

Parent's Guide



TROOP 14

**National Capital Area Council
Mattaponi District
Wilderness Community Church**

March 2019

TABLE OF CONTENTS

INTRODUCTION	5
WHAT IS SCOUTING ABOUT?	5
SCOUTING AIMS AND MISSION	5
SCOUTING PHILOSOPHY & METHODS	7
TROOP ORGANIZATION: ADULT MEMBERS	8
CHARTERED ORGANIZATION (SPONSOR)	8
TROOP COMMITTEE	8
ADULT LEADERSHIP (SCOUTMASTER AND ASSISTANTS)	8
TROOP PARENTS	8
HOW TO VOLUNTEER:	9
TROOP ORGANIZATION: SCOUTS	10
PATROLS	10
POSITIONS OF LEADERSHIP	10
POSITIONS OF RESPONSIBILITY	10
EXPECTATIONS OF SCOUTS IN POSITIONS OF RESPONSIBILITY	11
ADVANCEMENT	12
ADVANCEMENT THROUGH FIRST CLASS	12
ADVANCEMENT FROM FIRST CLASS TO EAGLE	13
CONSERVATION SERVICE HOURS	13
ACTIVE PARTICIPATION STANDARDS	13
THE BOY SCOUT HANDBOOK	14
MERIT BADGES	15
SCOUTMASTER CONFERENCE	15
BOARDS OF REVIEW	16
COURTS OF HONOR	16
TROOP 14 WEEKLY MEETINGS	17
TROOP 14's OUTDOOR PROGRAM	17
CAMPOUT SCHEDULE	17
DEPARTURES/RETURNS	18
EQUIPMENT: TROOP AND PERSONAL GEAR	18
FEES	19
MEALS	19
MEDICAL FORMS	19
MEDICATIONS	19
PATROL METHOD	20
PERMISSION SLIP	20
SAFETY	20
TRANSPORTATION	20
BACKCOUNTRY CAMPING	20
TROOP 14 ONLINE	21
TROOP WEBSITE	21
COMMITTEE SHAREPOINT SITE	21
INSTAGRAM	21
FACEBOOK (UNOFFICIAL)	21

ADMINISTRATIVE (FEES)	22
JOINING AND ANNUAL FEES	22
FEES FOR OUTINGS / ACTIVITIES.....	22
FRIENDS OF SCOUTING	22
FUNDRAISING.....	22
RECHARTERING	22
UNIFORM	23
BUYING SCOUT GEAR AND UNIFORMS.....	23
BSA YOUTH PROTECTION PROGRAM	24
PARENT’S GUIDE TO SAFE SCOUTING.....	24
TROOP 14 AND THE YOUTH PROTECTION PROGRAM.....	24
TROOP 14 RULES OF CONDUCT & ZERO TOLERANCE RULES.....	24
TIPS FOR PARENTS	25

The purpose of this Parent’s Guide is to offer parents an easy-to-read reference that highlights how Troop 14 executes against the standards and policies as defined by the Boy Scouts of America. Troop Bylaws still provide for the procedural governance of Troop operation and defines local Troop policies. This guide is intended to offer a current explanation of how we operate and will be updated frequently in order to give parents the background they need to successfully support their son in his Scouting journey.

RECORD OF CHANGES

Version Number	Effective Date	Responsible Organization
Version 1	28 Feb 2018	Scoutmaster
Version 2	1 March 2018	Scoutmaster
Version 3	1 March 2019	Scoutmaster, CC

Summary of Changes:

Version 1:

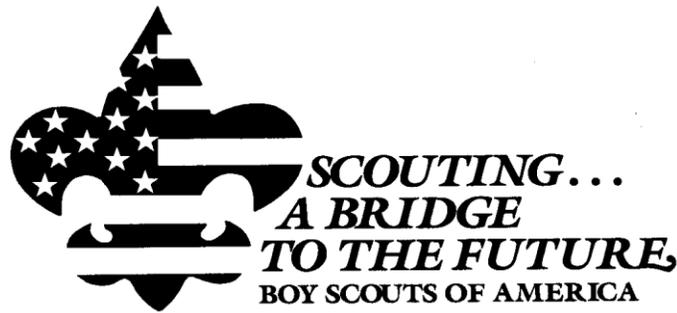
- Reorganized for readability
- Recorded Troop definition of “Active” status (Star, Life, Eagle ranks)

Version 2:

- Added clarification regarding the Scoutmaster expectations of what “conservation-related” service hours are for Life Rank requirements.

