



Scouts BSA

Troop 1 Guide

Minnehaha United Methodist Church

Minneapolis

Revised 2019

Welcome to Troop 1! We're happy to see your scout (and you) continue with, or start on, your Scouting adventure, and we are very pleased 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. While Cub Scouting is a family-oriented program with adults doing most of the leading, Scouts BSA is a youth-led program. That said, active participation by parents and adults is essential to maintaining the quality of the program, safeguarding health and safety, and developing and supporting youth 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.

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. In 2018 girls were admitted to the program. The stated mission of the Boy Scouts of America is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Law. The Scouting program has specific objectives, commonly referred to as the "Aims of Scouting." They are character development, leadership development, citizenship training, and personal fitness. Leadership development is also one of Scouting's eight methods contributing to both good character and good citizenship. 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 the 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 meetings are listed on the Troop Calendar. 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 Corps (Scoutmaster and Assistant Scoutmasters) are advisors to the youth 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, slogan - 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:

Scouting is youth-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 two Assistant Senior Patrol Leaders (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, two Troop Quartermasters, Patrol Quartermasters, Scribe, and Troop Guide.

The **Patrol Leader Council** (PLC) is made up of the SPL, the Patrol Leaders and Assistants, and other positions of responsibility. 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 will meet at this time 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 youth leaders, Introduction to Leadership Skills for Troops (ILST) that generally happens on a Friday night-Saturday morning "lock-in."

Patrols:

Patrols are the basic unit in the Troop. Scouts joining the Troop join a patrol; membership is determined by scouts. Patrols are sized as groups of 6-10 scouts. When Cub Scout den's crossover to the troop, they remain as a "new scout patrol."

The members of the Patrol elect a Patrol Leader. The Patrol Leader selects or holds a vote to select the Assistant Patrol Leader (APL) and Patrol Quartermaster (PQM). The APL and PQM 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 quarterly. 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. The troop meets year-round. There are no meetings on "major" Monday holidays and during the Winter Break period as defined by Minneapolis Public Schools. 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. Scout leaders do not discipline scouts.

Uniforms:

The Scout "field" uniform, aka "Class-A", is for wearing at meetings, whenever traveling, and generally is the default uniform for scouting events - if you're not sure, the Class-A is never wrong: Official Scouts BSA khaki shirt, Troop neckerchief, and slide. Pants don't have to be "official" BSA uniform pants but should be clean and neat (OD green is preferred).

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 Base Camp. Please contact Northern Star Council for specific information <http://www.northernstar.org/about-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. Merit badge sash is presented to each scout at a Court of Honor upon earning of their first merit badge.

The "activity" uniform, or Class-B, is a Troop 1 (or BSA sponsored) t-shirt. Other BSA t-shirts are also acceptable "activity" attire.

Scouts should be in the "field" uniform at all meetings. "Field" uniform must be worn while traveling to campouts and outings. It's recommended that the "Class B" uniform 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. As always, common sense and safety take precedence. Scouts should always dress for the weather (and be prepared for changes). Because uniform shirts look alike, write your Scout's name on a piece of laundry tape with a laundry pen.

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. Honeselty, almost everything that a Scout or parent needs to know is in the Handbook.

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

A Scout should bring their 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, nights camped, miles hiked, and service hours performed in their 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. *Used uniform items may also be available from the Council's uniform exchange. Please see Uniforms above.* The Troop maintains a library of some merit badge pamphlets, patrol leader handbooks and some other literature.

Equipment:

Scouts need personal items such as a backpack (or duffel bag), cold weather and rain gear, eating utensils/ mess kit, a baseplate compass, a pocket knife, 8 decent tent stakes, a sleeping bag, other weather-appropriate clothes, personal hygiene items, a water bottle, etc.

Advice for selecting equipment is available from Troop leaders and senior Scouts. Please see the Supply List below and The 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 they 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 scouts 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 they advance, the more they accomplish, and the more enjoyable and successful their Scouting experience will be.

Scouts who have not attended meetings or made intentional contact 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 Scout Handbook and other Scout literature. Both Scout and parent should be familiar with requirements for rank and merit badges. The Scoutmasters, Advancement Chair, and other adult leaders can answer specific 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.

The Scoutmaster Corps make every effort to help your scout advance in rank toward First Class. Troop meetings and campouts provide the experiences geared toward earning ranks of Scout, Tenderfoot, Second Class, and First Class.

