values, and his outlook.

Citizenship Training. A second aim is participating citizenship. Used broadly, citizenship means the boy's relationship to others. He comes to learn of his obligations to other people, to the society he lives in, to the government that presides over that society.

Personal Fitness. A third aim of Boy Scouting is development of physical, mental, and emotional fitness. Fitness includes the body (well-tuned and healthy), the mind (able to think and solve problems), and the emotions (self-control, courage, and self-respect).

Methods of the Scouting Program

The methods by which the aims are achieved are listed below in random order to emphasize the equal importance of each.

Ideals. The ideals of Boy Scouting are spelled out in the Scout Oath, the Scout Law, the Scout motto, and the Scout slogan. The Boy Scout measures himself against these ideals and continually tries to improve. The goals are high, and as he reaches for them, he has some control over what and who he becomes.

Patrols. The patrol method gives Boy Scouts an experience in group living and participating citizenship. It places responsibility on young shoulders and teaches boys how to accept it. The patrol method allows Scouts to interact in small groups where members can easily relate to each other. These small groups determine troop activities through elected representatives.

Outdoor Programs. Boy Scouting is designed to take place outdoors. It is in the outdoor setting that Scouts share responsibilities and learn to live with one another. In the outdoors the skills and activities practiced at troop meetings come alive with purpose. Being close to nature helps Boy Scouts gain an appreciation for the beauty of the world around us. The outdoors is the laboratory in which Boy Scouts learn ecology and practice conservation of nature's resources.

Advancement. Boy Scouting provides a series of surmountable obstacles and steps in overcoming them through the advancement method. The Boy Scout plans his advancement and progresses at his own pace as he meets each challenge. The Boy Scout is rewarded for each achievement, which helps him gain self-confidence. The steps in the advancement system help a Boy Scout grow in self-reliance and in the ability to help others.

Troop 736 Guidebook

Adult Association. Boys learn a great deal by watching how adults conduct themselves. Scout leaders can be positive role models for the members of the troop. In many cases a Scoutmaster who is willing to listen to boys, encourage them, and take a sincere interest in them can make a profound difference in their lives.

Personal Growth. As Boy Scouts plan their activities and progress toward their goals, they experience personal growth. The Good Turn concept is a major part of the personal growth method of Boy Scouting. Boys grow as they participate in community service projects and do Good Turns for others. Probably no device is as successful in developing a basis for personal growth as the daily Good Turn. The religious emblems program also is a large part of the personal growth method. Frequent personal conferences with his Scoutmaster help each Boy Scout to determine his growth toward Scouting's aims.

Leadership Development. The Boy Scout program encourages boys to learn and practice leadership skills. Every Boy Scout has the opportunity to participate in both shared and total leadership situations. Understanding the concepts of leadership helps a boy accept the leadership role of others and guides him toward the citizenship aim of Scouting.

Uniform. The uniform makes the Boy Scout troop visible as a force for good and creates a positive youth image in the community. Boy Scouting is an action program, and wearing the uniform is an action that shows each Boy Scout's commitment to the aims and purposes of Scouting. The uniform gives the Boy Scout identity in a world brotherhood of youth who believe in the same ideals. The uniform is practical attire for Boy Scout activities and provides a way for Boy Scouts to wear the badges that show what they have accomplished.

The Organization of Scouting

Patrol. A patrol is a small group of Scouts, usually 6 to 12. These Scouts elect a patrol leader, and as a patrol, decide on a patrol name, flag, and yell. The patrol method is used to teach our Scouts to operate efficiently as a patrol, to share in meal planning, to work together during troop activities, and share duties on campouts.

Troop. The troop is a group of patrols that meet together weekly, and through the patrol leaders' council (PLC), help plan the activities for each meeting and each campout.

Chartered Organization. Boy Scout Troop 736 is chartered by Aldersgate United Methodist Church, 7901 West 21st Street, Wichita, Kansas. The telephone number of the church is 722-8504.

District and Council. Our troop is geographically located in the White Buffalo District. Our district is one of eight located within Quivira Council. Our council is part of Central Region of the National Council Boy Scouts of America

Youth Leaders of the Troop

The Boy Scout program is led by Boy Scouts, not adults. What may appear to be chaos are actually young men learning how to be leaders. If adults continuously step in to "help," the Scouts are denied that opportunity to lead.

The Scoutmaster must approve all positions held by Scouts.