Version 3:

- Updated POC info



All who have meditated on the art of governing mankind are convinced that the fate of empires depends on the education of youth.

--Aristotle

INTRODUCTION

Welcome to the Boy Scouts of America! By becoming a parent of a Boy Scout, you are setting your son out on the grand adventure of Scouting. This is a tremendously important and rewarding endeavor that you will be able to share with him.

What is it all about? What will you be expected to do? What does it cost? We have prepared this booklet to answer these questions.

The following pages describe the organization of a Troop and the advancement pattern that each boy will follow. Reading this will help you understand how your boy can progress through the ranks with your help. It will help you understand how you can help and what the various adult volunteers are doing to help the Troop.

WHAT IS SCOUTING ABOUT?

Scouting Aims and Mission

There are three aims to scouting:

- ☐ Aim I -- To build character
- ☐ Aim II -- To foster citizenship
- ☐ Aim III -- To develop fitness

These three aims are the bedrock of the American Scouting movement they represent the long term outcomes we want for every boy.

It is the mission of the Boy Scouts of America to serve others by helping to instill values in young people, and in other ways to prepare them to make ethical choices over their lifetime in achieving their full potential. The values we strive to instill are based on those found in the Boy Scout Oath and Law.

SCOUT LAW	SCOUT OATH / PROMISE
<p><i>A Scout is:</i> Trustworthy Loyal Helpful Friendly Courteous Kind Obedient Cheerful Thrifty Brave Clean Reverent</p>	<p>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.</p>

Since 1910, these principles have been taught in an atmosphere of recreation and fun which allows young people to develop self confidence, leadership and moral character. More and more men, trained as Scouts, are taking their places in today's world as responsible adult leaders. The Boy Scouts of America is the largest youth oriented organization in the United States. More than 4 million boys and leaders are currently registered in the Boy Scouts of America.

Unlike Cub Scouting, which many of you are familiar with, Boy Scouting is a youth-lead organization. The boys learn how to organize and lead the Troop. After training, and with supervision from the adult leaders, the boys run the show.

The boys in the Troop will be working towards their 1st class and then Eagle ranks. As they travel on their trail to Eagle they will not only learn how to lead a team to a goal, but they will actually lead teams of scouts in a number of situations. Many Eagle Scouts put their accomplishments on their résumés and find they are often considered in obtaining acceptance into college or the work force.

Boy Scouting also provides for growth of moral strength and character, teaches citizenship, and enhances the development of physical, mental and emotional fitness. This is all done in the spirit of fun and adventure.

Scouting Philosophy & Methods

Scouting is a youth organization that uses a fun program to promote its aims: Character development, Citizenship training, and Mental and Physical fitness for every member. As stated by Lord Baden-Powell, "Scouting is a game with a purpose." The game of Scouting is played by eight unique methods:

- Ideals
- Patrol Method
- Outdoor Program
- Advancement
- Personal Growth
- Adult Association
- Leadership Training
- Uniform

The Troop is the basic Boy Scouting organizational unit that puts these methods into practice for youth development. The Boy Scouts of America makes Scouting available to our nation's youth by chartering community organizations to operate Cub Scout Packs, Boy Scout Troops, Venturing Crews, and Explorer Posts.

TROOP ORGANIZATION: ADULT MEMBERS

Chartered Organization (Sponsor)

Troop 14 is a participating member of the Mattaponi District of the National Capital Area Council, Boy Scouts of America. The Troop's organization consists of a Adults (Chartered Organization, a Troop Committee, Assistant Scoutmasters, and Troop Parents) and Scouts (the Scouts themselves. Every Troop belongs to an organization. The Chartered Organization for Troop 14 is Wilderness Community Church. The Chartered Organization shares our objectives for the Scouts and insures that there is adequate, trained leadership. A Chartered Organization Representative acts as liaison between the Troop and the Church.

Troop Committee

The Troop Committee functions as an administration and support organization for the Troop. The Troop Committee takes care of the non-program issues surrounding the Troop. For example: Troop budget, fundraising activities, membership drives, activity permits and outing coordination, advancement records, and procurement and maintenance of Troop equipment. The Committee meets monthly, usually 6:30 PM the fourth Tuesday of each month. WE ARE IN NEED OF PARENTS TO SERVE IN COMMITTEE ROLES.

