

TROOP 145 GARLAND, TX

A handbook for Scouts and Parents

Revised January 1, 2010

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Introduction

This handbook is designed to serve as practical guide to the operation of Troop 145. Scouts, adult troop leaders, and parents are asked to read and be familiar with its contents. Questions should be directed to any of the adult leaders.

This handbook is used as a companion to the Troop Committee Guidebook, the Scoutmaster Handbook, the Boy Scout Handbook, and other appropriate Scout publications.

The policies contained in this handbook will be periodically reviewed and revised as necessary. A separate publication containing the troop by-laws is also available. This handbook is not intended to replace the by-laws.

Chartered Organization

Troop 145 is chartered to Gloria Dei Lutheran Church, 1333 Beltline Road, Garland, Texas. Rechartering, the annual renewal of Scout membership, takes place each January.

Troop Philosophy

Troop 145 is boy led. Our goals are:

- 1) to help the boys to develop moral strength and character;
- 2) to learn and practice good citizenship,
- 3) to develop physical, mental, and emotional fitness
- 4) to develop leadership, and
- 5) to have fun

These goals will be accomplished in the following ways:

Ideals. The ideals of Scouting are explained in the Scout Oath, Law, Motto, and Slogan. The Scouts measure themselves against these ideals and continually try to improve.

Patrols. The patrol method gives Scouts experience in group living and citizenship. It places a certain amount of responsibility on the boys and teaches them how to accept it.

Outdoors. Scouting is designed to take place outdoors. It is in the outdoors that the Scouts share responsibilities and learn to live with each other. It is here that skills and activities practiced at troop meetings come alive.

Advancement. Scouting provides challenges and recognition through rank advancement. The Scout plans his advancement and progresses at his own pace as he overcomes each challenge. He is rewarded for each advancement, which helps him gain self-confidence. The steps in the advancement system help a boy grow in self-reliance and in the ability to help others.

Adult Association. Boys learn from the positive examples set by their adult leaders. Association with adults is an important element in a boy's development.

Personal Growth. As Scouts plan their activities and progress toward their goals, they experience personal growth. Doing "Good Turns," by helping others, is a major part of the personal growth method of Scouting.

Leadership Development. Scouting encourages boys to learn and practice leadership skills. Every Scout has the opportunity to participate in both shared leadership and total leadership situations.

Uniform. The uniform makes the Scout troop visible and creates a positive youth image. Wearing the uniform shows a commitment to the aims and purposes of Scouting.

Troop Website

A website is maintained at www.troop145.org for the troop. We strive to keep it up to date. Please let us know if you find incorrect information on the website.

Joining Requirements

Each boy joining Troop 145 must complete the following:

- Boy Scout Application
- Payment of fees

In addition, a Scout uniform and Scout handbook should be acquired.

Finances

New Member Fees

For new troop members, currently registered in Boy Scouts of America, such as Webelos joining the troop a fee of \$1.00 is charged. This covers the transfer of current registration to the troop. New members not currently registered with BSA are required to pay the normal registration fee which is \$35.00 and includes Boy Scout registration fee, insurance, and a subscription to Boys' Life magazine. The fee is prorated according to the BSA application.

In addition, new members are required to pay a pro-rated amount for transportation fees based on the month they join the troop as follows:

- January - \$60.00
- February - \$55.00
- March - \$50.00
- April - \$45.00
- May - \$40.00
- June - \$35.00
- July - \$30.00
- August - \$25.00
- September - \$20.00
- October - \$15.00
- November - \$10.00
- December - \$5.00

For new members joining in January through May, the fee can be split between the month that they join, and June. Members joining in June through December will need to pay the entire amount upon joining.

Annual Registration Fee

The yearly registration fee of \$35.00 is due by the 3rd Monday in January.

Transportation Fee

Each January, the yearly transportation fee of \$60.00 is due. This fee can be split and paid \$30.00 in January and \$30.00 in June. This fee is due from all Scouts in the troop, regardless of attendance to campouts and outings.

Financial Hardships

No boy will be denied admission to the troop due to an inability to pay the registration fees. In addition, no youth member of the troop will be denied the opportunity to participate in troop

activities due to an inability to pay the activity fees. If there is a financial hardship, please contact the Scoutmaster or Troop Committee Chair.

