



Scout Family
Handbook

Troop 382
Arnold, Maryland

As of February 2008

OUR UNIT
OUR CHARTERED ORGANIZATION
OUR DISTRICT
OUR COUNCIL
OUR WEBSITE

Troop 382

Asbury United Methodist Church

Four Rivers District

Baltimore Area Council

<http://www.bsatroop382.com>

“One Hundred Scouts”

Of any one hundred boys who become Scouts, it must be confessed that thirty will drop out in their first year. Perhaps this may be regarded as a failure, but in later life all of these will remember that they had been Scouts and will speak well of the program.

Of the one hundred, only rarely will one ever appear before a juvenile court judge. Twelve of the one hundred will be from families that belong to no church. Through Scouting, these twelve will be brought into contact with a church and will continue to be active all of their lives. Six of the one hundred will become pastors.

Each of the one hundred will learn something from Scouting. Almost all will develop hobbies that will add interest throughout the rest of their lives. Approximately one-half will serve in the military, and in varying degrees profit from their Scout training. At least one will use it to save another person's life and many will credit it with saving their own.

Four of the one hundred will reach Eagle Rank, and at least one will say later that he valued his Eagle above his college degree. Many will find their future vocation through merit badge work and Scouting contacts. Seventeen of the one hundred boys will later become Scout Leaders and will give leadership to thousands of additional boys.

Only one in four boys in America will become a Scout, but it is interesting to know that of all the leaders of this nation in business, religion, and politics, three out of four were scouts.

This story will never end. Like the “Golden Pebble” of service dropped into the human sea, it will continue to radiate in ever widening circles, influencing the characters of men through unending time. . .

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Introduction

We are pleased to welcome your son to Boy Scout Troop 382. This membership makes you a Scout parent, and your family a Scout family. Our goal is to help your son to develop into a man who is physically strong, mentally awake, and morally straight. We hope you will all enjoy, and benefit from, this association.

The concept of the Boy Scouts of America was brought to the United States from England in 1910 and over the years has evolved into the world's most successful organization for boys. Scouting offers character development, leadership training, and physical development in an atmosphere of fun and fellowship.

Troop 382 is a Boy Scouting unit in the Baltimore Area Council and functions as part of the Four Rivers District, one of many such districts within the Baltimore Area Council. Cub Scout Packs, Boy Scout Troops and Venturing units offer opportunities for boys between the ages of 6 and 18. Girls are eligible to join a Venturing unit at age 14.

Like many other organizations, Troop 382 has set forth policies that govern the functioning of the troop. A committee comprised of registered adults serves as the policy making body and secures the services of a Scoutmaster. The Patrol Leader's Council (PLC), composed of the senior patrol leader, patrol leaders, and other elected and appointed boy leaders of the troop, makes plans and determines much about the way the troop is run.

The program developed by Troop 382 is designed to offer a combination of fun and learning that we hope you and your Scout will enjoy.

Troop Meetings

Meetings are held each Tuesday night, year round except for announced exceptions, from 7:00 to 8:00 PM at Asbury United Methodist Church. From 6:30 to 7:00 PM, boys set up the room and get advancement and merit badge requirements signed off if they make an appointment with a scoutmaster.

Patrol Meetings

Patrol meetings are held at the discretion of the patrol. New guy patrol meetings will be held once a month and will be scheduled by the Assistant Scoutmaster New Guy Advisor. The new guy meetings are very important to the success of the Scout.

Committee Meetings

Meetings are held the approximately once per month, and usually Tuesday or Thursdays. All parents are welcome and encouraged to come and take an active role in the committee that oversees your son's troop.

Troop Committee's Welcome

TO THE PARENTS:

The committee is happy to welcome all Scouts and their parents to the Troop 382 family.

Your support and your help are indispensable to the success of this troop. This time with your sons can be a truly rewarding time for you as well as for them. Please feel free to stay during troop meetings. In fact, we would appreciate it if you would stay and observe the activities, offer suggestions for improvement, and take an active role in the troop. We are always searching for Assistant Scoutmasters, people with special skills to act as merit badge counselors and committee members. If everyone does one small thing, then no one is overburdened.

Throughout the year there will be camping trips and other outings that your Scout will attend. Even if you can't assume a defined position, it is certainly desirable to have additional adults with us when we share these experiences with your boys. The only requirements to participate in these events is that you be a registered Scouter and be ready to enjoy yourself. Registration of an adult Scouter is quite simple and requires only the completion of a standard form and a small fee if you are not currently registered in Scouting. A transfer fee of only \$1 is required if you are already registered, and will be transferring your principal membership to the troop. There is no fee for registration as a merit badge counselor only, although you must fill out the registration form and the counselor form.

If you feel that your current schedule simply will not allow you to participate in your son's Scouting experience along with us, we ask you to evaluate the benefits of participating in Scouts. Most, if not all, of us have very busy schedules and yet we have found that the importance of what we do in Scouting demands that we take the time to be with the boys. This is one of the most important and memorable parts of their young lives and you will greatly regret missing the opportunity to share fully in their growth as young men. If you still feel that you currently don't have time to participate, please join us when you can. We do understand that some families are overburdened.

We hope that this handbook will be helpful to you. If you find anything that was not included or have questions that are not answered here, please bring them to our attention so that we can fill in the gaps.

Yours in Scouting,

The Committee of Troop 382
moran@unsa.edu

Scoutmasters' Welcome

TO THE SCOUTS:

As a dedicated Scout, please read this letter and become familiar with this handbook. One of the most important ways to learn what to do is to know where to look for information.

Whether you are a new Boy Scout, or just new to Troop 382, you are probably unsure of yourself and where you fit in the troop. What you need to learn are “the rules of the game.” Scouting has been called a game, a game that includes activities of swimming, backpacking, canoeing, hiking and orienteering and presents the potential for a whole lot more.

Several of the adult leadership “Rules” set up the pyramid of authority. When you joined this Boy Scout Troop, you were placed under the trained guidance of the Scoutmaster and several Assistant Scoutmasters. Every Scoutmaster is appointed and supported by the troop committee under the guidance of the chartered organization. The chartered organization is responsible to the Scouting district in which the troop resides, and they in turn are responsible to the Council, and they to Boy Scout National Headquarters. Whew! Talk about chains of command!

One of the Scout “Rules” is that a Scout must take on certain responsibilities in order to advance. While Scouting is fun, there is also the potential for personal growth through the acceptance of leadership, as well as personal recognition, leading to a higher rank achievement. Unlike Cub Scouting, the adults are supposed to take a back seat here; and the boys are supposed to “*run the troop*”.

Every troop has the potential to be run by the Scouts themselves. Yes, there are a few rules. Most are in your Scout handbook or in this family handbook, but none are designed to inhibit self-determination. All of the jobs that they boys undertake have four basic requirements:

1. that you set a good example in everything you do;
2. that you wear the uniform correctly;
3. that you try to live by the Scout Oath and Law;
4. and, in every way possible, show Scout Spirit.

Please try to be all that you can be, every moment of the day, all the rest of your lives. If every success is a stepping stone, then surely every good effort put forth, successful or not, must be a bridge to learning things not yet understood.