Adult Leadership (Scoutmaster and Assistants)

Two registered adult leaders, or one adult leader and a Scout parent, one of which must be at least 21 years of age, are required for all Troop 14 meetings, trips or outings. Patrol outings may be conducted without adult supervision with the approval of the Scoutmaster.

Troop Parents

The role of parents within Troop 14 is to be supportive of the Troop's efforts and to provide the atmosphere Scouts need to learn and excel. Parents are expected to:

1. Volunteer to serve as either the member of a Committee or as a Merit Badge counselor.
2. Read their Scout's handbook and understand the purpose and methods of Scouting.
3. Attend the Parent Orientation offered by the Troop Committee.
4. Actively follow their Scout's progress (or lack thereof) and offer encouragement
5. Show support to both the individual Scout and the Troop by attending all Troop Courts of Honor.

6. Assist, as requested, in all Troop fund-raisers and other such activities. All such assistance lowers the cost of the program we offer to the Scouts and, therefore, lowers each family's cash outlay for their Scout(s).
7. Be aware of the Troop program and annual calendar. Check the troop website, www.BST14.com, regularly for announcements

How to volunteer:

Adults wishing to serve in any leadership capacity in Troop 14 must register as a BSA adult leader. The BSA registration application is available from the Troop website or from the Scoutmaster or Committee Chair. The application requires the applicant's Social Security number as well as contact information for three references. It also includes a mandatory authorization for the National Capital Area Council to conduct a criminal background check.

The Troop Committee Chair and the Troop's Chartered Organization Representative are each required by BSA policy to review and approve all adult-leader registration applications. As of June 2010, BSA policy requires that a certification of completion for Youth Protection Training ("YPT") must be submitted together with each new adult registration application. This means a new adult leader must complete YPT and print out the completion certificate before giving his or her registration application to the Troop Committee Chair for processing.

NOTE: Youth Protection Training, which is one of these introductory courses, is required for any adult leader having direct contact with Scouts. It can be taken either online or in person. The BSA's Guide to Safe Scouting has a good summary of its youth-protection guidelines.

TROOP ORGANIZATION: SCOUTS

Patrols

The Troop is comprised of Scouts teamed into Patrols. Each Patrol usually consists of a Patrol Leader and between six to twelve Scouts. The boys in a Patrol elect their Patrol Leader who in turn appoints the Assistant Patrol Leader. The Patrol is the primary group in Scouting. Nearly everything a Scout does in Scouting should be “by Patrol.”

Positions of Leadership

Elections for Senior Patrol Leader and Patrol Leader are held in early spring and in the fall (usually March and September) of each year but is timed so that Scouts may earn credit for positions of leadership and positions of responsibility. (For senior ranks, 4 to 6 months)

- **Senior Patrol Leader (SPL):** The SPL is an elected position and is the highest youth-leadership position and is in charge of the Troop under the guidance of the Scoutmaster. He chairs the Patrol Leaders' Council (PLC) meetings and, with PLC assistance, plans and executes the Troop Activity Program.
- **Assistant Senior Patrol Leader (ASPL):** Selected by the SPL, the Assistant Senior Patrol Leader assists the SPL and serves in his absence. He supervises the non-leadership positions such as Scribe, Librarian, Historian, and Quartermaster. He assists in planning and executing the Troop program, and takes on special projects assigned by the SPL
- **Patrol Leader (PL):** The Patrol Leader plans and leads patrol activities, represents the patrol at the Patrol Leaders' Council, assists patrol members in preparing for patrol and troop outings, and assists and encourages patrol members on rank advancement.

Positions of Responsibility

These positions are appointed by the Senior Patrol Leader, with inputs from the Scoutmaster.

- **Assistant Patrol Leader (APL):** While not a position of responsibility towards rank advancement, the Assistant Patrol Leader assists the PL and serves in his absence.
- **Quartermaster:** The Quartermaster (QM) is responsible for controlling the care and distribution of Troop equipment. The Troop QM is responsible for signing out Patrol equipment to each Patrol Leader in September, and checking it back in by June of the following calendar year. The Patrol Leader and his Patrol are responsible for returning all Troop equipment in good condition, or otherwise replacing it in June. The Troop QM will list deficiencies and submit them to the SPL and Scoutmaster for resolution.

