

TROOP MANUAL



Revised: 4/13/07

INTRODUCTION

The Scout Law: A Scout is trustworthy, loyal, helpful, friendly, courteous, kind, obedient, cheerful, thrifty, brave, clean and reverent.

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

These tenants guide the Boy Scouts. Troop 418 is chartered by the Hilliard Presbyterian Church, 3600 Leap Road, Hilliard, Ohio, 43026. It is under the direction of the Buckeye District of the Simon Kenton Council and Boy Scouts of America.

Our Troop focused on:

- 1) Fun
- 2) Learning Responsibility
- 3) Achievement

IN THAT ORDER! The Troop recognizes that after family and school, no learning or achievement can occur if the Scout does not have fun. All activities are planned with these proprieties.

I. TROOP ORGANIZATION

In the true spirit of Boy Scouting, whenever possible, we strive to allow the Scouts to plan and carry out troop organization. This may not lead to perfect organization; however it is how Scout Troops should be run. Attached is a general Troop Organizational Chart. Listed below is a detail of the four levels of organization in our Troop.

A. Charter Organization

All Boy Scout Troops must originate from a charter organization. Our charter organization is the Hilliard Presbyterian Church. The church graciously allows us the use of its facilities and is the formal owner of all troop gear. We use the church's tax exempt status to purchase all troop gear. In turn we strive to do periodic service projects for the church to show our gratitude. Each year in February we participate in the Scout Sunday service at the church whereby the church recognizes the commitment and achievement of the troop and we show our appreciation for the significant efforts put forth by the church. Attendance at this yearly service is highly recommended.

B. Troop Committee

The Troop is steered by the Troop Committee which is the governing body of the Troop. It is made up of a chairman, treasurer, secretary, advancement chairman, service project chairman and other positions as needed.

The two main duties of the Troop Committee are support and administration. The Committee makes all Troop rules and approves all major expenditures. Monthly meetings are held the second Tuesday of every month. All parents and interested persons are welcome to attend.

C. Adult Leaders

The Scoutmaster is the head executive adult. He or she is assisted by several Assistant Scoutmasters, which have various duties. All Scoutmasters and Assistant Scoutmasters must have completed Blackfoot, Okama or advanced adult leader training.

D. Junior Leaders

The Scouts under a method known as the "Patrol Method" run all Boy Scout Troops. This method seeks to increase the maturity and responsibility of the individual Scouts.

The Troop is run the Senior Patrol Leader (SPL) and is broken down into numerous patrols with anywhere from four to eight Scouts. Each patrol has a Patrol Leader (PL), Assistant Patrol Leader (APL), Quartermaster, Scribe and other positions, which are elected within the patrol. These positions are changed periodically. Troop Guides are experienced Scouts which directly lend support to Patrol Leaders.

The patrol is the backbone of the troop. Each patrol may meet during the weekly Troop meetings, but may also, and is encouraged to hold patrol meetings apart from the troop. In these meetings, the patrol solidifies plans for impending troop functions, works on advancement and patrol spirit.

Qualifications for positions are as follows:

Senior Patrol Leader must be First Class and have attended Nagatamen NYLT or equivalent.

Patrol Leader must be Second Class rank or above.

Troop Guides must be First Class or above.

III. UNIFORMS

Wearing the proper uniform is important to all Boy Scouts troops and troop 418 is no exception. Baden-Powell, the founder of Boy Scouts believed that wearing the uniform gave a Scout a greater sense of belonging. The uniform identifies the young man wearing it as a Scout whenever he is in public. We strongly encourage our Scouts to wear the appropriate uniform at all scouts events. Periodically, and unannounced, the boys will be subject to uniform inspections.

Check with the Scoutmaster as to current status of uniform exchange. At various times, the troop has uniforms for exchange, due to the growth of Scouts. Check thrift shops (Kidney Foundation, Volunteers of America, resale shops, etc.) as almost new scout shirts and pants show up from time to time.

As noted in Section XIII below, if financial difficulty is experienced in obtaining uniforms, please contact the Scoutmaster. A basic uniform shirt and patches can be arranged if necessary.

Uniform descriptions are listed below. Items marked with an asterisk * are basics which are required:

A. CLASS A – To be worn at Court of Honor and other designated events

- * Scout Shirt (patches listed below)
- Scout Pants, long or short
- * Scout Socks, short w/long pants, knee high w/short pants
- * Scout web belt with official buckle
- * Neckerchief, blue with silver piping
- Dark Leather Shoes or camping boots NEVER TENNIS SHOES
- * Scout Related Hat (to be worn outdoors only)
- * The Scout Handbook is part of the official uniform
- * Merit Badge sash (after badges awarded)

B. MEETING ACCEPTABLE UNIFORM

- * Scout Shirt
- * Scout Pants, (long or short) or blue jeans, NEVER SWEAT PANTS OR GYM SHORTS or bright colors or patterns
- * Neckerchief
- * Tennis Shoes
- * The Scout Handbook

C. CAMP UNIFORM (Class B)

- * Scout shirt of any type, including sweatshirts and t-shirts with boy scout logo or themes
- * Scout socks
- * Scout pants (long or short) NEVER SWEAT PANTS
- * Boots, Tennis shoes are HIGHLY DISCOURAGED
- * The Scout Handbook
- * Scout Hat

D. TROOP T-SHIRTS

You may order a Troop 418 custom t-shirt for our cost. All boys attending summer camp is encouraged to order this shirt for wear during camp. All parents and friends of Troop 418 are encouraged to order these shirts also.