To help Scouts run the troop, there is a chain of command to help you. You will belong to a patrol, which is headed by a patrol leader. Your patrol leader is responsible *for* your patrol in the troop, and *to* the Scouts in your patrol. He is responsible for letting you know what is happening, and if you miss a meeting, you should talk to him first. He will be a member of the Patrol Leaders’ Council (PLC), which is headed by the Senior Patrol Leader (SPL). The Senior Patrol Leader is the “Head Honcho” for the troop. There are several other positions of leadership, such as Troop Scribe, Quartermaster, Instructor, Historian, Librarian, Troop Guide, Den Chief, Chaplain’s Aide, Order of the Arrow Representative, and Junior Assistant Scoutmaster. In order to advance in the higher ranks, you must fill one of these positions of leadership for a period of time specified in the advancement requirements. So consider what you would like to do and – **GO FOR IT!!!**

Yours in Scouting
Scoutmaster Staff of Troop 382

The Methods and Aims of the Boy Scout Program

Methods

Ideals

The ideals of Scouting are spelled out in the Scout Oath, the Law, Motto and Slogan. The 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 he becomes.

Patrols

The patrol method gives Scouts an experience in group living and participating in citizenship. It places a certain amount of responsibility on young shoulders and teaches boys how to accept it. The patrol method allows Scouts to act in small groups where they can easily relate to each other. These small groups determine troop activities through their elected representatives.

Outdoors

The Scout program is designed to take place outdoors. It is in the outdoors that Scouts share responsibilities and learn to live with each other. It is here that the skills and activities practiced at troop meetings come alive with purpose. Being close to nature helps Scouts gain an appreciation for God's handiwork and mankind's place in it. The outdoors is the laboratory for Scouts to learn ecology and practice conservation of nature's resources.

Advancement

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

Adult Association

Boys learn from the example set by their adult leaders. Troop leadership may be male or female, and association with adults of high character is encouraged at this stage of a young man's development.

Personal Growth

As 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 Scouting. Boys grow as they participate in community service projects and do Good Turns for others. There probably is no device so successful in developing a basis for personal growth as the daily Good Turn. The religious emblems program is also a large part of the personal growth methods. Frequent personal conferences with his Scoutmaster help each Scout to determine his growth toward Scouting's aims.

Leadership Development

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

Uniform

The uniform makes the Scout visible as a force for good and creates a positive youth image in the community. The Boy Scout program is an action program and wearing the uniform is an action that shows each Scout's commitment to the aims and purposes of Scouting. The uniform gives the Scout identity in a world of brotherhood of youth who believe in the same ideals. The uniform is practical

attire for Scout activities, and provides a way for Scouts to wear the badges that show what they have accomplished.

The Methods and Aims of the Boy Scout Program

Aims

The Boy Scout program works toward three aims:

- ▶ Growth in moral strength and character – We define this as what the boy is himself: his personal qualities, his values, his outlook.
- ▶ Participating in 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.
- ▶ 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).

The *methods* of Scouting are designed to accomplish these *aims*. Thus it is important that we all know and use the methods of the Boy Scout program.

The 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.

The Scout Law:

A Scout is:

Trustworthy	Loyal
Helpful	Friendly
Courteous	Kind
Obedient	Cheerful
Thrifty	Brave
Clean	Reverent

Scout Motto:

Be Prepared.

Scout Slogan:

Do a good turn daily.

The “*Methods and Aims*” given above were reproduced from a BSA National pamphlet.

Getting Started

Welcome to Scouting!

If you are getting started in Boy Scouting for the first time, we have a few suggestions that will get you off to a good start and maximize your interest in Scouting. We have also included some information concerning uniforms that may answer some of your questions.

1. **Plan to attend** all regular meetings and as many Scouting-sponsored functions as you possibly can. Being part of the team is really important.
2. Wearing a **complete uniform** is an important part of the Scouting experience and each boy is expected to acquire a uniform. The troop has a uniform exchange. As any parent knows, boys quickly outgrow their clothes at this age. Consider donating uniforms that are too small for your scout so that someone else may use it. Families in financial distress should contact the committee chair or the Scoutmaster. In a confidential manner, a uniform can be provided for your son at minimal cost. A Boy Scout uniform is an important part of the Scouting program and boys are *expected* to wear uniforms when attending Scout functions.

A basic Boy Scout Uniform consists of an official uniform shirt with appropriate patches, long olive green pants or shorts, Scout socks, and a web or leather belt. Additionally, a troop neckerchief should be worn. A blue and silver scarf is presented to a Webelos when he bridges into the troop along with a single “382” unit number patch.

Official Boy Scout Uniforms can be purchased at the following local stores. You can also order from the Scout catalog or online (www.scoutstuff.org) if you know the sizes.

Dorsey Road Scout Shop BWI Commerce Park 7502 Commerce Drive, Suite 120 Hanover, MD, 21076 (410) 553-6913	Boy Scout Service Center 800 Wyman Park Drive, Suite 120 Baltimore, MD 21211 410-338-0144	Boy Scout Service Center 9190 Rockville Pike Bethesda, MD 20814 301-564-1091
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3. Purchase an **Official Boy Scout Handbook**. The most recent version is the 11th edition, and is the basis for everything done in Scouting. Pages in the back provide a permanent record of the Scout’s advancement. The books are \$8.99 and can be bought at official Scouting outlets.
4. We encourage **adults to register** along with their Scout. The Scouting program cannot function without competent adults who volunteer their services to the troop. By registering, adults become members of the troop and are covered by the troop’s liability insurance when transporting boys to and from Scouting functions. You can then share your abilities as an Assistant Scoutmaster, a Committee Member and/or as a merit badge counselor.

5. Boy Scouting is designed to provide fun for boys, while teaching them many lessons that will be valuable in later life. What a boy and his family get out of Scouting is directly proportional to what they put in.

Equipment Recommendations

In order for your son to enjoy his camping experiences with the troop, he will need some basic equipment for safety and comfort. We have prioritized this list in the order of importance so that it can be obtained over a period of time. If you have any questions before you buy, ask the adult Scouters in our troop. Their advice is based on experience. A separate checklist is provided to the Scout, and we encourage you to work with him.

Necessities

Troop Uniform – The required and optional items are described below along with suggestions as to what to wear when. **MARK EACH PIECE.**

Boy Scout Handbook – Each boy must have his own personal copy of The Boy Scout Handbook. It can be purchased for \$8.99. This book provides most of the information a boy and his parents need about Scouting. **MARK IT.**

Sleeping Bag – This is also a “must” item. Most boys can stay warm during the day, but at night they need the protection of a good sleeping bag. We recommend a synthetic filled bag rated down to at least 20°. Down filled bags do not retain their insulation values if they get wet, and the Scouts will get them wet. Mummy styles or square bottom styles are both fine. This is one place not to skimp, within reason. **MARK IT.**

Hiking Boots – Maintaining warm, dry feet is a real challenge to a boy. Insulated leather boots that have been waterproofed work best for the cost. Feet grow fast at this age, so buy footwear a little on the large size to be sure they last the year. Discount chain stores carry very reasonable, quite serviceable, leather boots. Sneakers, even if they are leather, cannot be waterproofed, and they are very cold on winter campouts. If a Scout camps only in summer, athletic shoes with good ankle support will do. Be sure that they are broken in **BEFORE** using them on a campout.