The ranks of Star, Life and Eagle require Scouts earn a specified number of merit badges, hold a position of leadership in the Troop, and perform community service.

Only members of the Scoutmaster corps and first class or above Scouts may sign off requirements in handbooks.

Scoutmaster Conference:

A Scoutmaster conference (SMC) 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. The Scoutmaster will let the Scout know if they're ready for a Board of Review and notify the Advancement Chair.

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 (BoR) is required before earning any rank badge beyond "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.

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 their Scout Handbook with all requirements for rank dated and signed.
- Make sure that all requirements in their Scout Handbook are communicated to the Advancement Chair and are recorded by the Advancement Chair in Scoutbook.

The members of the Board of Review will ask your scout about their past achievements and their goals for the future in and out of Scouting, what they like and dislike 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 Badges

There are more than 135 merit badges available. A list of current merit badge counselors is available via Scoutbook. Scouts should ask the Scoutmaster for recommendations; we have several counselors within the Troop. Scouts should check with the Librarian for pamphlets. Scouts are expected to read the pamphlets and become familiar with the content. If you're feeling like you have some expertise in a subject, there's probably a merit badge you could be a counselor for. Please see a committee member to inquire. "Scouts isn't school" but many scouts (and some counselors) prefer to use worksheets to guide their merit badge learning - https://meritbadge.org/wiki/index.php/Scouts_BSA_Portal.

You should periodically review your scout'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, Scoutbook.com, or talking to the Troop's Advancement Chair. Although advancement isn't required to stay active in Scouting, it certainly helps.

The merit badge program is designed for "independent study" and 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 as part of the summer camp experience, troop meetings, weekend camps, and others may be done individually by Scouts based on their individual interests. Some merit badge events come with a fee - like Scouting University (held at the UMN in spring and fall), or at Scoutmaster Bucky <http://scoutmasterbucky.com/>.

Merit Badge Procedure:

- 1 - The first step for working on a merit badge is to get a Blue Card from the Scoutmaster. When a Scout shows an interest in earning a particular merit badge, ideally they can identify another Scout with similar interests to become a partner.
- 2- The Scouts are then directed to the appropriate merit badge counselor. Some are within the Troop. Others aren't. *The buddy system is highly recommended 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.*

3- 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.

4- After the counselor has certified that the Scouts have qualified for the merit badge, it's presented to the scout at a Court of Honor and can be applied toward rank advancement.

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 modest library of merit badge booklets available from the Troop Librarian. Scouts should obtain a pamphlet and become familiar with the material when working on a merit badge. If the Troop Library doesn't have a booklet, Scouts are always welcome to go to the Scout Shop and buy one (\$5). 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 if you're willing to become a 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 quarterly throughout the year. It's very important that parents attend Courts of Honor, not only to recognize your own Scout's accomplishments, but also to recognize the accomplishments of the fellow Scouts in the Troop. The Troop awards rank badges ASAP after they've been earned so a Scout may wear their rank on their uniform. At the next Court of Honor that achievement will be recognized more formally.

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 21 merit badges. Thirteen are required:

1. First Aid
2. Citizenship in the Community
3. Citizenship in the Nation
4. Citizenship in the World
5. Communication
6. Personal Fitness

7. Emergency Preparedness *OR* Lifesaving*
8. Environmental Science *OR* Sustainability*
9. Personal Management
10. Swimming *OR* Hiking *OR* Cycling*
11. Camping
12. Cooking
13. Family Life

*Only one merit badge from the set may be chosen to meet the requirement. The remaining badges may be earned but will count as electives toward the total 21 Merit Badges required for Eagle.

Parent Participation:

Active parent participation is encouraged in Troop 1. Your participation helps your Scout know that you're interested in what they're doing and this will be a big factor in what they accomplish 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 Summer Camp or High Adventure must also have the BSA medical form on file with the Troop. <https://www.scouting.org/health-and-safety/ahmr/>

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 6:00 to 6:30 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 they have 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 11:00. 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 scout up.