- **Scribe:** The Scribe records the results of the Patrol Leaders' Council, takes attendance and completes Troop-level correspondence and thank you notes.
- **Librarian:** The Librarian is responsible for the maintenance and upkeep of the Troop library including merit badge books; other Scouting books; and miscellaneous booklets, pamphlets, and brochures.
- **Historian:** The Historian is responsible for recording events and creating displays of historical materials for Courts of Honor and other Troop activities.
- **Troop Guide:** The Troop Guide is responsible for assisting the younger Scouts in rank advancement and camping preparation. The Guide also assists younger Scouts with fitting into the Troop and their Patrol.
- **Instructor:** The Instructor teaches scouting skills, e.g. First Aid, as needed within the Troop or Patrols.
- **OA Representative:** The OA Representative is a boy serving in the Order of the Arrow and serves as the communication link between the lodge or chapter and the Troop. His job is to encourage year-round camping and participation in high-adventure activities, community service projects and leadership skills training, as well as promote attendance and participation in OA meetings and functions.
- **Junior Assistant Scoutmaster:** The Junior Assistant Scoutmaster is a position normally filled by a boy 16 or older and who has attained the rank of Eagle. The JASM supervises and supports other boy leaders as assigned by the Scoutmaster, and may fill roles in place of the Scoutmaster, but, cannot serve as adult leadership.
- **Den Chief:** The Den Chief works with a Cub Scout or Webelos den and assists the Den Leader or Webelos Leader with den and pack activities.
- **Other Positions of Responsibility:** Special projects or positions of responsibility can be assigned by the Senior Patrol Leader to fill needs in the Troop Organizational Structure. A description of the project or a list of duties for the special position should be submitted to the Senior Patrol Leader, who, upon approval by the Senior Patrol Leader, will forward it to the Scoutmaster for approval.

Expectations of Scouts in Positions of Responsibility

Youths holding leadership positions are an example to other Scouts. It is vital to the smooth operation of the Troop that all Scouts in leadership positions regularly participate. In the event of excessive absences or other performance issues, the Scoutmaster may remove that Scout from the position he is currently holding. Once removed from a leadership position, a Scout may not run for any leadership position again until approved by the Scoutmaster. The determination of satisfactory completion of positions of leadership and positions of responsibility will be conducted in accordance with BSA policies, consistent with the Troop's definition of "active" status, and at the discretion of the Scoutmaster.

ADVANCEMENT

There are many definitions of advancement, but the Scouting definition might well be, simply, "the art of meeting a challenge." For that is exactly what the Boy Scout advancement program asks the boys to do. The Boy Scout advancement program provides a ladder of skills that a Scout climbs at his own pace. As he acquires these skills he moves up through a series of ranks, (Scout, Tenderfoot, Second Class, First Class, Star, Life, and Eagle) for which he is awarded badges. The higher he climbs, the more challenging his tasks -- and the more rewarding.

Achievements include:

- Learning skills that qualify for Scouting's more rugged and exciting outdoor challenges.
- Developing body and mind, growing self-confidence, and helping younger Scouts climb the advancement ladder.
- Discovering how it feels to go further -- in so many ways -- than he ever thought he could.

We don't look at advancement as a goal, but as a natural outcome of a planned, quality Troop program.

The four step advancement process:

1. The Boy Scout learns. A Scout learns by doing. As he learns, he grows in ability to do his part as a member of the Patrol and the Troop. As he develops knowledge and skill, he is asked to teach others. In this way, he begins to develop leadership.

2. The Boy Scout is tested. A Scout may be tested on requirements by his Patrol Leader, Scoutmaster, Assistant Scoutmaster, a Troop Committee member or a member of his Troop. The Scoutmaster maintains a list of those qualified to test and pass candidates.

3. The Boy Scout is reviewed. After a Scout has completed all requirements for a rank, he has a Board of Review. For Tenderfoot, Second Class, First Class, Star, Life and Eagle Palms, the review is conducted by members of the Troop Committee. The Eagle Board of Review is conducted by members of the District Advancement Committee.

4. The Boy Scout is recognized. When the Board of Review has certified a Scout's advancement, he deserves to receive recognition as soon as possible. This will be done by presenting his rank patch at the Troop meeting closing. The rank award card will be presented to him at the next Troop Court of Honor.

Advancement Through First Class

Details for advancement are contained in the Boy Scout Handbook, which every Scout is issued as soon as he joins Troop 14. Take a look at Chapter 1. This short chapter has an advancement summary through First Class.

