



Boy Scouts of America

Troop 1 Guide

**Minnehaha United Methodist Church
Minneapolis**

Revised January 20, 2015

Welcome to Boy Scout Troop 1! We're happy to see your son and you continue with, or start on, your Scouting adventure and that you chose to do so with Troop 1.

We've designed this *Guide* to give parents an overview of Scouting and of the organization, policies, and procedures of Troop 1. Please review this *Guide* with your Scout. *Cub Scouting* is a family-oriented program with adults doing most of the leading. *Boy Scouting* is a youth-led program. *But active participation by parents is essential to maintaining the quality of the program, safeguarding health and safety, and developing and supporting boy leadership.* For Scouts, participation means regular attendance at and participation in meetings, activities, and campouts. For parents, participation means actively supporting the Troop to the best of their ability by encouraging their Scouts to attend and participate and by helping with Troop activities and events. Together, this means that we can provide an exciting and fun outdoor program that helps build character, develop physical fitness, and promote citizenship. This distinguishes Scouting from all other youth programs.

Here are a few basics that your Scout *and you* need to know:

The Scout Law:

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

The 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.

The Scout Slogan:

Do a good turn daily.

The Scout Motto:

Be Prepared.

An Introduction to Scouting

The Goals of Scouting:

The Boy Scouts of America was incorporated on February 8, 1910 and chartered by The Congress of the United States in 1916. Its purpose is to provide an educational program for young men to build character, train them in the responsibilities of citizenship, and develop personal fitness. The Troop works towards these goals using time-tested methods that the BSA has developed and teaches to leaders through its training program. This includes an active outdoor program, use of the patrol method, and rank advancement.

The Organization of Scouting:

Troop 1 is part of the Northern Star Council. The Northern Star Council is one of more than 300 councils chartered by the BSA to administer Scouting programs in the United States and is one of the five largest. The Council serves western Wisconsin, the Twin Cities, and central Minnesota. The Council is divided into 22 districts. We're in the Metro Lakes District, serving Minneapolis, Richfield, and Saint Anthony. Three Troop leaders are members of the District Committee. The Troop is chartered by Boy Scouts of America to Minnehaha United Methodist Church. Membership in the church isn't a requirement for being a Troop member. But Scouts and their families are always welcome at Minnehaha (www.minnehaha.org).

The Troop Committee is made up of parents of Scouts and other adults. The Troop Committee manages the administrative and financial end of the organization. The Committee is responsible for approving the annual program developed by the Patrol Leaders Council based on input from Scouts and providing financial, fundraising, logistical, management, and other support to the Troop. The Troop Committee meets at 7:00 p.m. on the second Tuesday of odd numbered months except July. You'll get a summary of the previous meeting and a proposed agenda for the upcoming meeting shortly after each meeting and a reminder and updated agenda a week or two before each meeting.

The Scoutmaster and Assistant Scoutmasters are advisors to the boy leaders. It's the Scoutmasters' responsibility to see that the Troop is run in accordance with National, Council, and District BSA policies and Troop policies, to protect Scouts' health and safety, and to help the Scouts build and run a safe program consistent with the BSA's goals.

Parents and other adults are expected to actively support the Troop. Opportunities include being an Assistant Scoutmaster or member of the Troop Committee, helping with campouts and outings, including driving, helping with fundraising, and being a merit badge counselor. *There's something for every parent and adult to do no matter what your skills or how much time you have.*

The Methods of Scouting:

The eight methods of Scouting are (1) the ideals of Scouting (Scout law, motto, oath, and promise above), (2) the patrol method, (3) the outdoors, (4) rank advancement, (5) association with adults, (6) personal growth, (7) leadership development, and (8) the uniform.

How Scouting Works

Youth Leadership:

Boy Scouting is boy-led. The Senior Patrol Leader (SPL) is elected by the Scouts and is responsible for running the activities of the Troop, including meetings and campouts. The Troop elects one Assistant Senior Patrol Leader and the SPL chooses a second ASPL. The ASPLs help the SPL and fill in when the SPL can't be there.

Other positions are Chaplain Aide, Den Chiefs for Cub Scout Dens, especially in our partner at Minnehaha, Pack 1, Historian, Librarian, Patrol Leaders, Assistant Patrol Leaders, Quartermaster, Patrol Quartermasters, Scribe, and Troop Guide.

The Patrol Leader Council (PLC) is made up of the SPL and the Patrol Leaders. PLCs are generally held at 6:30 p.m. on the Monday after a campout or, in months with no campout, on the first Monday of the month at Minnehaha. *There aren't Troop meetings on PLC Mondays.* The Quartermaster and Patrol Quartermasters may meet then to make sure that the Troop's equipment is in good shape and ready to use.