Ground Pad – Along with the sleeping bag, this item keeps your son warm at night. A closed cell foam pad is inexpensive, but very effective. An air mattress has little or no insulating value, and they frequently fail. **MARK IT.**

Fleece Blanket – One of the new, really wonderful items we can purchase today that makes tent sleeping much more comfortable is a poly-fleece blanket to use inside the sleeping bag. You can get them pre-made, or just buy some yardage. **MARK IT.**

Poncho or Rain Suit – Nothing is worse than being wet on a camping trip. We recommend that you purchase a poncho or rain suit that has a nylon base covered with a waterproofing material. Items

without nylon are not strong enough to survive an active boy. The \$2 emergency ponchos are nearly worthless except in an emergency – don't rely on them! All vinyl ponchos crack and can tear apart in cold weather, so don't waste your money. **MARK IT.**

Long Underwear – Long johns or some type are required for cold weather campouts, preferably two sets – one worn and one packed. We conduct a “long-john” check before leaving the parking lot if it is cold. Polypropylene is better than cotton, but any kind is better than none at all. **MARK IT.**

Flashlight – Any of the lightweight “AA” or even some “C” size battery powered flashlights are more than adequate. Avoid gadget covered or bulky items. Smaller lights are more manageable for boys. **MARK IT**

Knife, Fork, Spoon, Cup – Eating utensils are sold as sets in military surplus stores or camping equipment stores. Think cheap! Old stainless from home is fine too. Boys need something to eat with, but they tend to lose things like this, so **MARK THEM** in some permanent manner. These are the easiest items to lose.

Mess Kit – This is the personal eating gear, which usually includes a small fry pan, a small pot, and a cup. Any of the items can be used for personal cooking or eating. Most boys like the official Scout mess kit. It has no more than they need and it isn't expensive. Similar in style, and somewhat more durable, are the very inexpensive military style mess kits available at some surplus stores. **MARK IT.**

A Note about Clothing – This list of camping gear does not include recommendations for clothing because it varies so much from season to season. The troop does cold weather camping, and warm clothing is essential. **Wool** is still the best thing on the market for cold weather use. Its insulating value is tops even when wet. Military surplus stores and yard sales are good sources. Knit watch caps and mittens can't be beat for staying warm. **MARK EVERYTHING.**

Canteen – We recommend a 1 quart plastic canteen sold at most camping supply outlets. They are cheap and lightweight, and unlike aluminum, they don't leak. Avoid desert style canteens. They are heavy and don't fit into pack pockets. A one-liter soda bottle carried in a day pack or in a hip bag makes a fantastic canteen; and you're not likely to be upset when it is lost. Biking water bottles often leak when on their side and under pressure in a pack. **MARK IT.**

Nice to Have

Back Pack – This is the easiest way for a Scout to pack and transport his gear. It teaches him to carry only what he needs, not as many duffels as he can fit into the car. The Scout Service Center offers some reasonably priced, good quality packs that are the right size for younger boys. There are, however, many good sources for this item. First packs do not have to be very expensive. Boys do not begin serious backpacking until they are thirteen years old or more. And packs should “fit.” Since the boys are growing, a strong, comfortable second hand pack is the best bet. Talk to the adult Scouters before you buy this item. Some people in the troop have one or two for loan so that the Scout can get the feel of what he likes.

Pocket Knife – **ABSOLUTELY** no sheath knives or “Rambo” styles. A simple pocket knife is all the knife your son will ever need. Swiss Army knives with 30 blades cost a fortune and are frequently

lost. The Official Boy Scout pocket knife is a good value and is very useful.. *A Totin' Chip card is required for a Scout to carry a knife.* A Scout earns this Totin' Chip card by making some specific items under the supervision of an adult or older Scout. Otherwise, the Scout is required to turn in his knife to an adult during a camping trip. NO, the "Whittlin' Chip" card does not substitute. Please help us enforce this rule. It is for your Scout's own safety. **MARK IT.**

Luxuries

Almost anything else you buy could fall into this category. Some are fun, some are neat, none are really necessary. It is wiser to pay for better quality in the items listed above under "Necessity" or "Nice to Have", than to buy items that would fall into this "Luxury" category. The camping gear market is flooded by marginally serviceable gadgets and junk. Avoid the temptation. Put your money into fewer, better quality pieces of equipment and clothing, and your son will enjoy them for years to come. When in doubt, ask one of the adult Scouters. They will be happy to offer advice and shopping hints.

Sources for Equipment

Some good sources for equipment are local sporting goods and outdoors stores such as Dick's Sporting Goods or Sports Authority and of course the scout shop. Eastern Mountain Sports and Hudson Trail Outfitters have very high quality higher end gear at a higher price. Some great deals on excellent equipment can be found at some of the on-line retailers. Campmor often has "hot deals" on last year's models of gear and clothing which are tough to beat. ALPS Mountaineering has a special discount area for scouts. Web sites for some of these retailers are:

BSA Official Supply Store	www.scoutstuff.org
Campmor	www.campmor.com
Campsaver	www.campsaver.com
ALPS Mountaineering Scout Discounts	scoutdirect.com
Hudson Trail Outfitters	www.hudsontrail.com
Eastern Mountain Sports	www.ems.com
REI	www.rei.com
Coleman	www.coleman.com

Uniform and Resource Checklist

BSA Official Apparel

<input type="checkbox"/> Shirt – long sleeve (comes with US flag and BSA strip) <input type="checkbox"/> Shirt – short sleeve (comes with US flag and BSA strip)	Only one shirt is required. The short sleeved shirt is more practical, since it can be worn in the winter with long sleeved T-shirt underneath, and sweaters and jackets/coats provide warmth.
<input type="checkbox"/> Trousers <input type="checkbox"/> Shorts	Olive colored pants may be substituted for the Official Boy Scout pants.
<input type="checkbox"/> Boy Scout belt & buckle <input type="checkbox"/> Socks, red band	
<input type="checkbox"/> Neckerchief (Troop Style) <input type="checkbox"/> Neckerchief Slide	A blue & silver scarf is presented to new Scouts. Any acceptable neckerchief slide is allowed.
<input type="checkbox"/> Troop T-Shirt <input type="checkbox"/> Mesh Cap	

BSA Official Insignia

<input type="checkbox"/> Baltimore Area Council shoulder patch <input type="checkbox"/> United States Flag <input type="checkbox"/> Unit numerals <input type="checkbox"/> Patrol medallion <input type="checkbox"/> Shoulder loops, red <input type="checkbox"/> World Crest emblem <input type="checkbox"/> Rank insignia (Troop issue) <input type="checkbox"/> Patch of Responsibility (Troop issue) <input type="checkbox"/> Sash for merit badges	Comes already on the uniform shirt. Available as a single 382 patch through the troop. The sash comes in 30” and 36” sizes. We suggest the 36” sash. He will grow into it, and you don’t want to remove all the merit badges and re-sew them onto the large one.
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BSA Official Handbooks

<input type="checkbox"/> Official Scout Handbook (required) <input type="checkbox"/> Fieldbook (optional) <input type="checkbox"/> Junior Leader Handbook	This is given to boys by the Scoutmaster when they are elected to a position of responsibility that requires it.
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The Troop Uniform