From the time the Scout enters the Troop through the time he earns advancement to First Class, he is learning basic Scouting skills to enable him to camp, hike, swim, cook, tie knots, administer first aid, and perform other tasks in the outdoors and to work as a member of a team. With those first steps, the Scout begins to build himself physically, mentally, and morally. He will start to live with the Scout Oath and Law. Soon he will learn the symbolism inherent in the Scout badge; he will learn that there are three points of the trefoil which stand for the three parts of the Scout Oath: Duty to God and country, duty to other people, and duty to yourself. The goal of this Troop is for the Scout to achieve the rank of First Class within his first year in the Troop. This is a sign that the Scout has mastered the fundamentals of Scouting and can begin to start the long process of learning to lead others, refining the learned skills and learning additional skills.

Advancement from First Class to Eagle

From the achievement of First Class through Eagle, the Scout will be demonstrating leadership, performing service projects, earning merit badges and using the skills learned while achieving the rank of First Class. The next ranks he will earn are Star and Life. These ranks are harder to obtain than the earlier ranks, but are also more interesting for the older scouts. Upon completion of all the requirements for Star and Life the Scout will be eligible to work for Eagle. The original principals, the Scout Oath and Law, now have fuller meaning for the Scout and their understanding of them is much greater. The final steps towards Eagle are filled with leadership experiences.

Details for advancement are contained in the Boy Scout Handbook, which every Scout is issued as soon as he joins Troop 14. Take a look at Chapter 1. This short chapter has an advancement summary through First Class.

Conservation Service Hours

New Life rank requirements that went into effect in 2017 brought forth an additional requirement related to the six service hours, at least three of which must be “conservation-related.” The BSA did not specify what criteria would be applicable for a service project to be ‘conservation-related.’ The Scoutmaster has, in the past, allowed select *preservation-related* projects. However, further review and understanding of the intent of these hours necessitates a focus on service hours which are directly related to the conservation or preservation of natural resources to include wildlife, energy, forests, soil, and water.

Active participation standards

For advancement to Scout, Tenderfoot, Second Class and First Class, advancement requirements are specifically defined in the Boy Scout Handbook. For example, for Second Class, a Scout must, “since joining, have participated in five separate troop/patrol activities (other than troop/patrol

meetings), two of which included camping overnight.” Possible troop/patrol activities include, e.g., Campouts, Advancement Sessions, Courts of Honor, Fundraising, and Troop Service Projects. “Troop Activities” do not include a merit badge class, individual service project, or Cub Scout Pack or Den activity.

In accordance with BSA advancement policies, the Troop may establish reasonable attendance standards for a Scout to “be active” and “serve actively” as a prerequisite for advancement. Troop 14’s minimum expectations are as follows:

For advancement to Star, Life and Eagle, the Boy Scout Handbook requires that the Scout “be active in his unit for at least 4 or 6 months as a [Prior Rank] Scout.” and to “serve actively” in a position of responsibility. To satisfy these requirements, a Scout must, for each calendar month being counted, attend:

1) that month’s outdoor activity and at least two other “Troop Activities” during the calendar month. Troop Activities can include Troop Meetings, Service Projects, Troop fundraising, other Advancement Sessions, or additional Troop outdoor activities. Troop Activities do not include a merit badge class, individual service project, or Cub Scout Pack or Den activity. Attending an overnight outdoor activity requires the Scout’s presence and participation at the bulk of the activity/campout and must include staying overnight. Camping both Friday and Saturday night on a weekend campout constitutes one event.

and

2) during each rank period (First Class to Star; Star to Life, and Life to Eagle), attend at least one Troop Court of Honor.

NOTE re: Summer Camp: Participation in a week-long summer camp, NYLT or NAYLE (including participation as Staff) will satisfy both the Troop Activity and overnight outdoor activity for a one-month equivalent.

The Boy Scout Handbook

The Troop provides each new Scout with a Boy Scout Handbook; if it gets lost, the Scout must purchase a replacement at the Scout Shop at his own expense. Each Scout should safeguard his Handbook by

(i) clearly marking his name on the outside, and
(ii) protecting it from "the elements," for example, with a cover available for purchase at the Scout Shop. The Handbook contains a wealth of practical information needed for advancement. Each Scout should carefully study the relevant section(s) of the Handbook when working on rank advancement.

A Scout's advancement is recorded in the pages at the back of the his Handbook. Each Scout is responsible for asking the Scoutmaster or his assistants (or designated Scouts) to sign his Handbook as soon as he completes any requirement.