Scouts pass along ideas for Troop activities and outings to their Patrol Leaders to bring to the PLC. They discuss these ideas to build the Troop's plan. The general plan for the year is developed at the PLC's winter and summer planning meetings and refined at monthly PLC meetings before approval by the Troop Committee. The Troop Committee's review is generally limited to ensuring that the plan is financially do-able and in conformance with the health and safety guidelines of the *Guide to Safe Scouting for Unit Activities*. There's also semi-annual training for boy leaders that generally happens on a Friday night-into-Saturday lock-in.

Patrols:

Patrols are the basic unit in the Troop. Boys joining the Troop are assigned to a patrol.

The members of the Patrol elect a Patrol Leader. The Patrol Leader selects his Assistant Patrol Leader (APL) and Patrol Quartermaster. The APL and Patrol Quartermaster take direction from the Patrol Leader. The APL acts as Patrol Leader in the PL's absence. The Patrol Leader is responsible for leading patrol meetings, assigning duties at campouts, maintaining order within the Patrol, and representing the Patrol at the PLC.

Elections:

Troop elections are normally held twice per year in January and July. Scouts may be nominated by others or nominate themselves. Elections are held by secret ballot and, to be elected, a Scout must receive a majority of the votes of Scouts present in the Troop or in the patrol. If multiple ballots are held, the Scout receiving the lowest number of votes is dropped from consideration on the second and each subsequent ballot. Ranked-choice voting may be used.

Troop Meetings:

Troop meetings are held on Monday evenings, except the first Monday when the PLC and Quartermasters meet, from 6:30 to 8:00 p.m. at Minnehaha United Methodist Church. Meetings start on the first Monday after Labor Day and continue through the first or second Monday after summer camp. There are no meetings on "major" Monday holidays and during the Christmas and New Year period. Scouts are responsible to arrive in their field uniforms (see *Uniforms* below) with their uniform shirt tucked in on time. Please pick them up on time if you're not staying. Scouts run Troop meetings with the guidance and assistance of the Scoutmasters. Parents are encouraged to stay and help at or observe Troop meetings.

Behavior:

Scouts are expected to respect nature, people, and property and to behave in accordance with the *Scout Oath* and *Scout Law*.

In order to maintain the goodwill of the church community and others who use the church, Scouts must stay in authorized areas of the church during Troop meetings at all times. Going in other parts of the Church not used by the Troop, running or roughhousing in the church, and eating or using things that aren't ours isn't allowed. We don't use the church elevators unless it's needed.

Behavior problems will be dealt with promptly, in an appropriate manner, and in accordance with Troop policy. Please see the *Campout Guidelines* and the *Conduct Policy* below for additional details.

Uniforms:

The Boy Scout "field" uniform (for meetings and travel) is the official Boy Scouts of America khaki shirt, Troop neckerchief, and slide. Pants don't have to be "official" BSA uniform pants but should be clean and neat. A full uniform of cap or hat, shirt, neckerchief, slide, belt, pants, and socks, is encouraged. Used uniform items are often available from the Northern Star Council's uniform exchange at the Gabbert Scout Service Center, 5300 Glenwood Avenue, in Golden Valley. Please call the Northern Star Council at 763-231-7201 for the current dates and times of the uniform exchange.

The "dress" uniform is the full field uniform with the merit badge sash. The "dress" uniform is for special occasions such as Boards of Review, Courts of Honor, the Pack 1 Blue and Gold Dinner, and Church events like Scout Sunday in which the Troop is participating.

The "activity" uniform is a Troop 1 (or old Troop 185 or Pack 120 or 1) t-shirt. Other BSA t-shirts are also acceptable "activity" attire.

Scouts should be in the "field" uniform at all meetings at the Church. "Field" uniform must be worn while traveling to campouts and outings. It's recommended that the "activity" uniform – a Troop or Scouting t-shirt – be worn under the "field" uniform shirt for outings so that the "field" uniform shirt can be taken off and kept reasonably clean once we arrive at our destination. Some Scouts, when their first shirt starts to wear, get a second one with the first one being the camp/travel shirt.

When wearing the "field" uniform, the shirt should be clean, neat, and tucked in with all current rank and other badges.

Common sense and safety take precedence. Scouts should always dress for and be prepared for the weather and sudden changes in weather.

Not surprisingly, many uniform shirts look alike. Please write your Scout's name in the label with a laundry pen.

Boy Scout Handbook

Since it was first published in 1911, the *Boy Scout Handbook* has been a valuable source of information about the outdoors and the Scouting program. *Everything that a Scout or parent needs to know is in the Handbook.*

Each Scout receives a *Boy Scout Handbook* when he crosses over from a Cub Scout Pack into the Troop. Each Scout should mark his *Handbook* with his name so it doesn't get lost. Buying the canvas cover at the Scout Shop and/or storing it in a sealable plastic bag will help keep it clean and dry at camp.