Adult Leader Fees

Registration fee for adult leaders is \$15.00 per year.

Dues

In addition to the registration and transportation fees, troop dues of \$5.00 per month are charged for each Scout. Dues are used for awards, badges, and meeting activities. Dues must be kept current. If they are not, the Scout will not be allowed to schedule a Board of Review or receive advancements or awards.

Activity Fees

Fees will be charged for camping trips, to cover the Scout's portion of the patrol's food. Additional fees may be charged for additional camping fees and/or special activities which may or may not be associated with camping.

Troop Finances

Troop finances are managed by the Troop Treasurer. Each Scout has the opportunity to establish a Scout account with the treasurer. Money is put into the account from Scout deposits, reimbursements, or fundraisers. The money can be used to pay for Scout activities.

Activities

Troop 145 provides a variety of activities for its members. A calendar is published on the website which lists all troop activities.

Meetings

Troop meetings are normally held on Mondays from 7:00 p.m. until 8:30 p.m. in Johnson Hall at Gloria Dei Lutheran Church, 1333 Beltline Road. Garland, Texas 75040.

Outings

The troop holds monthly outings. These are usually weekend camping trips held the third weekend to a variety of exciting destinations.

Summer Camp/Winter Camp

Attendance at summer camp during the month of June is a troop tradition. The troop usually attends one of the Circle Ten Council's camps or a camp selected by the boys. The troop normally attends Circle Ten's Winter Camp from December 26th to December 31st.

Service Projects

Service to others is a Scouting hallmark. The troop regularly participates in community and camp service projects.

Courts of Honor

Courts of Honor are special ceremonies to recognize the members of our troop for their rank advancements and their accomplishments. They are usually held every six months. Parents and other family members are encouraged to attend.

Uniforms

Both Scouts and adult leaders are required to have a Scout uniform. The troop field uniform consists of the following:

- Scout shirt
- Belt ; pants with belt loops
- Correct badges and patches as appropriate
- (Formal occasions and Boards of Review also require the troop neckerchief)

In addition, Scouts and adults are encouraged to have a minimum of two Troop 145 T-shirts which are available for sale from the troop at a nominal charge. These shirts are the troop's activity uniform. Any Boy Scout shirt is acceptable for use as an activity uniform. Shirts with non-Scouting logos are not appropriate.

The uniform must be kept clean and neat. Patches are to be sewn on in the correct locations according to Boy Scout specifications. Shirt tails must be tucked in. Non-Scout caps should not be worn with the uniform. The Troop often has some used uniforms available. To inquire about them please see the Scoutmaster or Committee Chair.

Advancement

Rank Advancement

Scouts will advance through the six Boy Scout ranks at their own pace. Troop activities are provided to help the Scouts learn the skills required to advance.

There are four steps in advancement:

- 1) The Scout learns the skills. This is done by taking an active part in troop programs.
- 2) The Scout is tested. After he has learned the skill, he must demonstrate his knowledge to one of the adult leaders.
- 3) The Scout is reviewed. When he has completed all of the requirements for a rank, the Scoutmaster will confer with the Scout, then the Scout will appear before a troop Board of Review. The board is composed of members of the troop committee. They will review the Scout's progress with him.
- 4) The Scout is recognized. Rank advancements are recognized immediately, presented as soon as possible, and formally recognized at the Court of Honor.

Merit Badges

Merit badges, which are required for advancement, are earned by Scouts for fulfilling requirements in specific fields of interest. Merit badges can be earned through classes conducted by the troop, at summer and winter camps, at merit badge camp, and individually. Troop 145 provides a list of registered adult leaders who are qualified Merit Badge Counselors.

Parents with knowledge and skills in a particular merit badge are invited to become merit badge counselors. Please contact the Advancement Coordinator for details. All merit badge counselors must be registered with the Boy Scouts of America. Please note that the adult registration for merit badge counselor is in addition to the normal adult registration.

Troop 145 provides a process for all merit badges earned inside or outside the troop to be reviewed by a Troop 145 Merit Badge Counselor. This assures the Scout's advancement records will be documented through the Troop's Advancement Records.

Equipment

Personal Equipment

Prior to attending his first camping trip, each Scout will need the following:

- Boy Scout Handbook (needed immediately)
- Sleeping bag
- Personal eating utensils/mess kit
- Flashlight
- Water bottle
- Poncho or rain jacket /pants
- Change of clothing

Other equipment such as backpacks, hiking boots, and personal cook kits may be acquired as needed for older Scouts.