Only those items necessary for camping and Troop activities are allowed on trips. Excess baggage, oversized mattresses, personal coolers and non-menued 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:

- Please leave cell telephones, music players, video games, and all other electronic devices at home. If a scout does bring them the adults don't want to know about it. One rule is don't bring anything you're not willing to lose. If electronics become a distraction scouts will be asked to put them away. If the distraction continues the Scoutmaster will take it away, securing it in a vehicle. Troop leadership will be responsible for communications and will have cell telephones for emergency use.
- Pocket knives are preferred but sheath and folding lock blade knives are permitted, though limited to blades no 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.
- 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.
- 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.
- 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.

Basic Camp Rules are gone over with the PLC at the beginning of each camp:

- 1- Scout Oath & Law are guides
- 2- Follow Duty Roster
- 3- Only eat from your own patrol's food!
- 4- Gather and Eat as a Patrol,
- 5- Say Grace/Food Reflection before Eating: Breakfast, Lunch, & Dinner
- 7- No Phones/Electronic games.
- 8- Ask before you borrow something.
- 9- Try to make sure everybody feels like they're included - not everybody can play at every game, but nobody should be without anything to do unless they want to be.

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 scout home from camp at their expense. Scout Leaders do not discipline scouts.

Finances

Dues:

Troop 1 currently collects no dues from Scouts. Northern Star Council (NSC) collects \$144 (\$12/mo) as an annual fee and we try not to add to that. These fees can be paid from a scout account balance - see below.

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, or responsible adult is responsible to pay the fee to the Troop. A typical weekend campouts has a \$12 cost for food, with reservations being covered by the troop. Camps with extra fees, such as Snowbase or Ski Camp, will have the costs for scouts participating.

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:

Troop 1 supports itself through 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. Profits go to Scout Accounts based on sales.
- Concession booths. These fundraisers support the Troop.
 - Minnehaha Church/Pack 1 Halloween Party in October.
 - Additional Opportunities TBD.
- Pancake Breakfasts. These fundraisers support the Troop.
- Carwashes. These fundraisers support the Troop.

Profits that support the Troop's General Fund are used for general Troop operations, weekend camping reservations, 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. 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 have an opportunity to earn money for their Scout account fund (which may only be used for activities or annual NSC registration).

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 youth-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 Scouts into fit and responsible young people who are good citizens and strong leaders.

We look forward to you and your scout becoming part of Troop 1 and sharing in the adventure and fun of 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. A typical weekend packing list is available on pg. 268 in the Scout Handbook or <http://www.troop1min.org/camping/what-to-pack>

- Backpack/duffle bag
- Sleeping bag (rated to 20* F or lower)
- Sleeping pad
- Mess kit with utensils
- 8 tent quality stakes
- Water bottle
- Flashlight or headlamp
- Watch
- Raingear
- Bandana
- Camp towel
- Personal toiletries
- Personal first aid kit
- Base plate style Compass
- Pocketknife
- Matches

Driving. Drivers must be over 18. 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.

Medication Policy

Prescription and non-prescription medication may be given to the Scoutmaster or the adult designated as Health Officer 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. When a scout holds their own medication, it is expected that the health officer is aware that they have 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 discreet manner.

If a Scout needs medication immediately, for example, asthma inhalers and EpiPens for allergic reactions, they 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 youth leaders with adult intervention only to maintain safety, prevent property damage, avoid disrupting other organizations, restore order in extreme cases of unruliness, and where youth leaders are unable to solve the issue.

Scouts are expected to exemplify a higher level of personal discipline and social behavior than others and society in general, though it is a learning process. Scouts have agreed to strive toward the qualities listed in 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.

Under no circumstances will adult or youth leadership administer punishment. 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, scout, 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 their parent or adult at the conclusion of the event or function.

Enforcement:

The Scouting program encourages youth to learn and practice leadership skills. Every Scout has the opportunity to participate in patrol and Troop leadership. Understanding the concepts of leadership helps a Scout accept the leadership role of others and guides them toward the citizenship aim of Scouting. While adult leaders will always step in to ensure the 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.
3. 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 their membership in the Troop.
4. 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 their membership in the Troop.

Reinstatement:

If a Scout's participation or membership in the Troop has been limited or suspended, they may ask for a Special Scoutmaster Conference for reinstatement of their 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 their participation or membership was limited or suspended.
2. What steps the scout and parent (or adult) has taken to remedy the situation.
3. The Scout's and parent's or adult's agreement to comply with the Troop's policies.
4. 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 their 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.