A Scout should bring his *Handbook* to all meetings. This lets leaders and First Class and above Scouts may sign off on completed requirements towards advancement as they happen. Scouts should keep track of merit badges earned, leadership positions held, and service projects performed in his *Handbook* for the ranks of Star, Life and Eagle. Scouts need this information at Scoutmaster Conferences for each rank. Parents, especially parents of new Scouts, should be familiar with the *Handbook* and encourage Scouts to read it and use it to record their accomplishments.

Scout Stuff:

Uniform items, t-shirts, *Handbooks*, merit badge booklets, and a whole host of other useful items are available at the four Twin Cities Scout Shops operated by the BSA's National Supply Division. Please visit the Northern Star Council's website, www.northernstarbsa.org, for hours and locations. Used uniform items may also be available from the Council's uniform exchange. Please see *Uniforms* above. The Troop has a library of some merit badge pamphlets.

Equipment:

Scouts need personal items such as a backpack or duffel bag, cold weather and rain gear, eating utensils, insect repellent, a mess kit, other weather-appropriate clothes, personal hygiene items, a sleeping bag, sunscreen, a water bottle, etc. Advice for selecting equipment is available from Troop leaders and senior Scouts. Please see the *Supply List* below and the *Boy Scout Handbook* for more information. *All personal items should be marked with the Scout's name.*

When buying equipment for your Scout, please keep quality as well as price in mind. Good quality equipment will be needed to keep your Scout safe and warm on the many campouts he will go on and it will last longer.

Attendance:

Scouts are encouraged to attend as many Troop meetings and activities, as possible. We understand that there may be conflicts with church, family, school, sports, and other activities from time to time and that boys get sick. There aren't standards for how many meetings, campouts and other activities a Scout must attend to be considered "active." But the better a Scout's attendance, the quicker he advances, the more he accomplishes, and the more enjoyable and successful his Scouting experience will be. Scouts who have not attended meetings for six months

will be assumed to have left the Troop, won't be rechartered in December, and forfeit their Scout Account balances.

Advancement:

Advancement is an integral part of the Scouting program that provides recognition for individual effort and accomplishment as well as a measure of acquired proficiency in basic skills. Requirements for advancement are described in the *Boy Scout Handbook* and other Scout literature. Both Scout and parent should be familiar with requirements. The Scoutmasters, Advancement Chair, and other adult leaders can answer questions about advancement.

Advancement is a three- part obligation of:

- The adult leaders of the Troop to provide guidance and opportunity.
- The Scout to take the initiative and to work towards rank advancement.
- The parents to encourage Scouts to work towards rank advancement.

We make every effort possible to help your son advance in rank. Troop meetings and campouts provide the experiences needed to earn ranks of Scout, Tenderfoot, Second Class, and First Class.

The ranks of Star, Life and Eagle require Scouts to earn specified number of merit badges, hold a position of leadership in the Troop, and perform community service. There are more than 100 merit badges available. Troop leadership has a list of current merit badge booklets and counselors. In addition to the Metro Lakes District merit badge counselor list, there's a list of counselors within the Troop.

You should periodically review your son's advancement and consult with the Scoutmaster, an Assistant Scoutmaster, or an Assistant Advancement Chair about any concerns or questions. You can do this by looking at your Scout's *Handbook*, checking the advancement chart on the wall, or talking to the Troop's Advancement Chair. Although advancement isn't required to stay active in Scouting, it certainly helps.

Scoutmaster Conference:

A Scoutmaster conference is required before earning any rank badges. The purpose of the conference is for the Scoutmaster to review the requirements for the rank with the Scout. The Scoutmaster also reviews the requirements for the next rank and provides encouragement toward achieving it. A Scout should schedule a conference as soon as he's completed all other requirements for the rank except the Board of Review. The Scoutmaster will let the Scout know if he's ready for a Board of Review. Scouts should bring their *Handbooks* to Scoutmaster conferences and bring their *Handbooks* and wear their dress uniform to Boards of Review. Please see *Uniforms* above.

Board of Review:

A Board of Review is required before earning any rank badge above Scout. The Board is made up of at least three Troop Committee members, excluding the Scoutmaster and Assistant Scoutmasters, at least a majority of whom have completed Board of Review training at the University of Scouting. Boards of Review must be held at least one week before a Court of Honor. The current plan is to schedule Boards of Review monthly on the night of the PLC and Quartermaster meetings.

Requirements for a Scout coming before a Board of Review are as follows:

- Complete all requirements for the Rank (except the Board of Review).
- Wear dress Scout uniform (see *Uniforms* above), including neckerchief and sash.
- Have his *Boy Scout Handbook* with all requirements for rank dated and signed.
- Make sure that all requirements in his *Boy Scout Handbook* are communicated to the Advancement Chair and are recorded by the Advancement Chair in the Troop's advancement database.

The members of the Board of Review will ask your son about his past achievements and his goals for the future in and out of Scouting, what he likes and dislikes about Scouting and the Troop, and other questions broadly related to the rank requirements. Rank and merit badges and other awards will be recognized and presented at Courts of Honor, which are held periodically throughout the year, usually about every three months.