Even though advancement data is entered into the Troop's electronic database, the Scout's

Handbook is the official and primary advancement record and should be safeguarded in case of database discrepancies. Before each campout or advancement session a Scout should photocopy all signed advancement pages of his Handbook in case the Handbook gets lost. The Scout Handbook and completed Merit Badges are the ultimate record of a Scout's activity and advancement, and the Scout is strongly encouraged to make a photocopy of his Handbook after each advancement in order to have a backup copy. However, the database has been used to provide documentation of a Scout's progress should the handbook be misplaced.

Merit Badges

The goal of the Merit Badge program is to expand a Scout's areas of interest and to encourage the Scout to meet and work with adults in a chosen subject. Merit Badges are earned by a Scout working with a registered Merit Badge Counselor. The Scout is required to request permission from the Scoutmaster prior to beginning the badge and then contact the assigned Merit Badge Counselor to arrange for times and places to meet with the counselor. When the Scout completes the work on the Merit Badge the counselor will sign the blue card and inform the Scoutmaster that the Scout has completed the requirements for that badge. Merit Badges earned will be presented to the Scout during the Troop's quarterly Court of Honor

(All parents of Troop 14 Scouts are encouraged to become Merit Badge Counselors. Please ask The Advancement Chair or any member of the Troop Committee about becoming a Merit Badge Counselor and complete a Troop Resource Survey and return to a Troop Leader.)

Scoutmaster Conference

The Scoutmaster will conduct these primarily on monthly Troop campouts. Once all other rank requirements have been satisfied, the Scout is ready to schedule his Board of review.

A "Scoutmaster conference" is a scheduled meeting between a Scout with the Scoutmaster (or an Assistant Scoutmaster designated by the Scoutmaster) to review a Scout's participation in the Troop. Scoutmaster conferences are required for rank advancement, and are in the Scoutmaster's discretion for other reasons.

Procedure:

- When a Scout believes he has completed all the skill, merit badge, and leadership requirements for a particular rank, he makes a request to the Scoutmaster for a Scoutmaster conference. The Scout, not his parents, should arrange all Scoutmaster conferences.
- If the SM conference is not conducted on a campout, the Scout should appear in full Class A uniform, including pants, shirt, socks, belt.
- Eagle rank: The Scout should first review his preparation with his Life to Eagle Advisor, then seek a conference with the Scoutmaster.
- If the Scoutmaster agrees that the Scout has completed the advancement requirements, he will sign the Scout's Handbook in the place provided, and the Scout should then promptly seek a Board of Review.

Boards of Review

Boards of Review are the final step in the rank advancement process. They are normally held the last Thursday of each month. A Board of Review is a group of 3-5 members of the Troop Committee. The purpose of the review is not an examination. Rather it is to determine the Scout's attitude and acceptance of Scouting's ideals; to ensure that the requirements have been met for advancement, to discuss the Scout's experiences in the Troop and the Troop's program, and to encourage him to keep working towards advancement. A Board of Review may also be held to counsel a boy about his lack of progress toward advancement. Scouts are required to be in full class "A" uniform to appear before the Board of Review. Please see the "Troop 14 Guide to Board of Reviews" for detailed information.

Each Scout must personally contact the Advancement Chair to arrange a time for a board of review, except for his board of review for the Eagle Rank. (A board of review for Eagle rank is scheduled after coordination with the Troop Life to Eagle Advisor

A board of review cannot be conducted until the Scoutmaster conference for that rank has been completed. A board of review is made up of at least three and not more than five members of the Troop Committee.

The Scout must present himself at the scheduled time with his Scout Handbook properly signed for the requirements for rank to which he is advancing. The Scout should be in full "Class A" uniform except when the board of review is conducted "in the field" (e.g., on a campout or at summer camp).

The review is not an examination; the board does not re-test the candidate. The Scout should be asked where he learned his skill, who taught him, and the value he gained from passing this requirement.

Courts of Honor

Troop 14 will conduct a Court of Honor once a quarter, usually the first week of March, June, September, and December. The Court of Honor is a formal event that recognizes all Scout appointments, elections, awards, and advancements since the last Court of Honor. Adult recognition may be presented prior to the opening of the Troop Court of Honor. It is the responsibility of the Troop's Patrol Leaders' Council to plan and conduct the Troop Courts of Honor. The Troop Committee will support the Courts of Honor as requested.

The Court of Honor is a public ceremony, and is a chance for the Scouts to be publicly recognized for their achievements. Parents and all other interested individuals are encouraged to attend.