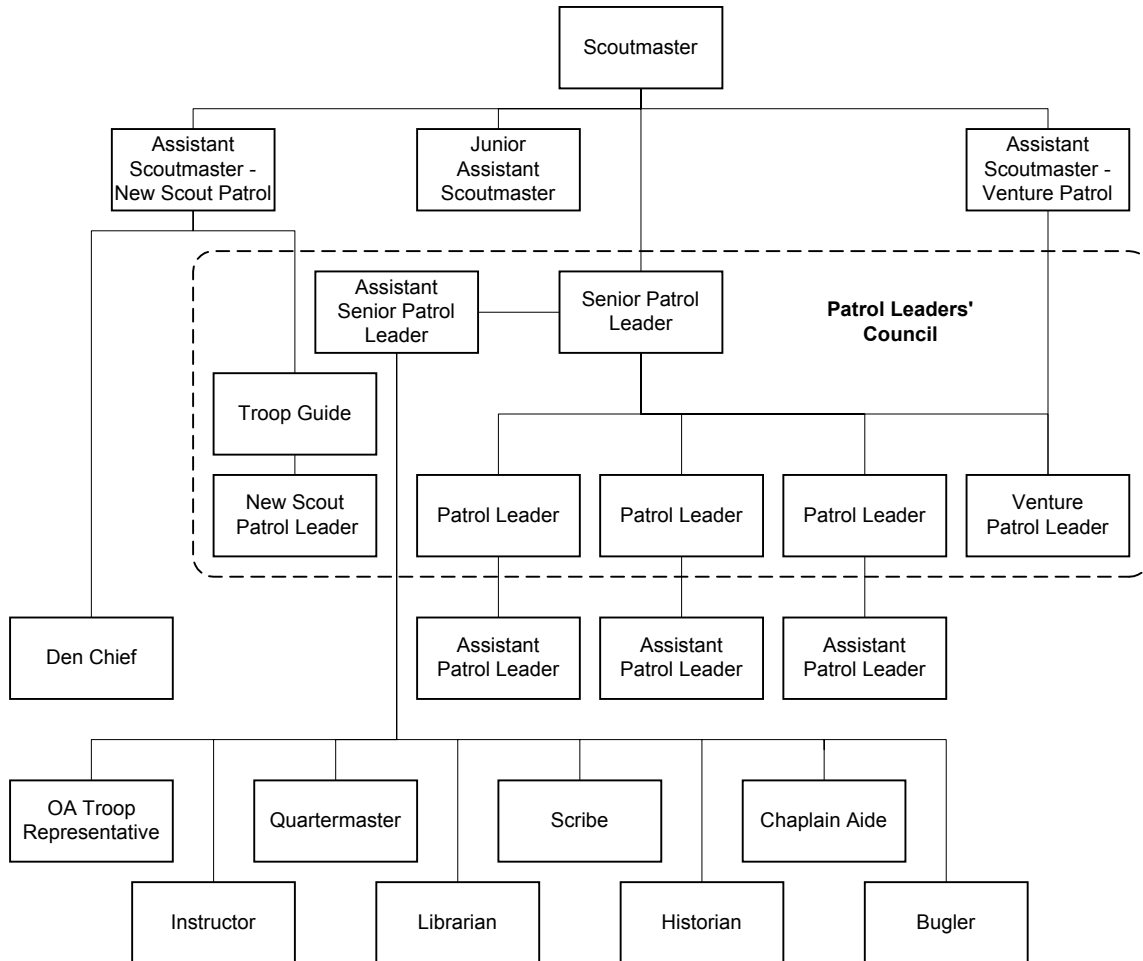
Senior Patrol Leader (SPL). The junior leader with the most responsibility in the troop is the senior patrol leader. He is elected by all members of the troop, usually for a term of six months. The senior patrol leader should, at a minimum, have earned the rank of Star Scout.

Assistant Senior Patrol Leader (ASPL). The assistant senior patrol leader is elected by all members of the troop and also serves for a term of six months. He serves as assistant to the Senior Patrol Leader, and takes his place when the senior patrol leader is absent. The assistant senior patrol leader should, at a minimum, have earned the rank of Star Scout.

Patrol Leaders (PL). The members of each patrol elect a patrol leader. He takes responsibility for the patrol's activities and represents the patrol as a member of the patrol leaders' council. Each patrol leader appoints an assistant patrol leader to serve with him. With the exception of the new Scout patrol, the patrol leader should, at a minimum, have earned the rank of First Class Scout.

Troop 736 Guidebook

Junior Leader Organizational Chart



Junior Assistant Scoutmaster (JASM). The junior assistant Scoutmaster serves in the capacity of an assistant Scoutmaster except where legal age and maturity are required. He must be at least 16 years old and not yet 18. The Scoutmaster appoints him because of his leadership ability. He performs duties as assigned by the Scoutmaster.

Troop Guide. The troop guide is both a leader and a “mentor” to the members of a new-Scout patrol. He is an older Scout, at least First Class in rank, who helps the patrol leader of a new-Scout patrol. The troop guide is usually not a member of another patrol.

Other Troop Positions. Scouts filling any of the following positions should, at a minimum, have earned the rank of First Class Scout. Any or all of the following troop positions may be filled. These Scouts continue to be members of a patrol.

The following positions are elected by the troop at large:

- **Quartermaster.** The troop Quartermaster works with the patrol quartermasters and is responsible for checking out and checking in equipment. He reports any equipment needs to the Equipment Coordinator.
- **Scribe.** The troop Scribe is the troop’s secretary. He is responsible for recording meeting minutes at Patrol Leader Council meetings, recording attendance at troop meetings and activities, and helps the Advancement Chairman in maintaining troop advancement records.
- **Chaplain Aide.** The Chaplain Aide assists the troop Chaplain in religious services for the troop.