Merit Badge Program:

The merit badge program provides opportunities to explore more than a hundred fields of knowledge and skill from *American Business* to *Woodwork*. It plays a key role in the fulfillment of Scouting's educational commitment and is one of Scouting's basic character-building tools.

Through participation in the merit badge program, a Scout acquires self-confidence that comes only from overcoming obstacles to achieve a goal. Instruction is offered in a wide variety of academic, athletic, career, civics, and environmental disciplines and providing a Scout with invaluable career, interpersonal, physical skills. Some merit badges will be done by the entire Troop or by patrols, others are done at summer and weekend camps, and others may be done individually by Scouts based on their individual interests.

Merit Badge Procedure:

The first step for working on a merit badge is to get a Blue Card from the Scoutmaster and to "register" it with the Advancement Chair.

When a Scout shows an interest in earning a particular merit badge, he can identify another Scout with similar interests to become his partner. The Scouts are then directed to the appropriate merit badge counselor. Some are within the Troop. Others aren't. The buddy system must be used when meeting with a merit badge counselor. One-on-one meetings with a merit badge counselor aren't allowed as part of the BSA youth protection program. A counselor may meet with a Scout if

a parent or other adult or another Scout not working on that merit badge is present. The merit badge counselor reviews the badge requirements with the Scouts and decides with them what projects should be undertaken and when they should be completed to earn the badge. After the counselor has certified that the Scouts have qualified for the merit badge, it's presented to them at a Court of Honor and can be applied toward rank advancement. Merit badges are also part of the summer camp experience and may be offered at Troop meetings and on campouts.

Merit Badge Pamphlets:

Each merit badge subject is outlined and explained in a booklet that contains short, introductory information written for the Boy Scouts of America by recognized authorities. Troop 1 has a library of merit badge booklets available from the Troop Librarian. Scouts may check them out when working on a merit badge. If the Troop Library doesn't have a booklet, Scouts may request it. Scouts are always welcome to go to the Scout Shop and buy one if they would like to keep it. The Troop encourages Scouts to donate used merit badge pamphlets to the Troop Library.

Merit Badge Counselors:

Only registered merit badge counselors are permitted to sign off on merit badge requirements. Persons who are knowledgeable about a merit badge subject are approved by the District Advancement Committee to serve as a merit badge counselors. For example, a doctor, nurse, or emergency medical technician may be asked to serve as counselor for the Emergency Preparedness or First Aid merit badge. A counselor must not only have the necessary technical knowledge but must also have a solid understanding of the abilities, interests, and needs of Scouts. A counselor must also be a registered adult with the BSA and follow youth protection requirements. Parents are strongly encouraged to sign up as a counselor for their fields of expertise. Please see the Scoutmaster, Assistant Scoutmaster, or Assistant Advancement Chair to for the list of currently registered merit badge counselors.

Courts of Honor:

Courts of Honor are special occasions when Scouts receive recognition of rank and merit badges that they have earned during the previous months. Courts of Honor are generally held three or four times each year. It's very important that parents attend all Courts of Honor, not only to recognize your own Scout's accomplishments, but also to recognize the accomplishments of your son's fellow Scouts. The Troop hopes to start awarding badges at least once per month at Troop meetings and to recognize badges more formally at Courts of Honor.

Badges required for Eagle Scout rank:

Along with meeting five other requirements, to qualify for the Eagle Scout Award a Scout must earn a total of 22 merit badges. Thirteen are required:

- Camping (may be earned at Many Point, counselors in the Troop)
- Citizenship in the Community (offered every third year at Merit Badge Camp)
- Citizenship in the Nation (offered every third year at Merit Badge Camp)
- Citizenship in the World (offered every third year at Merit Badge Camp)
- Cooking (may be earned at Many Point, counselors in Troop)
- Communications (offered every third year at Merit Badge Camp)
- Cycling (occasionally offered by Troop), Hiking (occasionally offered by Troop), *or* Swimming (may be earned at Many Point, counselors in the Troop, the Troop generally swims once per month in late winter)
- Emergency Preparedness or Lifesaving (may be earned at Many Point)
- Environmental Science (may be earned at Many Point)
- Family Life (offered every third year at March Merit Badge Camp)
- First Aid (may be earned at Many Point, counselors in the Troop)
- Personal Fitness (counselors in the Troop)
- Personal Management (offered every third year at Merit Badge Camp)

For badges that have an alternate (e.g. Emergency Preparedness or Lifesaving and Cycling, Hiking, or Swimming) one or both can be applied towards Star or Life Rank but only one can be applied toward Eagle Rank. The alternate badge may be applied toward one of the elective badges for Eagle.

Parent Participation:

Active parent participation is encouraged in Troop 1. Your participation helps your Scout know that you're interested in what he's doing and this will be a big factor in what he accomplishes as a Scout. Parents may participate by becoming Troop Committee Members, Assistant Scoutmasters, Merit Badge Counselors, or taking on a specific task like driving to and from camp, fundraising, or organizing a special event.