<u>CLASSES</u>	<u>WHEN TO WEAR WHAT</u>
<p><u>Field Uniform (aka CLASS A)</u></p> <ul style="list-style-type: none">√ BSA tan button-up shirt with all proper insignia√ BSA Merit Badge Sash√ BSA scarf and appropriate slide√ BSA slacks, or BSA shorts in the summer√ Belt – The belt should be an official Scout belt.√ BSA olive green socks with red tops√ dark, solid color, shoes with rubber bottoms for meetings <p><i>OR</i></p> <ul style="list-style-type: none">√ boots as appropriate√ BSA hat <p><u>Activity Uniform (aka Class B)</u></p> <ul style="list-style-type: none">√ BSA activity shirt√ BSA slacks, or BSA shorts in the summer√ Belt – The belt should be an official Scout belt.√ BSA olive green socks with red tops	<p><u>TROOP MEETINGS:</u> Class A uniform is <u>expected</u> to be worn at all meetings. Activity Uniform may be worn to all other meetings, unless participating in a Board of review (field) or opening ceremonies (field).</p> <p><u>BOARDS OF REVIEW:</u> Class A Uniform</p> <p><u>TRAVEL:</u> Class A or Class B as defined by the Scoutmaster.</p> <p><u>CAMP-OUTS:</u> Activity uniform may be worn for activities, as prescribed.</p>

If you have any trouble obtaining any of these items, or simply cannot afford them, please see the Scoutmaster or the Committee Chairman. The troop is building a supply of “experienced” uniform parts which can be purchased for a nominal fee, charged to the Scout’s account, or other arrangements can be made on an individual basis. While we consider the uniform an important part of Scouting, the uniform should not prevent a boy from participating in the Scout experience.

Advancement

We promise a great deal to a boy when he joins Boy Scouting. We make the promise of fun and excitement and, most of all, outdoor adventure. We also promise ourselves that through Scouting's educational program, we will try to help each Scout that participates to become a citizen of fine character – physically strong, mentally awake, and morally straight.

Scout – When a boy enters Boy Scouts, he begins to develop these characteristics by understanding the Codes by which a Scout lives – the Scout Oath and Law, the Motto, Slogan and Outdoor Code. When he knows what the Scout badge represents, we reward him with the basic trefoil badge, a badge that means he can point the right way in life.

Tenderfoot – He then begins to develop his personal responsibility and self-reliance through outdoor skills, such as hiking, camping, and cooking, and the basics of how to save a life through the first aid program. For his efforts, he is rewarded with the detailed trefoil badge.

Second Class – When he becomes more involved with the operations of the troop, he acquires more advanced skills. For this added effort, the boy is recognized with the ribbon and knot to remind him to cheerfully serve others.

First Class – As the Scout badge builds from Tenderfoot to First Class, the Scout grows in confidence, knowledge, and skill. When he proudly displays the First Class badge, he has learned not only how to survive in the great outdoors, but has developed the basic values he will follow for the rest of his life, the values defined in the Scout Oath and Law.

The **program** established by this troop provides an *opportunity* for a Scout to advance through the rank of First Class within the first year. The experts tell us that the Scouts who stay the longest and go the furthest in our program are those who attain the rank of First Class in the first 18 months, but this is not a rule, and each boy should progress at his own speed. Unlike Cub Scouts, advancement for a Boy Scout is his own responsibility. Many opportunities are presented to a Scout, and the Scout should be ready to take advantage of them. When unsure of what he should be doing, a Scout should first read the Scout handbook for information. The requirements for advancement are given in the Boy Scout handbook. Note that Tenderfoot through First class requirements can be accomplished simultaneously.

Parents can help by reviewing the requirements with their Scout and helping him to plan a schedule for his advancement based on his abilities. The interest and support of the parents at this time can prevent many conflicts and much confusion later.

The **advancement records** are kept by the committee advancement chairman. When a Scout finishes a requirement as a given in his handbook, he should approach one of the Scoutmasters to have the requirement “signed off.” When satisfied that the requirement is met, the adult will date and sign the Scout's book. The Scoutmaster can also grant some Scouts the authority to sign off some specific requirements. The necessary documentation of advancement is provided to the advancement chairman by the approver. While the troop keeps a record of a Scout's advancement, the dates and initials in his book are the “official” record of his advancement.

When a Scout has completed all the requirements for advancement to the next rank, he schedules a Scoutmaster's Conference. After the SM conference, the Scout requests a Board of Review from the Advancement Chairman. Boards of Review are held as needed as long as at least three committee members are present. There are times when a board must be delayed due to the number of candidates. When a Scout has passed the Board of Review, the advancement is entered in his records and reported to the Baltimore Area Council on the monthly advancement report.

The rank patch will be awarded at the same meeting in which it is earned, if possible.

Merit Badges

Before a Scout begins working on a merit badge, he must obtain a **blue trifold merit badge card** from the troop or scribe or the advancement chairman, fill it out appropriately, and have the front signed by the Scoutmaster, or other troop leader. There is a current list of merit badge counselors on the Troop website. **No work can be done on the merit badge** without first contacting the merit badge counselor. The troop prefers that a parent not serve as merit badge counselor for his/her own Scout, although this can be waived under some circumstances.

The Scout must contact one of the registered merit badge counselors who will guide his progress and sign off requirements as they are accomplished. The troop maintains a list of registered merit badge counselors for the troop, and there is another list for the district.

A separate merit badge booklet is available for each merit badge. They can be purchased from the Scout shop at a cost of about \$3.25 each; some are available from Sunny's Surplus; some can be found in the library, or can be borrowed from the troop library or a fellow Scout.

When the Counselor signs that the merit badge is complete, the Scout submits the entire blue card to the advancement chairman. The merit badge is awarded to the Scout at the same meeting that it is recorded, if available from the troop supply. His official card is awarded at the next court of honor.

Current merit badge requirements can be found online at www.meritbadge.org, www.usscouts.org, and <http://www.crwflags.com/4rd/>.

Order of the Arrow

The Order of the Arrow (OA) is an organization of honor campers recognized by a Scout's peers. The Order is dedicated to cheerful service to others.

A boy cannot actively seek membership in the Order of the Arrow. Only a small percentage of each troop is ever elected to membership. Once a boy is "tapped out" at an Order of the Arrow campfire ceremony, he is required to attend an ordeal weekend where, if he completes all requirements, he is invited into the fellowship of Scouts in the Order of the Arrow.

Election to the Order of the Arrow is one of the highest honors a troop can bestow upon a boy.

Election means that he has demonstrated excellent camping skills and citizenship. It also shows that the other Scouts in the troop view this candidate as one who most exemplifies the cheerful selfless services to others that is embodied in the Oath, Law, and Slogan. To be eligible for election, a boy must have the Scoutmaster's recommendation, be a First Class Scout, and have fifteen days and nights of camping experience within the last two years, which must include long term camping that consists of at least five nights.

Order of the Arrow activities are open to adult leaders as well and provides members another avenue of service to Scouting.

Troop Finances

It is important for the troop to be able to function in a financially responsible manner, and our troop has a variety of means of earning money to support its program. The troop receives no financial support from the chartered organization.

There is an annual registration fee per Scout that is approximately \$20.00. This includes a subscription to the official Scouting magazine, Boy's Life. The Troop Committee has established that each Scout pays \$20 for each campout to cover camp fees and food cost. On weekend camping trips, food cost typically should run \$10 per Scout. The current cost of summer camp is typically on the order of \$250. The Troop has several opportunities each year to raise money for the treasury. Each year, in the late fall, Boy Scouts all over the country participate in a popcorn sale to raise money. For several years, we have held a spring mulch sale. Suggestions for fundraisers are always welcome. The troop committee decides on the distribution of funds raised between the general troop account and the fund held for each boy according to his participation.