Troop Equipment

The troop maintains an inventory of equipment including tents, dining tarps, cooking equipment, and other camping gear. This equipment is purchased by the troop.

Behavior

Youth Behavior

Scouting activities are fun, memorable experiences, and the troop leaders want the Scouts to enjoy themselves at all times. Their fun and enjoyment must, however, stay within the boundaries of proper behavior. Not only does inappropriate and disruptive behavior ruin the Scouting experience for others, it can also be dangerous.

Examples of misbehavior and inappropriate activities include, but are not limited to, the following:

- Disrupting activities
- Not following rules
- Not following safe Scoutcraft procedures
- Being uncooperative
- Intentionally damaging property or equipment
- Hitting, fighting, or similar actions
- Doing anything that would be considered dangerous
- Leaving a designated area without an adult leader's permission
- Using inappropriate language
- Smoking
- Gambling
- Using illegal drugs or alcohol
- Refusing to take prescribed medications
- Disobeying the leaders or adult volunteers

The consequences of misbehavior will vary depending upon the severity of the activity. These consequences can include warnings, sitting out during an activity, parent conferences, being sent home from an activity, and expulsion from the troop. In most cases, a progressive form of discipline is used. This means that the Scout would be first be given a warning. If the misbehavior continues, he would be required to sit out during an activity. Continued misbehavior would include the other consequences listed above. If the misbehavior is severe enough, however, the appropriate disciplinary action will be taken, without regard to the use of progressive discipline.

Scouts are responsible for paying for the repair or replacement of any troop equipment that is lost or damaged as the result of misbehavior.

Adult Behavior

All adults working with the troop are required to conduct themselves in a courteous and professional manner. Adults are expected to lead by example and to be a proper role model for the Scouts.

Medications/Health concerns

The Scoutmaster must be notified of any medications that a Scout must take while on a troop activity. The type of medication to be taken and the type of outing will determine whether the Scout will keep his medication himself or give it to one of the adult leaders.

A Scout should continue his regular medication while attending troop activities. Medication should be discontinued only on a doctor's orders. Any medication sent with a Scout must be in the original prescription bottle. In addition, written instructions must be sent with the medication. The instructions must be signed and dated by a parent and must include the following information:

- Name of Scout
- Name of medication
- Reason for medication
- How medication is to be taken
- Dosage and frequency
- Any other pertinent information

Please inform the Scoutmaster/Tour Leader for each campout if your son has any other health concerns such as allergies, etc. in addition to explaining this information on medical forms.

Safety

Scouts are expected to follow safe practices at all times and especially when working with axes, knives, and saws. In addition, Scouts are required to follow safe procedures around fires. Failure to follow safe practices will result in disciplinary action.

Prior to using an ax, knife, or saw, each Scout must obtain a "Totin' Chip" card. The card must be kept with him when using an ax, knife, or saw. Also, prior to building a fire, each Scout must obtain a "Firem'n Chip" card.

Due to safety reasons, Scouts are not allowed to bring the following items on any troop activity:

- Axes or hatchets
- Sheath knives
- Any knife with a blade longer than four (4) inches
- Wire saws
- Hot spark fire starters
- Aerosol cans

Patrols

Troop 145 will have as many patrols as necessary to accommodate the number of Scouts in the troop. Changing patrols is discouraged. However, a Scout may be allowed to switch patrols upon approval of the Scoutmaster and with the concurrence of the patrol that the Scout wishes to join. Patrols may not change their name, unless special permission is granted by the Scoutmaster. New patrols are allowed to choose their own name, subject to approval of the Scoutmaster.

Junior Leaders

A variety of leadership positions are available to the Scouts of Troop 145. Leadership development is an important part of the overall troop program. Some of the positions available include:

Senior Patrol Leader

The Senior Patrol Leader is the top junior leader. He must be at least a Star Scout. He is elected by the members of the troop for a six month term

Assistant Senior Patrol Leader

The Assistant Senior Patrol Leaders fill in for the Senior Patrol Leader when necessary. They act under the direction of the Senior patrol Leader and provide leadership to other junior leaders. They are elected for six month terms and must be at least a Star Scout.