Health and Safety

Medical Forms and Insurance:

BSA and Troop policy requires that each Scout have a current BSA medical form on file with the Troop for all activities. Cub Scouts crossing over from a Pack must provide their Cub Scout health form with their application and a new BSA medical form before summer camp. Adults participating in a weekend outing or going to Many Point must also have the BSA medical form on file with the Troop. These forms are available online at www.northernstarbsa.org under "Resources" and "Forms."

This policy allows the Troop to have complete medical, immunization, insurance, and other information to assist first-responders and camp medics and to obtain prompt medical attention in the unlikely event of an accident. Troop 1 is insured through the Northern Star Council's group insurance policy.

Campout Guidelines:

The Troop's goal is that campouts are educational, fun, and safe. Common sense and good conduct by all participants is required at all times.

For weekend campouts starting on Friday evenings, we'll typically meet at Minnehaha at 5:00 to 5:30 p.m. to load supplies that were organized at the previous troop meeting. It's important to arrive on time to ensure that there's plenty of help loading supplies and that we're able to leave on time, get to camp, and get set up, if possible before dark.

Unless it's specifically announced, Friday night doesn't include dinner on the road or at camp. Typically, there's a cracker barrel upon arrival at Camp. But this isn't meant to be a substitute for dinner. Please see that your Scout is well fed before arrival at Minnehaha or that he has a bag dinner to eat on the way up unless dinner "on the road" is planned and announced.

Campouts usually last from Friday evening to Sunday morning. Scouts usually return to Minnehaha mid-morning but usually no later than 12:00 Noon. You'll get a more specific time when you drop your Scout off and a call on Sunday morning if there are any changes. Please have someone there at the given time to pick your son up.

Only those items necessary for camping and Troop activities are allowed on trips. Excess baggage, oversized mattresses, personal coolers and food, etc., should be left at home. Sharing meals and cooking duties is an essential part of the Patrol Method. If your Scout has any food allergies, medical conditions, medical or religious dietary restrictions, or takes any prescription or non-prescription medications, parents or adults should discuss this with the Scoutmaster well in advance of the campout. Use of prescription and non-prescription drugs is subject to the Troop's *Medication Policy*.

Quiet time and lights out will be announced and observed by all participants. Campouts are typically very busy and tiring so everyone needs to get rest. By the same token, Scouts are expected to be awake and moving in the morning to get their duties done.

The following rules are critical for safety:

- Shoes or boots with wool socks in long grass and water shoes or old tennies in waterfront areas are recommended. Bare feet should be limited to inspected swimming areas.
- No beverages (other than water), candy, food, or gum, and any beverage, candy, food, or gum containers or wrappings in personal gear or tents. Many campouts occur in areas where these items will attract animals that can damage tents and injure people.

- Please leave cell telephones, music players, video games, and all other electronic devices at home. Troop leadership will be responsible for a weather radio and will have cell telephones for emergency use.
- Climbing is conducted under *BSA Climb On Safely* guidelines with trained adult leaders. This includes fences and trees as well as bouldering walls and climbing towers.
- No fireworks.
- No flames (candles, lighters, lit matches, etc.) in tents.
- Respect flora and fauna, other people, and their property.
- Pocket knives only with a *Totin' Chip*. No hunting, sheath, or folding lock blade knives with blades longer than four inches. The only exception is kitchen knives from a patrol box kept in the patrol box or in the cooking area and used for cooking only.
- Dispose of recycling and trash properly. Campsites will be left as clean as or cleaner than they were found. We'll patrol our campsite before we leave to make sure that we do this.
- Boating, canoeing, kayaking, swimming, and any other type of water activities are conducted under *BSA Safe Swim Defense* and *Safety Afloat* guidelines with trained adult leaders.
- No possession or use of alcohol, illegal drugs, personal firearms, or tobacco. Use of prescription and non-prescription drugs is under the Troop's *Medication Policy*.
- Walk with care in camp. Branches, roots, shrubs, tent ropes and tent stakes can be hazardous.
- Possession or use of cutting tools (axe, knife, etc.) requires successful completion of *Totin' Chip* training. Scouts may have to re-earn the *Totin' Chip* if the privilege to use knives and other cutting tools is abused. In any case, axes and saws will only be used in a defined area and under adult supervision.
- Possession or use of lighters, matches, or other fire building materials requires successful completion of *Firem'n Chit* training. Scouts may have to re-earn the *Firem'n Chit* if the privilege to use lighters, matches, and other fire building materials and to build fires is abused. Fires should only be built in an appropriate area in conformance with *Firem'n Chit* guidelines and under adult supervision.
- Scouts, leaders, and adults should ask permission to enter or walk through another group's campsite.
- When traveling in cars or personal vehicles, each person must be secured with a seatbelt. It follows that no Scout will ride on the outside of any motor vehicle. These restrictions include hanging or riding on bumpers, in the beds of pickup trucks, or in a trailer.