Troop 736 Guidebook

The following positions are appointed by the Scoutmaster:

- **Order of the Arrow Troop Representative (OATR).** The OA Troop Representative serves as a communication link between the troop and the local Order of the Arrow chapter and lodge.
- **Instructor.** An Instructor is an older Scout proficient in both a Scouting skill and in the ability to teach that skill to others.
- **Den Chief.** A Den Chief works with a den of Cub Scouts and with their adult den leader.
- **Webelos Den Chief.** A Webelos Den Chief works with a den of Webelos Scouts and with their adult den leader.

The following positions are appointed by the Senior Patrol Leader:

- **Historian.** The Historian collects and preserves troop photographs, news stories, trophies, flags, scrapbooks, and other memorabilia.
- **Librarian.** The troop Librarian oversees the care and use of troop books, merit badge pamphlets, and merit badge counselor lists.
- **Bugler.** The troop Bugler is responsible for playing Reveille and Taps on campouts, and other occasions as deemed appropriate.

Other Patrol Positions. Scouts filling the following positions should, at a minimum, have earned the rank of Second Class Scout. Depending on the size and needs of a patrol, any or all of the following positions may be filled:

- **Assistant Patrol Leader.** The assistant patrol leader steps in to serve whenever the patrol leader must be absent. He may carry out special assignments given him by the patrol leader – working with patrol members on advancement, for example.
- **Patrol Scribe.** The scribe is the patrol's secretary. He checks attendance, keeps the patrol logbook current, collects and records patrol dues, and helps prepare budgets for outings.
- **Patrol Quartermaster.** The quartermaster, working with the troop quartermaster, maintains an inventory of the patrol's equipment and makes sure it is clean and ready for the patrol to use.
- **Patrol Grubmaster.** The grubmaster is in charge of assisting the patrol in putting together menus for hikes and campouts. He takes the lead in making all food-related arrangements for the patrol's outdoor programs.
- **Patrol Cheermaster.** The cheermaster leads the patrol in songs, yells, and stunts during meetings and evening campout programs.

Training Opportunities for Scouts

Troop Junior Leader Training. This is a one-day workshop is conducted by the Scoutmaster for his junior leaders. Upon completing this training, the Trained Leader emblem may be worn below the junior leader's badge of office.

Junior Leader Training Conference. This seven-day course is intended for senior patrol leaders, patrol leaders, and other youth leaders. It is conducted by the council in a camping situation. The course is an intensive experience in Scoutercraft and leadership skills.

Den Chief Training. Scouts that serve a Cub Scout Pack as either a Cub Scout Den Chief or a Webelos Den Chief should attend this training. It is required for the Den Chief Award.

Adult Leaders of the Troop

Scoutmaster (SM). The Scoutmaster is the adult leader responsible for the troop. The Scoutmaster and the assistant Scoutmasters work directly with the Scouts. The responsibilities of the Scoutmaster include:

- Train and guide boy leaders
- Work with other responsible adults to bring Scouting to boys.
- Use the methods of Scouting to achieve the aims of Scouting.

Assistant Scoutmaster (ASM). The troop has one or more Assistant Scoutmasters to help the Scoutmaster. Assistant Scoutmasters step in when the Scoutmaster is not available. We try to have at least one assistant Scoutmaster for each patrol.

Troop 736 Guidebook

Troop Committee. The Troop Committee consists of a Committee Chairperson (CC) and at least two committee members (MC). Committee members are responsible for providing the support necessary for the troop to function. Committee members may serve as:

- Chairperson
- Secretary
- Treasurer (Finance/Records)
- Outdoor/Activities
- Advancement
- Chaplain
- Training
- Equipment Coordinator

Chartered Organization Representative (COR). Our chartering organization selects an individual to serve as a liaison between the church and our Scout troop. This individual represents the Scouting units chartered by the church in all church matters and provides us with information from the church.

Training Opportunities for Adult Leaders

A Scoutmaster or assistant Scoutmaster is considered trained after completing New Leader Essentials, Scoutmaster and Assistant Scoutmaster Leader Specific Training, and Introduction to Outdoor Leader Skills.

A troop committee member is considered trained after completing New Leader Essentials and Troop Committee Challenge.

Boy Scout Leader Fast Start Training. Fast Start training lays the foundations for new Scoutmasters, assistant Scoutmasters, and troop committee members. It is a self-study video that addresses: “The Troop Committee,” “The Troop Meeting,” and “The Outdoor Program.”

New Leader Essentials. This course is designed for all volunteers and provides the basics of the Scouting programs, the age appropriateness of those programs, and our values and methods. This is usually presented in one evening and takes less than two hours.