E. PATCHES

- * Simon Kenton Council (upper left shoulder)
- * Troop 418 red numerals (under council insignia)
- * Position insignia (patrol leader, etc.)(under 418 numerals)
- * Patrol insignia (under America flag, right shoulder)
- * Rank (left pocket)
- * World Crest Purple Patch (centered above left pocket)
- * Red shoulder epaulets

IV. SCOUT MEETINGS

A. TROOP MEETINGS

Start PROMPTLY at 7:00 p.m. each Monday at the Hilliard Presbyterian Church, 3600 Leap Rd., Hilliard, Ohio, and end at 8:30 p.m. No meetings are held on major holidays, between Christmas and New Years, spring break (optional) during the summer school break. (times to announced)

Always wear scout uniform to meetings, bring the Scout Handbook and bring along a notebook and pen or pencil.

B. PATROL LEADER COUNCIL (PLC's)

Held monthly or as required. PLC's require the MANDATORY attendance of the SPL, ASPL's, PL's (or APL if PL is unable to attend.) These conferences are planning sessions wherein the Junior Leaders will plan Troop organization and upcoming events.

C. PATROL MEETINGS

Patrols are encouraged to schedule and hold meetings apart from the troop. In these meetings, the patrol solidifies plans for impending troop functions, works on advancement and patrol spirit.

V. **CAMPING**

An old Scout saying is that “There is no Scouting without outing” Our Troop camps out approximately nine week-ends a year. Camping and outdoor activities are bedrocks of Scouting. If a Scout does not attend camping trips he will get bored with attending the weekly troop meetings only.

Most weekend campouts are held within a few hours of Columbus. In the three warmer seasons we use tents to camp, and winter campouts are held in heated cabins.

A. PERMISSION SLIPS

On all Scout outings, permission slips with parent authorization are a necessity. Each permission slip will be sent home a few weeks early for return the week before camp. This slip will note what, where, when and how much. For planning purposes, permission slips and camp fees must be returned the Monday meeting prior to the trip. We must have a permission slip in order for the scout to go.

B. DEPARTURES AND RETURNS

All trips depart from and return to the church parking lot, unless otherwise noted. Parent drivers are needed occasionally. Seat belts are needed for each vehicle occupant. Each driver must be 21 and have state minimum insurance.

Please arrive ten to fifteen minutes early, to allow for packing time. The Troop will depart no later than 5 minutes passed the specified time. Return times are approximate and we will strive to arrive at this time. If we are exceptionally late or early, we will telephone you letting you know our new arrival time.

Permission slips are a must in order for the scout to attend the campout.

C. SUMMER RESIDENT CAMP

Each year, the Troop attends summer resident camp at one of the Simon Kenton Council scout reservations. Summer camp is one of the highlights of our year. Please make this camp a priority. The Scouts will work on merit badges and items for rank advancement. The dates will be posted ahead of time.

Resident camp is from Sunday afternoon until the next Saturday morning. Young Scouts occasionally experience homesickness. Family night (Wednesday) helps, and leader understanding goes a long way. Remember, homesickness is natural, so encourage your Scout to stick it out. Swimming, hiking, canoeing, exploring, fishing and camp wide games are just some of the fun things we do at summer camp. They usually make it and are extremely proud after receiving their attendance patch and achievements earned. The memories last a lifetime.

D. FOOD POLICY

Food planning is monitored closely to avoid the situation where the patrol arrives deep into the woods only to discover the Scout which was assigned to bring the food forgot or didn't show up. Following is the Troop's camping food policy :

1. Patrols must plan camp menu on the approved camping menu form and have it approved by the Scoutmaster or an Assistant Scoutmaster.
2. Prior to each camping trip, a Patrol member is appointed to shop for and purchase the Patrol's food. The Patrol member responsible for purchasing food will receive Camping Menu Notice to take home to parent. Parents may receive follow up call. The approximate food budget is \$15.00 per Scout for weekend food. If the Scout cannot fulfill this obligation, he must notify the Patrol Leader, so that other arrangements can be made.
3. Parents will be reimbursed at the Monday meeting following the camp out for the full amount of the food purchase. Receipts are necessary for reimbursement.
4. After food is purchased, refunds for Scouts missing camp out will not be issued unless approved by the Scoutmaster.
Approved cooking methods: Stove cooking for breakfast
Stove or cold food for lunch
Dutch oven, foil or stove cooking for dinner

We strive to teach the Scouts how to cook. The Troop has an official cookbook and many other camping cookbooks available for menu ideas.