Parents and adults are reminded that if these rules are violated, violated after a warning, or if other serious behavioral problem occurs, they will be responsible for bringing their son home from camp at their expense.

Finances

Dues:

Scouts or their parents or responsible adults are responsible for paying the annual dues in the amount set by the Troop Committee, currently \$60.00 per year. Dues will be deducted from Scout Accounts in September. Dues for Scouts crossing over from a Cub Scout Pack by March 31 are \$50.00 and include the *Boy Scout Handbook*, merit badge sash, neckerchief, shoulder loops, and unit numbers.

Fees:

Scouts are responsible for paying fees for an activity or outings that aren't covered by the Troop. The amount may be paid in advance or will be taken from the Scout's account after the activity. If there isn't enough money in the Scout's account, the Scout, parent, or responsible adult is responsible to pay the fee to the Troop.

Fees are non-refundable to Scouts if they're non-refundable to the Troop. Scouts and adults should make sure that they can come on an activity or outing when they sign up if the fee is non-refundable. Scouts and adults responsible for their portion of the meal budget if they cancel participation in an activity or outing for which food is purchased if they cancel after food is purchased.

Fundraising:

In addition to modest fees for activities and outings, Troop 1 supports itself through annual dues and periodic fundraisers that Scouts, parents, and adults are expected to participate in. Depending on the event, Scouts who participate will earn money that will be credited to their Scout account that may be used for activity and outing fees. Typical events include:

- A Fall Popcorn and Wreath Sale. All profits go to Scout Accounts based on sales.
- A Spring Camp Card or Popcorn Sale is often held. All profits go to Scout Accounts based on sales.
- Running concession booths at the Minnehaha Church/Pack 1 Community Halloween Party in October. This fundraiser supports the Troop.
- A Winter Pancake Breakfast, usually the first or second Sunday in February. This fundraiser supports the Troop.
- A Winter Spaghetti Dinner, usually the third Friday in March but sometimes in early April. This fundraiser supports the Troop.

Profits that support the Troop's General Fund are used for general Troop operations, equipment and supplies, and can be used for scholarships and to reduce camp costs on a limited basis. It's important that Scouts and their families participate in as many fundraisers as possible. The three Troop fundraisers are the equivalent of a \$75.00 dues increase.

Fundraising can be difficult and time consuming. But it's an important part in keeping out-of-pocket costs to Scouts, parents, and adults as low as possible. It also helps Scouts actively participate in supporting their activities and the Troop, teaches Scouts self-confidence, and gives them greater ownership of and responsibility for the program. At the same time, Scouts earn money for their Scout account fund (which may be used for activities and events as well as uniforms and equipment) and to help maintain the Troop's equipment and buy new equipment as needed.

Policies and Procedures:

The Troop Committee adopts policies and procedures from time to time. They aren't included in this *Guide* because they change from time-to-time. Generally, they'll be sent out annually with this *Guide*. If you have any questions about those policies and procedures, please let us know.

In Closing:

This *Guide* covers a lot. We hope that it gives you some idea about how Scouting works, how the Troop runs, and how much active, interested, and involved parents and adults are critical to its success. We also know that you'll have questions. Also, being a boy-run program, you can be sure that there'll be chaos and confusion from time to time. Our goal is a program that looks to the *Scout Law* and *Scout Oath* to guide us, one that remembers, as Lord Baden-Powell, the founder of Scouting, said, "Scouting is a game with a purpose." The game is the outdoor program and other activities and the purpose is to develop boys into fit and responsible young men who are good citizens and strong leaders.

We look forward to you and your son becoming part of Troop 1 and sharing in the adventure and fun of Boy Scouting. Please feel free to call the Scoutmaster or Committee Chair if you have any questions.

Supply List

Please keep quality as well as price in mind when buying clothing and equipment. Good quality equipment will keep your Scout safe and will last longer. Boy Scouts get a discount at Gander Mountain with their Boy Scouts of America membership card.

General camp supply list:

Backpack/duffle bag
Sleeping bag (rated to 20* F or lower)
Sleeping pad

Mess kit with utensils (non-metal recommended for winter camping)
Water bottle or canteen (non-metal recommended for winter camping)
Flashlight or headlamp
Watch
Extra clothing appropriate to the weather including wool, not cotton, for cold weather and layered
Raingear
Rain cover for backpack (a heavy black trash bag works)
Toothbrush and toothpaste
Hand towel
Soap
Deodorant
Comb or hairbrush
Toilet paper (in a plastic zip bag)
Personal first aid kit
Compass
Pocketknife (only after earning the "Totin' Chip")
Matches and firestarter (only after earning the "Firem'n Chit")
Insect repellent – NO aerosol cans please
Sunscreen (SPF 30 or higher – NO aerosol cans please) and broad-brimmed cap or hat