Scoutmaster and Assistant Scoutmaster Leader Specific Training. This training provides leaders with a good working knowledge of troop operations. It’s three sessions are: “Getting Started: Role of the Scoutmaster in a Boy-Led Troop,” “Lighting the Fire: The Outdoor Program and the Advancement Program,” and Keeping It Going: Program Planning and Troop Administration.” This course may be presented in three evenings sessions or as one all-day session.

Introduction to Outdoor Leader Skills. This is a hands-on training program to give adult leaders the practical outdoor skills they need to lead Scouts in the outdoors. It covers most of the skills required of Scouts working on Tenderfoot, Second Class, and First Class. This is a weekend course with two nights of camping.

The Troop Committee Challenge – Boy Scout Troop Committee Training. This course is designed to help troop committee members better understand their roles and responsibilities through interactive learning.

Merit Badge Counselor Orientation. This training helps a merit badge counselor understand his or her job as a coach and counselor, who provides realistic learning experiences to a boy in his study of a merit badge subject. This course is required for all new merit badge counselors.

Youth Protection Training. This course explains the policies and procedures with respect to recognizing and reporting possible cases of child abuse.

District Roundtable. The monthly roundtable brings together Scout leaders from a number of troops to share ideas and teach skills. Each meeting is also an opportunity for enjoying fellowship with others who are committed to Scouting’s aims and ideals.

Troop 736 Guidebook

Philmont Training Center. Courses focus on everything from teaching outdoor skills and First Class basics to seminars on troop program planning, merit badge counselor orientation, working with troop committees, and encouraging advancement. Philmont Training Center is located at Philmont Scout Ranch, Cimarron, New Mexico. Courses are one week long.

Wood Badge for the 21st Century. Wood Badge courses are conducted by the Boy Scouts of America to provide advanced leadership development. The object of the Wood Badge course is to demonstrate as practically as possible the aims and methods of Scouting. Upon successful completion of the course the participant receives a parchment certificate, the Wood Badge, and the neckerchief and woggle. The course consists of a practical course and an application period.

- **The Practical Course.** This is a weeklong outdoor experience where you will live Scouting. Those participating are exposed to the application of leadership and Scouting skills as they are applied in the development of Scouts and Scouters. Through living in a Scouting atmosphere for this period of time, you develop a Scouting spirit and zeal for the program that motivates you to do a better job in the Scouting task you have accepted.
- **The Application Period.** Participants should complete their Wood Badge ticket no later than 18 months after the course. During this period, Scouters apply they have learned and are evaluated on their performance. Throughout the period of application, each person is assigned a troop guide who acts as a resource, an evaluator, and a Scouting friend.

Community Service

Troop 736 is committed to community service and such service is a requirement for advancement in Star, Life and Eagle ranks

A Scout will get out of Scouting as much as he puts into the program. The only way to truly enjoy and appreciate the Scouting program is to participate at every opportunity. If you have a question or concern about a community service project and how it pertains to rank advancement please contact the Scoutmaster or an assistant Scoutmaster. The following guidelines pertain to service projects and how they may be applied towards rank advancement:

- **Order of the Arrow (OA).** OA service should not be used for rank advancement. A Scouts responsibility to the OA is above and beyond his responsibilities to the troop.
- **Troop Service Projects.** Troop sponsored service may or may not be acceptable for rank service requirements. A case-by-case assessment will be made at the time of the service work.
- **Charities.** Work for charities is only acceptable for service hours if the Scout is not receiving funds for his work, such as Bowl-A-Thons, Walk-A-Thons, etc. If he is working a booth supporting these events then it can be used as service work.
- **School.** Service performed at a Scouts school can be used for service hours as long as it is not part of the Scouts academic program or a school fundraiser.
- **Church.** Service performed at a Scouts Church can be used for service hours as long as it is not part of the youth's religious program, such as participation in a Church Service, or a Church fundraiser.

All service work must be approved by the Scoutmaster prior to beginning the work.

Meetings

All meeting dates are shown in the annual troop planning calendar.

Troop Meetings. Troop meetings are held at Aldersgate United Methodist Church, on Tuesday evenings, from 7:00 p.m. to 8:30 p.m. We meet every Tuesday except during the week of summer camp at QSR and the week of Christmas break. All Scouts are expected to attend.

Patrol Leaders Council (PLC). The PLC meets once per month to plan the program. Meetings are usually held at Aldersgate United Methodist Church starting at 7:00 p.m., on a day agreed to by the PLC and Scoutmaster. The

Troop 736 Guidebook

Senior Patrol Leader (SPL), Assistant Senior Patrol Leader (ASPL), Patrol Leader (PL) and/or Assistant Patrol Leaders (APL) of each patrol, all troop guides, and other troop officers, as required, should all attend.

Troop Leaders Meeting. The Committee Chairman, Committee Members, Scoutmaster, Assistant Scoutmasters, and any interested parents, meet on the second Sunday of every month. We currently meet at the Brew's Brothers restaurant located at 13th and Tyler, at 7:00 p.m.