Parents of boys who feel that they are not in a position to meet the financial requirements of the troop should contact the Scoutmaster or the Troop Committee Chairman. **Funds are available to insure that no boy is denied the experience of Scouting due to financial hardship, but it is expected that each Scout participate in fund raisers to help in paying his own way and in helping to provide for other Scouts.**

Troop Equipment

The troop has invested a lot of money in camping equipment, which is at the disposal of boys and adults for troop-sponsored camping trips. This equipment has been acquired over the years and is important to the success of the camping trips the troop takes.

Keeping this equipment clean and serviceable is a major task. Each time the equipment (tents, tarpaulins, water containers, griddles, cook kits, saw, axes) and other assorted items are used, they are subjected to wear and tear. **It is the responsibility of the Scouts** in the troop who use this equipment to see that it is kept clean and serviceable. After each camping trip, it is the responsibility of the Patrol Quartermasters to see that equipment used is clean properly and returned to the troop at the next meeting, or that the instructions of the Troop Quartermaster are followed. The help and cooperation of the boys and parents in this least liked task will be greatly appreciated.

It is expected that any troop tents be set up at home, **by the boys, not by the Moms or Dads**, swept or shaken out, and thoroughly dried. Mud must be removed and any parts of the tent that need repair are to be reported to the quartermaster when they are turned back in. Tents should **not** be washed using detergent. Detergent removes the waterproofing used to keep the tents from leaking. Only soap such as Ivory Snow soap flakes should be used, if strong cleaning is needed. In all cases, tents should be thoroughly dried before being placed back in their carry bags. Wet and damp tents tend to mildew. Mildew causes the material to lose its waterproof property.

Cook kits, chef kits, and stoves should be cleaned of all food remains and all greasiness, **by the boys, not by the Moms or Dads.**

Each patrol has a Patrol Quartermaster who is responsible for the condition and storage of camping equipment issued to the patrols and the patrol staples. He should assure that all patrol gear is clearly marked as belonging to his patrol. If a major repair or purchase is necessary, he should report it to the Troop Quartermaster, who will work with him to accomplish that task.

Camping General Information

Troop 382 tries to have one outing per month during the year. Most of these outings are camping trips. These trips are designed to provide boys an opportunity to meet overnight camping requirements for advancement and to experience living outdoors in a variety of seasonal conditions.

While camping, boys function as patrols, cooking their meals, cleaning up afterwards, and taking part in activities as a unit. After consultation with his patrol members, the patrol leader is responsible for seeing that a menu is planned whether he goes or not. The patrol decides who will buy the food. Meals include a Friday night snack; breakfast, lunch, dinner and a snack on Saturday; and breakfast on Sunday. **Money and permission slip should be placed in an envelope and turned in by the Scout to his patrol scribe at the troop meeting by the deadline given on the permission slip.** Deadlines for most events are marked on the calendar. Receipts should be submitted to the Treasurer for reimbursement.

All trips begin at Asbury UMC or the Arnold Elementary School unless otherwise stated.

Transportation

Boys and adults are transported to troop activities in the private cars of adult leaders or other adults who have volunteered to drive. Each seat in a vehicle must have a functioning seatbelt and it must be worn. Each driver must carry minimum insurance coverage required by the State of Maryland. Drivers are not reimbursed for the use of their cars while conducting troop business.

Health Forms Required for Camping

Each registered boy and adult must have a medical form/health history signed by a licensed physician on file with the troop. No Scout goes on a campout without such a form. The health form provides information to adult leaders regarding any chronic medical problems a Scout may have. It should list medications taken on a regular basis and any allergies he might have. If a boy has a condition that requires he be kept from strenuous activities, it should be noted on the health form. Each Scout and adult leader under 40 years of age needs a physical examination every three years by a licensed physician. Parents should update the medical information if the boy's medical needs or condition changes between physical examinations. Adults over 40 must have an exam on a yearly basis.

Medication

If a boy requires regular medication, parents must give it to the adult leader in charge of the outing before leaving on each trip. Boys shall not have medication of any kind in their possession without permission of the Scoutmaster.

Outdoor Code – As an American, I will do my best to—

BE CLEAN IN MY OUTDOOR MANNERS – I will treat the outdoors as a heritage. I will take care of it for myself and others. I will keep my trash and garbage out of lakes, streams, fields, woods and roadways.

BE CAREFUL WITH FIRE – I will prevent wildfire. I will build my fires only where they are appropriate. When I have finished using a fire, I will make sure it is cold-out. I will leave a clean fire ring, or remove all evidence of my fire.

BE CONSIDERATE IN THE OUTDOORS – I will treat public and private property with respect. I will use low impact methods of hiking and camping.

BE CONSERVATION MINDED – I will learn how to practice good conservation of soil,

Rules of Behavior for Meetings and Camping

While in camp or at meetings, the following rules will apply. Please review these with your Scout. Any Scout violating these rules may, at the adult leader's discretion, have his parents called to pick him up.

1. Boys are expected to demonstrate model behavior at all times. When behavior is deemed to be unacceptable, the boy will be counseled by two or more adults. If the boy's behavior continues to be unacceptable, the boy's parents will be called, and they will be asked to come and pick him up immediately. If necessary, a parent may be required to attend camping trips and other troop functions with their son and be responsible for their son's behavior. The troop cannot provide supervision for boys with habitual discipline problems.
2. The possession or use of alcoholic beverages, tobacco, illegal drugs, and weapons is strictly prohibited.
3. Scouts will be in their tents by such time as specified by the Senior Patrol Leader, and remain there until reveille the following morning.
4. There will be no running within the defined "camp" at any time.
5. No fighting of any kind will be tolerated. Malicious activities such as fighting, wrestling, hazing, intense teasing, pushing, shoving, chasing one another and the use of weapons such as a knife or stick will not be tolerated.
6. The sabotage of any equipment will not be tolerated.
7. No Scout will leave the camping area without proper authority.
8. Scouts will not use the equipment of others without direct permission of the owner. Borrowed gear will be promptly returned when the borrower is through using it.
9. Scouts without Totin' Chip qualifications will not use a knife, saw, or axe in camp unless they are being instructed in their proper use by a qualified instructor. Sheath knives or other "Rambo"-type, large knives are forbidden and should not be carried by boys or adults. Scout leaders can revoke a boy's Totin' Chip and require the boy to undergo additional knife training if the boy is found to be using a knife in a dangerous manner. The same applies to using an axe, hatchet, or saw.
10. Scouts without Firem'n Chit qualifications will not use matches to start, tend, or cook over an open fire unless they are being instructed in their proper use by a qualified instructor.
11. All Scouts will participate in the work in camp according to the duty roster. Scouts will report for their duties promptly and will continue until dismissed by the Senior Patrol Leader.
12. Each Scout is responsible for cleaning his own mess gear immediately after each meal.