Summer camp supply list:

Hiking boots or sturdy shoes and extra shoes in case it's wet
Long pants (two for a week)
Shorts (four for a week)
Sweatshirt/warm jacket for cool nights
Swimsuit and beach towel
T-shirts (one for every day)
Underwear – one per day plus extra
Wool socks – one pair per day plus extra

Cold weather supply list:

Snow pants or suit
Long-sleeved shirts
Long pants – at least one pair per day plus at least one extra
Fleece shirts
Long underwear (wool)
Wool socks – two pair per day plus extras
Underwear – one pair per day plus extras
Warm hat – two, one for sleeping if tenting
Mittens or gloves – two pair
Winter coat preferably with removable liner
Hiking boots/winter boots

Sunscreen (SPF 15 or higher)

Scouts will need a wicking layer, a warmth layer, and a rain/wind layer

Medication Policy

- Prescription and non-prescription medication may be given to the Scoutmaster or the Scoutmaster's designee when Scouts arrive at the departure location for a campout. The Scout's parent, a responsible adult designated by the Scout's parent, or the Scout may hold and administer the medication. The parent, responsible adult, or Scout is then responsible for safe storage and administration of the medication.
- All medications must be in the original container with instructions for administration.
- Medications may be placed in and kept in a secure location that only the Scoutmaster and one other adult leader have access to.
- Medication will be given in a discrete manner.

If a Scout needs medication immediately, for example, asthma inhalers and EpiPens for allergic reactions, he may keep such medication. These medications require a discussion with the Scoutmaster or an Assistant Scoutmaster in advance of the trip. These medications will be taken from a Scout if they are being misused. The Troop and each patrol have first aid kits for simple injuries and at least one person at each campout or outing is CPR-certified.

Conduct Policy

The doors of Scouting and of the Troop are always open to those who strive to follow the Scout Law. Adherence to the Scout Law and Troop policies will, primarily, be handled by the boy leaders with adult intervention only to maintain safety, prevent property damage, avoid disrupting other organizations, restore order in extreme cases of unruliness, and where boy leaders are unable to solve the issue.

Boy Scouts are expected to exemplify a higher level of personal discipline and social behavior than other boys and society in general. Scouts have agreed to strive toward the qualities listed in the Scout Law: Trustworthy, Loyal, Helpful, Friendly, Courteous, Kind, Obedient, Cheerful, Thrifty, Brave, Clean, and Reverent.

Scouts are expected to comply with the Scout Law and Oath. The Oath and Law make being a good citizen of the Troop, camp, and community possible. Obedience to the Scout Law includes respect for Scout and adult leadership, all members and guests of the Troop, and all hosts of the Troop. Respect is expected at all times. Under no circumstances will adult or boy leadership administer punishment for any reason. No hazing of any kind is tolerated. Scouts or adults observing such activity will take immediate measures to stop such activity.

Working together as a team, patrol members share the responsibility for the patrol's success. They gain confidence by serving in positions of patrol leadership. All patrol members enjoy the friendship, sense of belonging, and achievements of the patrol and of each of its

members. These steps are meant to clearly establish the general procedures that Troop leadership will follow in those rare instances when situations can't be resolved easily or informally. It's expected that Scouts will respect fellow Scouts as they will want to be respected when their opportunity to lead comes.

Examples of unacceptable behavior are mental, physical, sexual, or verbal abuse, non-constructive or unreasonable criticism of others, dishonesty, disrespect or insubordination toward adult, boy, and other authority, endangering the physical well-being of others, failure to use the "buddy system," profanity, unlawful behavior, and failure to comply with Church, Troop, District, Council, and National policies and procedures.

Alcohol, Drugs, and Tobacco:

Any Scout found to be illegally distributing, possessing, or using alcohol, drugs, or any other controlled substance at Scout activities will be suspended from the Troop. The Scout's parents or adult will be advised of all actions taken. The Scout may be allowed to return to the Troop once the underlying chemical dependency and legal issues have been resolved to the satisfaction of the Troop Committee.

No Scout or adult will be allowed to use a controlled substance of any type at any Troop or Scouting activity unless it is prescribed by a licensed medical or other health professional and is used in accordance with the prescription and the Troop 1 Medication Policy.

No Scout or adult shall be allowed to use alcohol or tobacco products at any Troop or Scouting activity.

General Rules:

Please see Camp Standards above.

Dangerous or inappropriate items. The Scoutmaster or an Assistant Scoutmaster has the authority to confiscate dangerous or inappropriate items at Troop meetings and other Scouting functions that will be returned to the Scout or his parent or adult at the conclusion of the event or function.