TROOP 14 WEEKLY MEETINGS

Troop 14 hold meetings weekly, every Thursday, from 7:00 p.m. to 8:30 p.m. If Spotsylvania County Schools are closed or cancels after school activities, then we will follow the same policy. Changes to the meeting schedule will be announced as early as possible to allow for proper planning.

TROOP 14's OUTDOOR PROGRAM

The Troop's outdoor program is "where the magic happens." It is here, on the trail and in the woods, that your son learns the best. It is where he gains the skills and experience to advance. It is when he is hot or tired or cold or wet—and with his fellow Scouts—that makes him want to come back for more. On these outings, Scouts will be challenged -- getting their Patrols fed and sheltered, keeping them warm and safe, solving the problems they can solve, and knowing how to get help for those they can't. It's a time when leadership skills can deepen, Patrols grow closer, and the Troop grows stronger.

PLEASE encourage your son to participate in this critical part of the program. Troop 14 normally conducts its outings the LAST FULL WEEKEND of each month.

Troop 14 has a very active outdoor program and all boys are encouraged to participate. Our program includes monthly weekend campouts, an annual one-week summer camp, day hikes and other outdoor activities. Troop 14 may also sponsor an annual family campout where all families are encouraged to participate. Families are welcome on monthly campouts, if space allows. However, the troop will still function as a unit.

On outings, the Scouts are responsible for organization, planning and leading the trip. Adult uniformed leaders are responsible for health and safety. The Senior Patrol Leader or his designee is in charge of the outing. The Scoutmaster communicates with the Senior Patrol Leader. Accompanying parents should not expect to have much interaction with their son.

Campout schedule

The typical schedule for campouts is approximately as follows:

- Friday night: Depart WCC, arrive at the campsite, set up camp, have a snack ("cracker barrel").
- Saturday: Breakfast. Morning activities. Lunch. Afternoon activities. Free time / advancement work. Dinner. Campfire.
- Sunday: Breakfast. Scout's Own chapel service. Break camp: clean up patrol equipment; inspection and stowage of patrol equipment. Clean sweep of the campsite. Depart for home. Upon return to WCC, we WILL clean and pack away gear.

Departures/Returns

Most outings leave from the parking lot at WCC on Friday evenings. Scouts should have eaten dinner unless otherwise notified. The Troop generally returns by noon on Sunday. PLEASE DO NOT LEAVE UNTIL YOUR SON HAS BEEN DISMISSED BY HIS PATROL LEADER OR SPL. When joining the Troop, parents will be asked to provide driver's license number, car tags, make & model of car (including number of seat belts), and insurance information.

Equipment: Troop and Personal Gear

Troop Gear: For most campouts, Troop 14 provides:

- Tent and ground cloth
- Water (except for backcountry camping)
- Heavy cookware, propane, canopy, chuck box and patrol box

Personal Gear. Scouts should strive to bring the minimum gear necessary to a campout, and to pack it so that all gear can be carried by the Scout to his patrol's campsite in a single trip. Print out the list below and use it as a checklist for each campout. The Boy Scout Handbook also has helpful information on camping and camping gear, especially its list of Outdoor Essentials that should be taken on any hike or other activity.

- Boy Scout Handbook for advancement work (make a photocopy of all advancement pages that have signatures; leave the photocopy home in case the Handbook gets lost)
- Scout uniform – at least the shirt; wear it to and from the campout. No neckerchief.
- Sleeping bag — should be "backpackable," with a stuff sack, and sufficient for 20-degree weather. Please do not have your son show up with his sleeping bag in a trash bag!
- Ground pad for sleeping bag, or inflatable Thermarest®
- Backpack (internal- or external frame)
- Water bottle(s) or Camelbak®-type water sack with drinking tube (minimum of 2 liters)
- Reusable cup, plate/bowl, knife, fork and spoon – the Troop does not use paper plates, plastic utensils, etc., except on rare occasions
- Folding knife (up to 4" blade)
- Sturdy rain jacket and pants (ponchos provide limited protection, in wet winter weather)
- Head lamp using small 2 AAA batteries (preferred) or small flashlight (head lamps are very handy for after-dark work in camp, e.g., pitching tents, cooking, dishes, etc.)
- Waterproof or water resistant boots (not typical athletic shoes or sneakers)
- Boy Scout Handbook, pen, notebook
- Small towel, toiletries (soap, toothbrush, non-aerosol insect repellent and sunscreen)
- Synthetic or wool hiking socks
- Synthetic t-shirts or shirts *
- Extra underwear, including synthetic "long johns" for cold-weather camping. *
- Synthetic fleece jacket or pullover *
- Synthetic pants, either fleece or nylon, with good pockets — zip-offs are best *
- A warm hat (not a baseball cap) that will shed water
- Swim trunks, as applicable