Attendance

In order for a Scout to advance and get the most from the program, he must attend as many meetings and campouts as possible. The troop meetings are used to learn new skills, prepare for activities, and plan meals for an upcoming campout. If a Scout cannot attend a troop meeting, **he should contact his patrol leader prior to the meeting.**

For a Scout to be eligible to attend a campout or other special activity, we require that he be present at a minimum of 75 percent of the troop meetings and other activities where attendance is deemed mandatory by the Scoutmaster prior to that campout or activity, within the preceding 90 days. We also require that his dues be current (see Finances).

Finances

All troop activities, camps, awards, and recognitions are funded through a variety of activities.

Dues. Troop dues are \$1.50 per meeting. Dues must be current for a boy to participate in troop outings or activities, such as campouts, fun nights, etc. By current, the Scout should be no more than \$5.00 behind in his dues. If this causes a hardship, please meet with the troop treasurer. See Registration Fees and Re-charter below for additional requirements.

Campouts. Generally speaking \$10 to \$15 will be required for food on each campout, depending on how well the Scouts plan their menus. In order for a Scout to attend a campout, each Scout must pay for their food at the meeting before the campout. Failure to do so will prevent the Scout from attending the outing. If a Scout must miss an outing, after he has paid for food, there will be no refund if the food has already been purchased. Scouts should contact both their patrol leader and the Scout purchasing the food, to let them know he will not be attending, as soon as possible.

Fund-raisers. There are several opportunities for fundraising that Scouts must participate in. These include the annual Pancake and Sausage Breakfast in January, Hot Dog and Chili Feed during Pack 736's Pinewood Derby Race, and popcorn sales, to name a few. Any money earned by the Scouts from popcorn sales will be placed into his individual account and may be used to pay camp fees and other Scouting related expenses. Money earned from other fundraising activities are either allocated to the Scout's individual account or to the Troop's general fund, as deemed appropriate by the Troop Committee. Parents are expected to help with these fundraisers to ensure their success.

Registration Fees and Re-charter. The registration fee for every Scout and adult leader is paid for by the troop from the dues collected at the troop meetings. These fees are paid annually when we recharter in March. A Scout's dues are required to be paid in full (up-to-date) each year on March 15th in order to be included on the re-charter for the troop (see Registration Fees). A Scout must be active with the troop for him to be reregistered.

Boys Life Magazine. Boys Life, the magazine for Scouts, is also paid for from the dues collected at the troop meetings. Every registered Scout should receive a copy of this magazine.

Scouting Magazine. All registered adults should receive this magazine. There is no extra charge for this publication.

Liability Insurance. The national council's liability insurance program automatically covers every registered Scout. Our troop purchases a similar policy from Mutual of Omaha, which covers all registered adult leaders.

Troop 736 Guidebook

Communications

Troop 736 Newsletters. Troop 736 publishes a newsletter, usually monthly, which is distributed at troop meetings.

Special Announcements. We also publish flyers for special announcements, as needed, to help keep the parents informed.

Annual Troop Calendar. The troop also publishes an annual troop calendar, usually in September, of each year.

These publications are sent home with your son – please look for them.

Troop Web Site. Our troop has a web site located at <http://www.scouts736.org/troop>.

Council Web Site. The web site for Quivira Council is located at <http://www.quivira.org/>. This web site contains information on the Trail Guide (Council Newspaper), resources, council camps, training, office information, programs, special events, Order of the Arrow, districts, and related links.

BSA National Web Site. The web site for the National Council is located at <http://www.scouting.org>. This web site contains information for both the youth and adult volunteers, including access to the Guide to Safe Scouting and various forms.

Uniform

Scout uniforms are required for every troop activity, unless told otherwise. These activities include, but are not limited to, troop meetings, campouts, parades, service projects, district and council activities. The troop ALWAYS travels in uniform!

The Scout uniform consists of the following:

- Scout Cap (desired but not required by our troop, however, a suitable hat should be worn when outdoors)
- Scout Shirt (short- or long-sleeve) with U.S. Flag Emblem
- Boy Scout Shoulder Loops, Red
- Quivira Council Shoulder Patch (On left sleeve below shoulder seam)
- Unit Numerals 736 (On left sleeve below council shoulder patch. Our troop has available for purchase a one-piece patch in lieu of the individual numerals available at the Scout Shop.)
- Patrol Emblem (On right sleeve below U.S. Flag Emblem)
- Badge of Rank is worn on the left pocket (presented by the troop)
- Arrow of Light Award may be worn below the left pocket
- Temporary Insignia (only one) may be worn on the right pocket
- Neckerchief and Slide
- Scout Belt (desired but not required by our troop)
- Scout Trousers or Shorts (desired but not required by our troop, see below)

The inside covers of the Boy Scout Handbook shows the proper placement of insignia. When a Scout completes the requirements for First Class Scout, he will be presented with an embroidered red troop neckerchief.

During the summer months, and while at camp, Scouts may wear an activity uniform, which consists of a troop T-shirt or other camp T-shirt, in place of the Scout shirt, neckerchief, and slide. The Scoutmaster will announce to the troop when the activity uniform is acceptable.