13. The camp will be kept neat and clean and all times. Tent interiors will be tidy with bedrolls made up and personal gear properly stowed.
14. Scouts will not sleep in the same tent as adult leaders or parents, except in emergencies.
15. Where possible, tents will be erected by patrols (i.e., in the same area.) All members of the patrol will camp within this patrol area. Senior Scouts and Scout Leaders will be located within easy access to the troop.
16. If a campfire is burning, filled fire buckets are required. A Fire Marshall is also required to maintain watch at all times.
17. All medication properly labeled, with written instructions attached, must be turned in to the Scoutmaster or health representative at the start of the campout.
18. All money and valuables are brought to a Scouting event at the Scout's own risk. Money may be turned in to an adult for safekeeping, but we discourage bringing large quantities of money on a campout.
19. Boys are expected to be respectful to their adult leaders and heed their directions, unless they feel those directions are unsafe. They should bring safety concerns to the attention of the Scoutmaster or other adult in charge immediately.

Boy Leadership

Boy Scouting differs from Cub Scouting in that the program is planned and executed by the boys. During the year, the Scoutmaster and Assistant Scoutmasters meet with the Patrol Leaders Council (PLC), made up of the Senior Patrol Leader, Assistant Senior Patrol Leader, Patrol Leaders, Troop Guides, and others appointed to troop leadership positions, to plan the activities and meeting schedule for the year. This plan is reviewed by the Troop Committee and published for family information. At least once each month, the Patrol Leaders Council meets to plan future meetings and activities. The boys are responsible for ALL aspects of their activities. They decide what will be done, who will teach what, what games will be played, how much time is allotted to each activity, what materials are needed, etc. Their detailed planning is reviewed and approved by the Scoutmaster prior to implementation.

Since this is a boy-run program, and since Scouting is designed to be a learning experience, you should understand that success and failure lies in the boy's hands. While we watch very carefully what they do, barring safety or other extenuating circumstances, we will let them have the freedom to "sink or swim." Only when they are truly responsible will they really learn the lessons of leadership.

Positions of troop responsibility are given below. The positions marked with a ♦, when satisfactorily filled for the appropriate time, are the positions of responsibility that meet the requirements for advancement to Star, Life and Eagle ranks. In addition, there are positions within the patrol, which are necessary to the smooth operation of the patrol and the troop; they do not count as positions of responsibility for the purposes of advancement.

Please understand these duties along with your Scout, and understand that if he accepts such a position, he has obligations to the troop and his patrol, which will demand his responsible attention.

Senior Patrol Leader ♦

Responsible to: Scoutmaster

Presides over troop meetings, events, activities, the annual program planning conference and the patrol leaders' council – Appoints junior leaders with the advice and consent of the Scoutmaster – Assigns duties and responsibilities to other leaders – Works with the Scoutmaster in training junior leaders.

Assistant Senior Patrol Leader ♦ **Responsible to: Senior Patrol Leader**
Provides training and direct leadership to the troop scribe, librarian, historian, instructor, quartermaster, and chaplain aid – Helps to lead meetings and activities – Leads troop in the absence of the Senior Patrol Leader – Active member of the patrol leader’s council.

Patrol Leader ♦ **Responsible to: Senior Patrol Leader**
Appoints the assistant patrol leader with the Scoutmaster’s approval – Helps Scouts to advance – Plans and leads patrol meetings and activities, keeps patrol members informed – Assigns a job to each patrol member and helps them succeed – Represents the patrol at patrol leader’s council meetings and at the annual program planning conference – Prepares the patrol to take part in all troop activities – Develops patrol spirit – Knows what the patrol members and other leaders can do.

Assisitant Patrol Leader **Responsible to: Patrol Leader**
Assists the patrol leader in planning and leading patrol meetings and activities – Keeps patrol members informed – Helps prepare the patrol to take part in all troop activities – Takes charge of the patrol in the absence of the patrol leader – Represents the patrol at all patrol leaders’ council meetings in the absence of the patrol leader – Helps to develop patrol spirit – Assists other troop leaders to operate the troop successfully.

Troop Guide ♦ **Responsible to: Senior Patrol Leader & ASM, New Scout Patrol**
Introduce new Scouts to Troop operations – Guide new Scouts through early Scouting activities – Help new Scouts earn the First Class rank in their first year – Teach basic Scout skills – Coach the patrol leader of the new-scout patrol on his duties.

Troop Scribe ♦ **Responsible to: Assistant Senior Patrol Leader**
Keeps a log of patrol leader’s council meetings – Records attendance and advancement in troop records – Works with troop committee members responsible for finance records and advancement.

Troop Historian ♦ **Responsible to: Assistant Senior Patrol Leader**
Gathers photos and facts about past activities of the troop and keeps them in scrapbooks, wall displays, or information files – Takes care of troop trophies and keepsakes – Keeps information about troop alumni.

Instructor ♦ **Responsible to: Assistant Senior Patrol Leader**
Instructs Scouting skills as needed within the troop or patrols – Prepares well in advance for each teaching assignment.

Chaplain Aide ♦ **Responsible to: Assistant Senior Patrol Leader**
Keeps troop leaders appraised of religious holidays when planning activities – Assists the chaplain or religious coordinator in meeting the religious needs of troop members while on activities – Encourages saying grace at meals while camping or on activities – Tells troop members about religious emblem program of their faith.

Troop Quartermaster ♦ **Responsible to: Assistant Senior Patrol Leader**
Keeps records of patrol and troop equipment – Keeps equipment in good repair – Issues equipment and assures that it is returned in good order – Suggests new or replacement items – Work with patrol quartermasters and with troop committee member responsible for equipment.

Patrol Quartermaster **Responsible to: Troop Quartermaster and Own Patrol Leader**
Keep records of patrol equipment – Keeps equipment in good repair – Works with troop quartermaster.

Den Chief ♦ **Responsible to: Assistant Scoutmaster, Den Leader**
Serves as the activities assistant at den meetings – Helps with weekly den meetings and monthly pack meetings – Meets regularly with the den leader to review the den and pack meeting plans – Prepares Webelos and encourages all boys to join Boy Scouts – Presents list of crossover boys to the assistant Scoutmaster for the new boy patrol before crossover --- Helps the Cub Scouts to advance through their ranks – Is a friend of the boys in the den – Knows the purpose of Cub Scouting – Projects a positive image of Boy Scouting.

Order of the Arrow Representative ♦ **Responsible to: Scoutmaster, Senior Patrol Leader**
Acts as a liaison between the troop and the Order of the Arrow, keeping the troop advised of the OA activities, and arranging for the annual election of members.

Junior Assistant Scoutmaster ♦ **Responsible to: Scoutmaster**
Functions as an assistant Scoutmaster except for leadership responsibilities reserved for adults 18 years of age or older – Accomplishes all duties assigned by the Scoutmaster – You must be at least 16 years of age to serve as a junior assistant Scoutmaster. On your eighteenth birthday, you become eligible to become an assistant Scoutmaster.

Adult Leadership

Adult Troop Leaders

The troop encourages the participation of parents in the operation of our program. The needs of any troop are extensive and the only way we can meet those needs is to utilize the talents and resources of our parents. In order to guarantee a quality program of real value for your son, we ask for your help at some level of participation.

The **Scoutmaster** is the primary person responsible for the growth and advancement of the Scouts. The Scoutmaster should play a role of guide and counselor to the senior patrol leader, and support the senior patrol leader in his interactions with the rest of the Boy Scout leaders – assistant senior patrol leader, and the rest of the troop leaders. He should be present at all troop meetings and at the patrol leader councils which are held once a month. It is not necessary that he participate in all camp-outs, but he should enjoy camping, and should certainly attend many of the outings. The Scoutmaster serves at the discretion of the committee.