Driving. Scout drivers under age 18 shall meet the youth member exception clause in local and national tour permits before driving to, from, or at any Scouting event. The youth member exception states that when traveling to an area, regional, or national Boy Scout activity under the leadership of an adult (age 21 or older) tour leader, a youth member at least sixteen years of age may be a driver if he has six months of driving experience as a licensed driver not counting time under a learner's permit; the youth member has no record of accidents or moving violations as a licensed driver or under a learner's permit; the youth's parent or adult and all passengers' parents and adults have given permission to the leader; and a 21-year old or older driver is a passenger in the vehicle.

Scout passengers are guests of the driver of the vehicle and will follow the rules set by the driver regarding drinking, eating, noise, safety, and seating. Seat belts must be worn at all times without exception.

Electronics. Use of personal cell phones, music players, radios, televisions, and electronic devices and games isn't permitted at Troop activities.

Fighting. Fighting isn't allowed.

Fireworks. The Boy Scouts of America prohibits the use of fireworks in conjunction with its activities and programs except when conducted by a certified, licensed, or trained fireworks expert.

Gestures and language. Abusive, foul, and suggestive gestures and language, cursing, and swearing aren't allowed.

Knives. Sheathed knives aren't allowed. Scouts may carry and use a pocketknife if he has earned his "*Totin' Chip*."

Sexually explicit materials. Sexually explicit materials aren't allowed.

Enforcement:

The Boy Scout program encourages boys to learn and practice leadership skills. Every Boy Scout has the opportunity to participate in patrol and Troop leadership. Understanding the concepts of leadership helps a boy accept the leadership role of others and guides him toward the citizenship aim of Scouting. While adult leaders will always step in to ensure safety of the Scouts, the Senior Patrol Leader and the Patrol Leaders elected by the Scouts are empowered to be responsible for organizing events, supervising activities, and maintaining good will. In the rare event that a Scout fails to accept the leadership roles of the other Scouts, violates the *Camp Standards*, the *Conduct Policy*, the Scoutmaster will take the following steps:

1. Attempt to resolve the situation informally with the Scout and, if appropriate and necessary, the Scout's parent or other adult.
2. If unable to resolve the situation informally with the Scout and, if appropriate and necessary, the Scout's parent or other adult, hold a conference with the Scout.
2. If the conference doesn't resolve the situation, the Scoutmaster will contact the Scout's parent or adult to explain and discuss the situation by telephone or in person, with or without the Scout. At this time, the Scoutmaster may require a parent or adult to accompany the Scout to meetings and events as a condition of the Scout's continued participation in order to ensure appropriate conduct and will inform the parent or adult that continued misconduct may result in the Scout being asked to enter into a conduct contract, the Scout's participation in the Troop being limited, or in the suspension of his membership in the Troop.

3. If the situation isn't resolved after the Scoutmaster confers with the Scout's parent or adult, the Scoutmaster may limit the Scout's participation in Troop activities or suspend his membership in the Troop.

Reinstatement:

If a Scout's participation or membership in the Troop has been limited or suspended, he may ask for a Special Scoutmaster Conference for reinstatement of his participation or membership. The Special Scoutmaster Conference will consist of the Scoutmaster, another adult leader, and the Senior Patrol Leader. The Special Scoutmaster Conference's decision as to whether to reinstate the Scout's participation or membership will depend upon:

1. The Scout's ability to understand the reason that his participation or membership was limited or suspended.
2. What steps he and his parent or adult has taken to remedy the situation.
3. The Scout's and his parent's or adult's agreement to comply with the Troop's policies.

The Special Scoutmaster Conference may reinstate the Scout or reinstate the Scout conditionally or with limitation or restrictions. The Special Scoutmaster Conference's decision may be appealed by the Scout or his parent or adult to the Troop Committee, the decision of which is final.

Notification:

Certain situations that result in enforcement action against a Scout will be reported to the Troop at large and to parents and adults of all Scouts. These situations include:

1. Any incident that requires a report to child protection authorities under Minnesota law or Northern Star Council policies and procedures, to the Northern Star Council under the Council's policies and procedures, and to law enforcement authorities under Minnesota law or the Council's policies and procedures.
2. Any incident in which there are allegations of physical, sexual, or verbal abuse.
3. Possession of alcohol, illegal controlled substances, sexually explicit materials, and tobacco.
4. Fighting or other violent behavior, stealing, or deliberate vandalism or destruction of property.

The Troop will follow these guidelines in reporting this information to families:

1. The incident will be described objectively and succinctly, including dates and times, providing families with information that they need to know.

2. **The confidentiality of the Scout involved will generally not be included unless there is a compelling reason to do so.**
3. **The action taken by the Troop will be described, either corrective or disciplinary action involving the Scout and steps taken by the Troop to remedy the situation, including changes in Troop policies and procedures.**

Certain situations will be reported to parents and adults of affected Scouts. These situations include any situation where a Scout has been the victim of or is alleged to be the victim of bullying; fighting or other violent behavior; physical, sexual, or verbal abuse; theft, vandalism, or destruction of personal property; and threats of this behavior.