It is the expectation that Scouts and Scouters of Troop 736 will be uniformed 100% and we encourage all Scouts and Scouters to wear Scout pants or shorts and an appropriate Scout hat. If a Scout does not own Scout trousers or shorts, he may wear other dark trousers or shorts, in good condition.

The uniform, handbook, and other official Scout equipment, may be purchased at the Scout Shop located at 1552 East 2nd Street (New York and 2nd Street), Wichita.

Troop 736 Guidebook

Advancement

There are seven ranks that can be attained during the Scouting adventure. These are: Scout, Tenderfoot, Second Class, First Class, Star, Life and Eagle. These are earned in the order given.

Four basic steps lead to Boy Scout advancement through the ranks of Tenderfoot to Eagle:

- A Scout learns
- A Scout is tested
- A Scout is reviewed
- A Scout is recognized

A Scout Learns. Learning is a natural outcome of Scouting activities. The more active a Scout is, the easier his advancement will be. A Scout may at any time complete any requirement for Tenderfoot, Second Class, or First Class. There is no waiting time between those ranks, so a boy may work on the requirements at his own speed. Adult leaders encourage Scouts to move steadily along the advancement trail, ideally becoming First Class Scouts within a year of joining. All requirements are listed in the Boy Scout Handbook, as well as detailed information on how to pass those requirements. See below for information on earning merit badges.

A Scout Is Tested. A Scout wanting to complete an advancement requirement must demonstrate to a leader that he has fully mastered a skill at the level expected. In the new-Scout patrol, that leader might be the assistant Scoutmaster or the troop guide assigned to the patrol. Scouts in other patrols might be tested by adult troop leaders or by their own patrol leaders, troop guides, or another junior leader, provided that the boy leader has already earned the rank the Scout is being tested for.

Upon completion of these requirements, they are signed off in your handbook. This is your record of your accomplishments. Do not lose it!

A Scout Is Reviewed. After a Scout has completed all of the requirements for any rank from Tenderfoot through Life, his progress is reviewed in two stages:

- Scoutmaster Conference
- Board of Review

The **Scoutmaster's conference** is a visit between the Scoutmaster and a Scout that is held each time the Scout completes the requirements for a rank. The Scouts handbook will be reviewed for completion of all requirements, as well as a review of participation in troop activities. This conference is usually 10 to 15 minutes in length, and is usually conducted before or during troop meetings or other troop activities. It is the Scouts' responsibility to schedule this conference with the Scoutmaster.

After a Scout has completed his Scoutmasters' conference, he may then schedule a **board of review**. This board consists of three to six members of the troop committee. The purpose of the board of review is not to retest a Scout, but rather to ensure that he has completed all of the requirements, to determine the quality of his troop experience, and to encourage him to advance toward the next rank. This meeting is usually fifteen minutes in length and must be scheduled with the troop committee chairman or the advancement chairman.

The Scoutmasters' conference and board of review for the rank of Eagle have different requirements, which are explained in the Eagle packet a Scout receives upon earning the rank of Life Scout.

A Scout Is Recognized. After the board of review has certified a Scouts' advancement, that advancement is reported to the council, and the appropriate recognition is purchased by the troop. The badge is presented at the next troop activity. In addition, the troop holds a court of honor once every three months – a formal recognition with families, friends, and the public in attendance. All Scouts who have moved up to any rank except Eagle Scout, or who have earned merit badges since the last court of honor, are recognized. A special Eagle Scout court of honor is conducted following approval of national council, for those Scouts' completing the requirements for Eagle.

Merit Badges. Merit badges may be earned at any time, but they are required for the ranks of Star, Life, and Eagle. The first step in earning a merit badge is to obtain a merit badge application (blue card) with the approval and signature of the Scoutmaster. Next, a meeting is scheduled with a council approved merit badge counselor. Working with the counselor, the Scout completes the requirements for that merit badge, and has the counselor sign off on the application. The Scout then provides the Scoutmaster with the completed application, for his approval. This information is then provided to the advancement chairman, so that it can be reported to the council, and the

Troop 736 Guidebook

appropriate recognition obtained for presentation. The troop has a list of council approved merit badge counselors. Adults that are interested in becoming merit badge counselors should speak to the advancement chairman.

Hiking and Camping

Hiking and camping is a large part of Scouting and Troop 736 tries to go camping once a month. Scouts are encouraged to attend as many campouts as possible. Many of the skills needed for advancement are learned on campouts. It is understood that Scouts will not be able to attend all outings. If special arrangements are needed, such as arriving at a different time than the rest of the troop, please check with the Scoutmaster or other adult going on the campout.

Equipment

Troop Equipment. Thanks to the efforts of our Scouts, Scout leaders, and parents, both present and “retired,” our troop has a large inventory of equipment. Each patrol has been assigned a patrol box with cooking and cleaning equipment; several dome tents, propane stove and lantern, nylon dining fly with poles, two ice chests, two water jugs, a Dutch oven, and a charcoal chimney. All of the troop tents are made of nylon with a nylon rain fly, and have a sewn-in floor and insect screening. Troop tents will be used on all campouts unless otherwise noted; personal tents should not be used without prior agreement.