Assistant Scoutmasters are appointed by the Scoutmaster with the approval of the committee. They typically have specific areas of responsibility in the troop such as service, program, Venture crew, etc. Every boy deserves a trained leader. To this end, all assistant Scoutmasters are required to complete the full basic training program within two years. Committee members are also encouraged to attend and successfully complete at least the committee-level basic training.

Merit Badge Counselors are adults registered with the troop or with the district, for up to six merit badges. Counselors have an expertise based on education and/or experience (vocation or avocation) in the merit badge area. Participation as a counselor helps to enrich the program and facilitate advancement opportunities for the boys. Parents cannot be a merit badge advisor to their own son without prior committee approval. Counselors must register with the troop, but are not required to pay the registration fee.

Troop Committee Organization

Boy Scout troops operate under the auspices of a troop committee. The committee is composed of registered adults who make policy for the troop, consistent with the guidelines set forth by the Boy Scouts of America. Asbury United Methodist Church is the chartered organization for Troop 382. Parents are encouraged to register as members of the troop committee. The committee works hard to assure the implementation of the annual schedule of events presented by the boys through the PLC. The committee is similar to a board of directors. The troop committee's responsibilities are to:

- ▶ Secure the services of a competent Scoutmaster.
- ▶ Provide adequate meeting facilities.
- ▶ Advise the Scoutmaster on policies relating to the Boy Scout program and the chartered organization.
- ▶ Carry out the policies and regulations of the Boy Scout program and to encourage the adult leaders to carry out the program.
- ▶ Be responsible for troop finances.
- ▶ Obtain, maintain, and care properly for troop property.
- ▶ Provide an adequate camping and outdoor program
- ▶ Assure that adult leadership is assigned in case the SM is absent or unable to serve.
- ▶ Assure that the troop actively survives.

The **Chairman** is responsible for making sure that the various committee members understand their duties, and that they perform those duties in a timely manner.

The **Outdoor Activities Chairman** is responsible for working with the chairman and the treasurer to reserve campsites and turn in tour permits and fees. This member provides permission slips and works with the troop scribe to collect permission slips and money.

The **Advancement Chairman** keeps the records of advancement and merit badges earned; has the authority for arranging boards of review and responsibility for reporting Scouts' progress to Council.

The **Membership/Relations Chairman** is responsible for the annual rechartering verification and signing up new members when they join. The position also solicits help from parents and works with the patrol leaders to insure that the troop doesn't lose Scouts from general neglect.

The **Fundraisers Chairman** is responsible for overseeing the fundraisers conducted by the troop.

The **Health & Safety Chairman** is responsible for keeping the physical exam forms for the Scouts and Scouters. He must insure that physicals are up to date appropriate to the outing. For each event, the chairman provides a copy of the physical of each attendee to the Scoutmaster.

The **Service/Good Turn Chairman** is responsible for coordination the annual Good Turn for Scouting for Food drive. This chairman is also the counselor for service projects..

The **Chaplain** works with the chaplain's aide to provide a spiritual tone for troop meetings and activities, and encourages the Scouts to participate in the annual religious retreats and Scout Sunday.

The **Court of Honor Committee** is responsible for supporting the troop in the quarterly Courts of Honor. The committee coordinates with the Advancement Chairman to insure that all merit badge and advancement cards are filled out, and that Mother's pins and other awards are prepared, and provides a written program. In addition, this committee organizes light refreshments for the fall Court of Honor, and organizes the February Family Dinner Court of Honor.

Adult Responsibilities and Code of Conduct

Registration

Most of the adults associated with Troop 382 are parents of boys in the troop and are registered as leaders in a variety of positions within the Boy Scouts of America. Parents of boys in the troop are encouraged to register with their sons and become involved with the activities to the degree they wish to become involved. A parent wishing to take part in troop activities should register since that registration provides a degree of liability insurance coverage not otherwise offered.

Volunteering Time

A variety of tasks are required to keep the troop functioning. Some include large commitments of time and training while others are less demanding. No matter how much time you feel you can contribute to Scouting there are things you can do to help out that will be of value to the troop and greatly appreciated by others.

Adult Leadership Training

Adults who wish to take part in the troop on a regular basis are encouraged to avail themselves of the numerous training opportunities offered. The Boy Scout Leaders Fast Start and the Youth Protection Training courses are now available on-line at: <http://www.olc.scouting.org>

A "New Leaders Essentials" course is offered to all new adults in Scouting. At least twice a year, a basic adult leadership course is offered to provide training for Scoutmasters, Assistant Scoutmasters, Troop Committee Chairman, and committee members. The troop pays 100% of this training. There are two tracks – one for the Scoutmaster corps (including assistant Scoutmasters), and one for committee members.

Once an adult has completed the basic training, he or she is eligible to attend the advanced adult leadership training called "Woodbadge." Woodbadge is offered over a five week period in late September and October each year. It is a meaningful experience for the individual and helps to reaffirm one's commitment to Scouting.

Conduct

Adults are expected to conduct themselves in a manner consistent with the objectives of Boy Scouting. This includes appropriate language at all times, not using tobacco products in the presence of Scouts, and the **total and absolute exclusion of alcoholic beverages** while engaging in troop activities.

Policies and Procedures

The following is a compendium of policies adopted by the committee for the operation of the troop. These are our “by-laws” for operation.

ADULT TRAINING

The troop encourages all adults associated with the troop to take the adult basic training course which includes Quick Start and New Leader Essentials, which can be taken on line at <http://www.olc.scouting.org>

1. As appropriate, the troop encourages all adults associated in Scouting to take the Woodbadge training.
2. Reimbursement of Fees
All fees incurred by adults taking basic training will be fully reimbursed upon completion. Registration for Woodbadge will be reimbursed as follows:
 - 50% upon completion of the “course.”
 - 50% reimbursement upon completion of the ticket.

ADVANCEMENT

1. **BOARDS of REVIEW – Tenderfoot through First Class**
Boards of review are held as scheduled by the Advancement chair. The Scout must request a board of review in writing to the advancement chairman at least one week in advance, and after completing all other requirements. A review board consists of three, but not more than six adults, one of whom must be a registered Scouter. That person serves as the chair for the review board. The Scoutmaster and Assistant Scoutmasters cannot be members of the review board.
2. **BOARDS of REVIEW – Star, Life, Eagle**
Boards of review will be held upon written request by the Scout, to the Advancement Chairman, after all requirements are completed. These boards will be held as scheduled by the Advancement Chair.
3. **Sign-off**
The Scoutmaster or any assistant Scoutmasters can sign-off on the Tenderfoot through First Class requirements. Merit Badge counselors may also sign-off on advancement requirements that are within the areas of expertise. Select Scouts, approved by the Scoutmaster, will be allowed to sign-off on specifically designated advancement requirements. It is recommended that parents leaders not sign-off for their own Scouts.
4. **“Active member...”**
One of the requirements for the rank of Eagle requires a Scout to be “an active member” of the troop for six months. After an extended period of inactivity, a Scout must resume active

participation in troop activities for a period of at least three months. This is interpreted by Troop 382 to mean regular attendance at troop meetings and participation in troop activities. He should wear the uniform as prescribed by the Patrol Leader Council and the Scoutmaster.