Patrol Leaders

Patrol Leaders are elected by members of their patrol for six month terms. Patrol Leaders represent their patrol at the Patrol Leader's Council and work directly with the Scouts in their patrol.

Den Chiefs

Den Chiefs must be at least a First Class Scout, unless a special exception is granted by the Scoutmaster. Their service as a Den Chief requires the approval of the Scoutmaster and the Cubmaster of the pack where they wish to serve.

Junior Assistant Scoutmasters

Junior Assistant Scoutmasters must be at least 16 years old but less than 18 years old. They are appointed by the Scoutmaster. The troop may have more than one Junior Assistant Scoutmaster.

Troop Positions of Responsibility

These include Scribe, Historian, Librarian, Chaplain Aide , Bugler , Quartermaster, Webmaster, Leave No Trace Trainer and are elected for six month terms. Order of Arrow Representative and Troop Guides are appointed by Scoutmaster for six month terms.

Patrol Leaders Council

The Senior Patrol Leader, Assistant Senior Patrol Leader, and Patrol Leaders make up the Patrol Leaders Council. The other positions of responsibility also meet with the PLC. The council meets as needed to plan troop activities.

Troop Leadership Training

All troop officers, Patrol Leaders, and Assistant Patrol Leaders are required to attend Troop Leadership Training. In addition, troop leaders are encouraged to participate in district and council training programs. Oak Leaf and NYLT are strongly encouraged.

Elections

Elections for Troop Leadership positions are held in March and September each year except for the Senior Patrol Leader and Patrol Leaders who are elected in December and June.

Adult Leaders

The adult leaders of Troop 145 are committed to delivering the promise of Scouting. Adult leadership functions in the following ways.

Troop Committee

All interested parents are invited to serve on the Troop Committee. Their responsibilities include supporting the troop program and handling troop administration. Specific duties include troop finances, fund-raising, record keeping, troop communications, and handling boards of review. The committee annually elects a Troop Committee Chairperson. The chairperson then appoints other committee officers.

Scoutmaster

The Scoutmaster is appointed by the Troop Committee with approval of the Chartered Organization for an expected term of three years. Minimum qualifications include one year of experience as an Assistant Scoutmaster in Troop 145 and completion of Leader Specific Training. Completion of Wood Badge training is highly recommended, though not required.

Assistant Scoutmasters

Assistant Scoutmasters are selected by the Scoutmaster and Troop Committee. There are no minimum qualifications other than a desire to work with Scouts and to be a proper role model.

Training Requirements

Trained leaders are one of the keys to a successful Boy Scout program. To that end, the troop recommends the following training for its adult leaders.

Scoutmaster

Prior to becoming Scoutmaster, the following training is recommended:

- New Leader Essentials
- Scoutmaster/Assistant Scoutmaster Specific Training
- Introduction to Outdoor Leader Skills
- Wood Badge Training
- Youth Protection Training
- Safe Defense Swim Training
- Safety Afloat Training
- First Aid and CPR Training
- Severe Weather Training
- Climb On Safely/Trek Safely

Assistant Scoutmaster

- Fast Start Video Training
- Youth Protection Training
- New Leader Essentials
- Scoutmaster/Assistant Scoutmaster Specific Training
- Introduction to Outdoor Leader Skills
- Wood Badge
- Safe Defense Swim Training/Safety Afloat Training
- Severe Weather Training

Troop Committee Chair

- Fast Start Video Training
- New Leader Essentials
- Youth Protection Training
- Troop Committee Specific Training
- Scoutmaster/Assistant Scoutmaster Specific Training
- Wood Badge

Troop Committee Member

- Fast Start Video Training
- New Leader Essentials
- Youth Protection Training

Troop Committee Specific Training

Please note that it is a requirement of Troop 145 that any adult that will transport or accompany the boys on any outing be currently trained in BSA Youth Protection Training. Current Auto Insurance and Vehicle information must be submitted to the Troop Committee prior to transporting Scouts.

All parents are invited and encouraged to participate in Troop activities. No matter what your skill level, we have a job for you. Scouting doesn't happen without adult volunteers.

If you have any questions about Troop Policy, please contact the Troop Committee Chair or the Scoutmaster. Please be sure to obtain and review the Bylaws of Troop 145.