Personal Equipment. Do not rush out and spend lots of money on camping equipment. Many items can be made from everyday household items. There are usually extra backpacks and sleeping bags that may be borrowed prior to purchasing one. Please get with the other adults before making any large purchases.

Each Scout should have the following:

- Scout uniform (required for traveling to and from camp)
- Boy Scout Handbook
- Sturdy shoes or boots, if possible
- Backpack
- Sleeping bag (suggested minimum is a rectangular bag with three pounds of polyester fiberfill)
- Sleeping pad (optional)
- Pocketknife (only permitted if a Scout has completed the requirements for Totin’ Chip)
- Personal first aid kit
- Rain gear (poncho or rain suit)
- Water bottle or canteen (one quart)
- Flashlight (a flashlight that uses two “AA” penlight batteries is adequate and preferred)
- Compass
- Eating kit (plate, bowl, cup, knife, fork, and spoon)
- Cleanup kit (soap, toothbrush, toothpaste, dental floss, comb, washcloth, & towel)
- Change of clothes appropriate for the season

If you purchase a folding cot for long term camping, please buy a cot that breaks down into a small package, as opposed to one that simply folds in half. The same is true for camp chairs.

Troop 736 Guidelines

Our troop guidelines will help us to have fun and become better Scouts. They reflect our basic rights and duties as Scouts and citizens. Failure or disregard to follow troop guidelines may result in one or more of the following; verbal intervention, work projects, suspension, counseling, and finally expulsion. Each case will be dealt with on an individual basis. The goal is to find the best or most positive means to help each Scout live by the rules and enjoy the great adventure of Scouting.

Troop 736 Guidebook

“Show Scout Spirit”

1. Seek to follow the Scout Oath, Scout Law, Outdoor Code, Motto and Slogan.
2. Do not be disruptive during a Scout activity. This includes physical and emotional harm to others, and talking or horseplay where it is disruptive to the ongoing activity.
3. Show respect for and obey youth leaders and adult leaders.
4. Wear the Scout uniform at every troop activity.
5. Bring your Boy Scout Handbook to all regular meetings.
6. Never smoke, drink alcohol, or use drugs.
7. Eating, including chewing gum, and drinking are not permitted during troop meetings, unless it is part of the approved program, such as a Court of Honor.
8. Do not use skates or roller blades on church grounds.
9. Do not bring personal toys or other electronic items to troop meetings or on campouts.
10. Do not climb on any building or tree unless it is a supervised activity.
11. Do not misuse or damage any property. The normal use of tables, chairs and other property is expected. Trash should always be placed in the proper container. A Scout always leaves a place better than when he arrived.
12. Do not go into any non-Scout area of the church without permission of the senior patrol leader or other adult leader.
13. Equipment used at a campout that is taken home **MUST** be returned at the following troop meeting. It must be clean, dry and otherwise returned as received. Any equipment that is damaged or in need of repair must be reported to the Troop Quartermaster or Equipment Coordinator when it is turned in, so that it may be repaired or replaced prior to the next activity.

Lost equipment, or equipment damaged by negligence, will be paid for by the Scout or patrol that lost or damaged it. Equipment damaged by natural causes, such as weather, or normal wear and tear, will be repaired or replaced at troop expense.
14. Scouts must successfully satisfy and maintain the Tot’in Chip requirements before using knives, axes or saws without supervision. Acceptable cutting implements for Scouts are folding pocket knives and saws. Troop 736 does not advocate the use of axes. Our council prohibits the possession or use of any sheath knives. Scouts and adults must have Scoutmasters permission to carry any weapons other than a legal folding knife.
15. Scouts will only light stoves and lanterns; and build fires after completing the requirements for the Firem’n Chit card. Misuse of fires by playing in or around them is not tolerated.
16. No open flames, lanterns, or heaters in tents.
17. It is the responsibility of every patrol to purchase all food and other necessities for each campout. This includes dishwashing detergent, paper towels, cooking oil, seasonings, matches, etc.

Other Important Notes

1. All campouts start at the church parking lot and Scouts will be returned to the church parking lot when the outing is over. Departure and return times will be established for every outing. It is the responsibility of the Scouts parents to promptly drop off and pick up their boys. Exceptions must be arranged with the Scoutmaster in advance of the campout. No one will be allowed to leave the church parking lot, after we return, until the Scoutmaster has released everyone.
2. There will be occasions when the Scout will be required to bring a sack lunch, or money to purchase a lunch, and the Scout will be notified ahead of time.
3. Participation in all troop activities is expected.

Troop 736 Guidebook

4. All elected junior leaders are expected to attend troop sponsored Junior Leadership Training (JLT) regardless of experience.
5. All campout details will be final no later the two (2) weeks in advance of the event.
6. Troop 736 uses the patrol method, and all activities will be conducted using the patrol method.
7. Scout Handbook!!! This book is a tremendous source of reference material. Just about everything you want to know about Scouting is contained in the book. READ IT!!!