EQUIPMENT

1. All equipment purchased for troop or patrol use must be done through the committee. No independent soliciting by patrol will be allowed. If a parent donates any equipment, it will be troop equipment for the use of the entire troop.

RECHARTERING

1. Paperwork

Each November an announcement about re-registration will be made in a newsletter. Forms will be mailed to each family with a statement of the Scout account funds available to the family. The deadline for return will be set during the month of December by the committee in coordination with the membership chair (MBR). Those families not returning the forms by that date will be called at least once and reminded. Subsequent calls will be made at the discretion of the MBR doing the paperwork for re-charter.

2. Scout Accounts

Those Scouts not re-registering will be sent a personal letter, with “return receipt requested,” informing the Scout as to the status of his account and that he has 30 days from the receipt of the letter to provide appropriate sales receipts to claim against his Scout account. After that 30 days, the Scout account money reverts to the troop. Appropriate receipts include any purchases of a camping nature, made by the Scout/former Scout.

ADMITTING NEW MEMBERS

The Membership chair (MBR) gives to each new Scout and Scout family the following items.

1. Scout Application
2. Adult Scouter Application
3. Troop 382 Family Handbook

The Membership Chairman (MBR) is responsible for the following:

- Receives Scout application and any fees due.
 - Money forwarded to Treasurer (TRS).
 - Copy made of application and placed in Scout’s folder.
 - Health information to Health and Safety Chairman.
 - Application and appropriate fees forwarded to Council.
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- The adult Scouter application and the merit badge counselor application should be approved by the committee before acceptance for forwarding, and therefore go to the Committee Chairman (CC) first.
 - Except for the health form and physical form, all forms not sent to BSA should be finally filed in each Scout’s folder. These files are kept with the MBR or with the CC.

- MBR gives and collects all items below and forwards each to the indicated adult who records pertinent information and then forwards it onward as indicated.

<u>ITEM</u>	<u>COLOR</u>	<u>RETURN TO</u>
Scout information for official records	Official form	Advancement Chair
Additional family information	Pink	Advancement Chair to Scoutmaster
Health physical form	Fluorescent yellow	Health and Safety Chairman
Adult Scouter application	Official form	Committee Chair
Merit badge counselor application	Yellow	Committee Chair to Committee
Adult participation signup (as available)	Fluorescent orange	Committee Chair

PATROL AND TROOP LEADERSHIP

1. Positions of leadership

Positions of leadership, for the purpose of advancement are the following:

Senior Patrol Leader	Asst. Senior Patrol Leader	Patrol Leader	Librarian
Quartermaster	Historian	Scribe	Instructor
Junior Assistant Scoutmaster	Chaplain's Aide	Den Chief	Bugler
Order of the Arrow Representative			

2. Requirements

Setting the requirements for election or selection to each of these positions will reside with the Scoutmaster.

Senior Patrol Leader

- Must be Star, Life or Eagle rank, OR have the approval of the Scoutmaster at First Class.
- Must have served as patrol leader.

Assistant Senior Patrol Leader

- Must be Star, Life or Eagle rank, OR have the approval of the Scoutmaster as First Class.
- Must have served as patrol leader.
- Is selected by the senior patrol leader.

Patrol Leader

- Must be First Class rank, except for the new Scout patrol.
- In the New Scout Patrol, this position rotates through the boys by election every 4 to 6 weeks.

Junior Assistant Scoutmaster

- Must be at least 16 years old and not yet 18 years old.
- Appointed by the Scoutmaster on the basis of leadership ability.

SCOUT ACCOUNTS

1. Purpose

Scout accounts are maintained for the purpose of allowing the Scout to earn the money to pay for his campouts, summer camp, uniforms, and items of camping gear. While all monies raised by fundraisers belong to the troop, the troop will hold funds in a Scout's name for the purposes of paying for his participation and purchases as stated above.

2. Opportunities

As opportunities arise, fundraisers will be arranged allowing the Scouts to earn funds for their Scout accounts. The decision on how the funds will be apportioned between the troop and the scouts will be determined for each event individually.

3. Annual Reporting

Each November an announcement about re-chartering will be distributed to each family. Those Scouts not reregistering will be sent a personal letter, with a "return receipt request," informing the Scout as to the status of his account, and advising him that he has 30 days from receipt of the letter to provide appropriate sales receipts to receive reimbursement from troop Scout funds being held in his name. After that 30 days, the funds in the Scout's account reverts to the troop.

4. Transfers

When a Scout transfers to a new BSA troop, his Scout account will be transferred upon written request from that troop.

UNIFORMS

1. THE FIELD UNIFORM (Class "A: Uniforms):

BSA button-up shirt with appropriate insignia and rank patch
BSA merit badge sash
BSA slacks or shorts
Web or leather belt
Troop scarf with slide
Order of the Arrow sash
Scout socks and shoes
Any official BSA hat – optional. If you wear a hat, it should be a Scout hat

2. Class "B" uniforms

BSA tan button-up shirt with proper insignia and rank patch
Troop scarf with slide – Scout rank wears yellow BSA scarf
Dark colored slacks or shorts
Web or leather belt
Dark socks and shoes – soft-soled for meetings

3. THE ACTIVITY UNIFORM (Class "C" uniform)

Any BSA activity shirt or camp shirt
Solid colored slacks or shorts
White socks and shoes – soft-soled for meetings, sturdy shoes for camping

4. When to Wear What

BOARDS OF REVIEW & COURTS OF HONOR	-- Class "A"
OFFICIAL CEREMONIES (to be designated)	-- Class "A"
SCOUTMASTER CONFERENCE	-- Class "A"
TROOP OPENING FLAG BEARERS	-- Class "A" preferred -- Class "B" required as minimum
RECEIPT OF AWARDS	-- Class "A" preferred -- Class "B" required as minimum
MEETINGS	-- Class "A" preferred for all meetings

Class "B" or "C" may be worn for all other meetings, provided the Scout is not involved in the flag ceremony or that it is not a special meeting.

CAMPOUTS	-- Class "A" is preferred for travel -- Class "B" is required as a minimum for travel -- Class "C" is used for camp activities
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5. "Experienced Uniform" Locker

The troop operates a used uniform purchase/exchange service. Pieces of uniform are available, as supply permits, at a nominal fee of \$5 each. Or a Scout may exchange a piece of uniform that he has outgrown for a piece in the right size, if available.

FINANCES

1. All purchases of supplies and equipment, other than those made by the advancement chair for the purpose of recognition of advancement and merit badge completion, must be approved by the committee prior to purchase.
2. Receipts are required for reimbursement and must be turned in within 45 days of the event's conclusion.

FUND RAISERS

1. Opportunities
Each event is considered by the committee, which describes how the funds are to be apportioned.
2. The senior patrol leader or his substitute, designated by the senior patrol leader with the concurrence of the Scoutmaster, will be responsible for the possession of a log. EACH SCOUT participating in the event will be responsible for signing in and out while WORKING in an event for which hours worked are the means of determining the division of the profit from a fund raiser.
3. Parental labor is generally included; sibling labor is not counted.

SERVICE

The Senior Patrol Leader or his substitute, designated by the Senior Patrol Leader with the concurrence of the Scoutmaster, will be responsible for the possession of a log. EACH SCOUT participating will be responsible for signing in and out to account for hours worked. With prior arrangements, an adult may be designated as a responsible substitute for recording hours of service.