VI. EQUIPMENT

The Troop owns enough tents and ground cloths to put all Scouts and Leaders under roof, and also has various other camping equipment, like cooking equipment, lanterns and water jugs. However Scouts do need personal equipment to participate in campouts. Listed below are necessary and discretionary camping equipment.

A. NECESSARY PERSONAL EQUIPMENT

Boots – Tennis shoes are not acceptable for campouts. Given the rugged hiking and the natural outdoor terrain, boots are essential. Nothing ruins a Scout's outdoor experience faster than foot problems caused by poor footwear. Understanding that scout age children grow fast, expensive boots are not practical. But, very inexpensive boots can cause problems. Boots should be leather, Gortex type or nylon. The proper size is large enough to be worn with two pairs of socks, but not large enough that they are loose fitting. Angle height is recommended as lower height does not lend ankle support and higher height boots are not, and difficult to take off.

Sleeping Bag – Luckily, your Scout will not outgrow his sleeping bag. A good sleeping bag pays dividends over time. Do not purchase cotton slumber bags, as they are not designed for camping warmth, and get wet too easily. The outer shell should be rip-stop nylon. The fill should be hollow fill man made fiber type or equivalent. Mummy type or standard types are both fine, depending on the Scout's preference. Waterproof stuff sacks are recommended.

Poncho

Mess Kit – plate, bowl, and cup

Vittles Kit- fork, knife and spoon

Canteen – Or water bottle

B. DISCRETIONARY PERSONAL EQUIPMENT

Day Pack (similar to school book backpack)

Framed Backpack – Most Scouts use backpacks to store gear for camping, but unless we are taking a backpack trip, a backpack is not a necessity.

Ground Pad – used under your sleeping bag

Compass – any type
Pocketknife – Knives may be carried after the Scout earns the Totin
Chip card (sheath knives and non folding pocket
knives are unacceptable.)

C. STANDARD GEAR NEED FOR WEEKEND CAMPOUT

Scout uniform (see camp uniform above)
Scout handbook
Gloves, heavy jacket, hat (weather necessary)
Extra shirt, pants
Sweatshirt, sweater or jacket (even in the summer)
3 pair heavy socks
Necessary underwear (more than one pair please)
Toiletries
Personal first aid kit
Flashlight with extra batteries
Canteen (water bottle)
Cup
Sleeping bag, with ground pad
Pillow
Mess kit, vittles kit
Boots (tennis shoes or moccasins OK for leisure time)
Poncho
Insect repellent (no aerosols)
Trail mix
Sunscreen
Large plastic bag for trash, or wet/dirty clothes

PLEASE MARK ALL SCOUTS EQUIPMENT WITH HIS NAME

If not in a backpack, the gear must be packed tight so that the
Scout can carry the gear himself.

D. TROOP PROVIDED EQUIPMENT

Tents and dining flies
Stoves and Dutch ovens
Propane and charcoal
Lanterns
Cooking pots, pans and utensils

E. CONTRABAND

Fireworks
Fixed blade knives (folding picket knives only)
Radios, tape players, electronic games (only on our annual electronic
campout weekend)
Tobacco
Any medication not cleared with parents

Comic books and trading cards (unless approved by SM)
Any item violating the scout oath of being morally straight

VII. ACHIEVEMENT

Achievement comes after fun and learning responsibility in priority, but is an important part of scouting. Some Scouts choose not to place a high value on achievement, and this is fine. No Scout will ever be scolded for failing to achieve. However, we will encourage achievement. There are two systems of achievement: Rank and Merit Badges.

BSA rules states that a scout must be ACTIVE in his troop to achieve rank advancement, but they do not define what ACTIVE is.

Troop 418's definition is:

- a. Attend min. 75% of the troop meeting/activities if holding a troop position
- b. If not holding a troop position, the min. attendance is 50% of the troop activities

All of these requirements are at the SM discretion.

A. RANK

From the initial rank of Scouter, the Scouts will work on the next three ranks, Tenderfoot, Second Class and First Class. The requirements for these ranks are found throughout the Scout Handbook. Please note that the individual requirements for these ranks, which center on basic first aid, camping and citizenship skills can be worked on simultaneously. It is not necessary for a Scout to obtain the rank of Tenderfoot prior to working on the Second or First Class requirements.

Troop 418 follows the advancement guidelines issued by the Simon Kenton Council. The guidelines can be viewed at the listed links:

http://www.skcbasa.org/buckeye/boyscouts/skc_advancement.pdf
<http://www.skcbasa.org/buckeye/boyscouts/eagle.htm>