Troop 736 Trip Policies

All Outings. The following troop policy applies to all outings:

- All Scouts, Scouters, and parents are encouraged to attend.
- All participants are responsible for their own personal equipment.
- Troop equipment must be returned in satisfactory condition. Equipment damaged by abuse or neglect will be repaired or replaced at the Scouts expense. All broken or damaged equipment must be reported to the Troop Quartermaster or Equipment Coordinator when turned in. Scouts will not be held responsible for damage resulting from natural causes and normal wear and tear on equipment.

Troop Outings. These are trips taken as a troop under the leadership of the troop. They are usually campouts to BSA owned properties (Scout Camps), government owned properties (National, State, or County Parks), or private property, where access may be restricted or controlled.

- For troop campouts, money for food is to be paid to the patrol leader or other designated party at the troop meeting before the campout. Once the food has been purchased, the money has been spent and is not refundable. Any unused money will be returned to the Scouts that paid for the food. If food money has not been paid by the due date a Scout may not attend the outing.
- The adult leaders going on the trip will provide transportation. If additional transportation is required, parents will be expected to help.
- Travel expense money will be estimated and paid prior to a trip. This usually consists of meals, fuel, lodging, and other known expenses. Generally, \$5.00 is collected for each restaurant type meal, which is then redistributed to the Scouts at the time of the meal. For long distance trips, such as out-of-state, additional money may also be collected to cover the estimated cost of fuel for the trip. Any funds leftover after a trip will be returned to the troop treasurer and redistributed to each individuals account.

Family Outings. These are trips in which many families participate, and each family is responsible for their own family members. These are usually to areas that are open to the public with unrestricted access and egress. Including, but not limited to the following; amusement parks, water parks and professional sports activities.

- If the troop plans on making motel reservations, entrance fees, purchasing of tickets, etc. for each family, it is the family's responsibility to pay the troop by the published deadline. Failure to do so will result in reservations not being made, entrance fees not being paid, and tickets not being purchased for that family.
- If there are additional costs involved, such as meals in restaurants, motel rooms, or entrance fees, they must be paid to the Troop Treasurer by the published dead lines. Failure to do so will result in necessary arrangements not being made.
- A family member must accompany each Scout on these outings. If the Scouts family cannot attend, the family must find a host family to be responsible for their son, from those families attending.
- The Scouts family will provide transportation.
- Families are responsible for younger members of their families. Troop leaders or Scouts should not be expected to entertain or watch young siblings.

Troop 736 Guidebook

Youth Member Behavior Guidelines

The Boy Scouts of America is a values based youth development organization that helps young people learn positive attributes of character, citizenship, and personal fitness. The BSA has the expectation that all participants in the Scouting program will relate to each other in accord with the principles embodied in the Scout Oath and Law.

One of the developmental tasks of childhood is to learn appropriate behavior. Children are not born with an innate sense of propriety and they need guidance and direction. The example set by positive adult role models is a powerful tool for shaping behavior and a tool that is stressed in Scouting.

Misbehavior by a single youth member in a Scouting unit may constitute a threat to the safety of the individual who misbehaves as well as to the safety of other unit members. Such misbehavior constitutes an unreasonable burden on a Scout unit and cannot be ignored.

Member Responsibilities. All members of the Boy Scouts of America are expected to conduct themselves in accordance with the principles set forth in the Scout Oath and Law. Physical violence, hazing, bullying, theft, verbal insults, and drugs and alcohol have no place in the Scouting program and may result in the revocation of a Scout's membership in the unit.

If confronted by threats of violence or other forms of bullying from other youth members, Scouts should seek help *immediately* from their unit leaders or parents. Scouts or parents should report any incidents immediately to one of the unit leaders or troop committee members. Failure to report the incident may result in a delay in the appropriate actions being taken. If there is any question as to how an incident was addressed, please advise the troop committee of your concerns, as soon as possible.

Unit Responsibilities. Adult leaders of Scouting units are responsible for monitoring the behavior of youth members and interceding when necessary. Parents of youth members who misbehave should be informed and asked for assistance in dealing with it.

The BSA does not permit the use of corporal punishment by unit leaders when disciplining youth members. The Troop does reserve the right to use other means of discipline including, but not limited to; verbal intervention, work projects, suspension, counseling, and expulsion, as deemed appropriate by Troop leadership.

The unit committee should review repetitive or serious incidents of misbehavior in consultation with the parents of the child to determine a course of corrective action including possible revocation of the youth's membership in the unit.

If problem behavior persists, units may revoke a Scout's membership in that unit. When a unit revokes a Scout's membership, it should promptly notify the council of the action.

The unit should inform the Scout executive about all incidents that result in a physical injury or involve allegations of sexual misconduct by a youth member with another youth member.

Scoutmaster

Date

Troop Committee Chairman

Date