Parents are discouraged from purchasing a lot of expensive personal equipment early in a Scout's career. Experienced adult leaders can be a helpful resource to insure the equipment families purchase is up to the rigors of Scout-style camping. Leaders can also suggest low-cost substitutes for some items. The Troop provides some common gear, tents, and stoves. The Scout provides personal gear (see "Equipment List" below or on the website). Scouts will be held financially accountable for lost or damaged Troop gear that they were using.

Parents please note: Cotton clothing is a very poor choice for camping; it's bulky, cold and slow to dry when wet, which can contribute to hypothermia. Layers of quick-drying synthetics such as are much better. A synthetic fleece, is excellent for layering and remains warm even when wet.

Fees

An additional fee to defray costs will be required at the time of each outing. Generally, each outing costs about \$10 per meal per Scout. On specialized outings, such as canoeing, skiing or caving, an additional fee is sometimes required.

Meals

All menus should reflect a fully balanced meal. Parents are encouraged to know what their son eats on outings and should feel free to help their sons in suggesting easily made dishes. Sometimes the boy-planned menus are a little unusual and include "learning experiences". Occasionally a Scout will be asked to be the "Grubmaster", for certain rank advancement this is required. It is the Scout's responsibility to ensure he understands the budget and the number of people for whom he is purchasing food. If there any questions, the Scout should contact his Patrol Leader. During the Troop meeting on the Thursday before an outing, the Patrol finalizes plans for its meals.

Medical Forms

For all general activities, Health Form Part A and B are required

For all seasonal camps, Health Form A, B, and C are required.

The Scoutmasters attending each overnighter must understand each Scout's medical and medicine requirements. Each Scout may be handled differently and should be discussewd with the Scoutmaster.

Medications

Scouts who take medications should do so during Troop activities, including campouts and summer camp. We know from experience that Scouts who don't take their meds won't have as good an experience as they should. Parents should regularly update their Scouts' medical forms with all meds being taken or prescribed.

Before departure for a campout, etc., each such Scout's parent should remind the Scout and Scoutmaster that their son will require medication. The parents and Scoutmaster will discuss and agree on the storage and administration of medications. Over the counter medication may be administered by the SM / ASM as long as that permission was noted on the med forms.

Patrol Method

Troop 14 follows the Patrol Method of camping where each Patrol is responsible for its own menu planning, purchasing, cooking, and cleanup. Each Patrol will use its own equipment. Patrol members set up tents, gather wood, build a Troop fire, and cook for themselves. Each Patrol lives as a group on outings; Adults camp separately, but, close enough to observe, offer training and ensure safety.

Permission Slip

This is the Scout's responsibility, not the parent's. Without exception, a permission slip is required of all Scouts and adults before they are allowed to participate in any Troop outing. This permission slip is important in part because it allows a parent to record the most recent information about a Scout's medical conditions, medicines, and allergies, which information would be important in the event of emergency. This will contain health information and contact information. Parents or guardians of Scouts are also expected annually to sign a liability release in connection with their son's participation in Troop outings.

Safety

Some Boy Scout activities involve risk. Use of knives, fire, and cooking stoves all have attendant risks, as do winter camping, water sports, caving, etc. The level of risk in all these cases is greatly reduced by knowledge, skill, and discipline in following safe practices. The Boy Scouts of America has guidelines for safety in all of these activities, which the Troop follows.

Transportation

Events will be cancelled when adequate transportation is not available. There must be enough seats, with proper safety restraints (seatbelts) to carry Scouts and Adult leaders. One significant way that Parents can contribute is by driving the Scouts to and from events and outings. Unless a Parent cannot drive, each Parent should plan on driving Scouts to and/or from at least one outdoor activity.

Backcountry Camping

Senior Scouts will be expected to be able to have the necessary skills and equipment to participate in backcountry camping. Scouts would be expected to carry their own equipment, cook with personal stoves, be able to purify water, and if desired, provide their own single man tent or hammock. Being able to backcountry camp is a milestone in a Scouts career as it signifies a high level of independence and self-sufficiency.

TROOP 14 ONLINE

The Troops maintains several source of online information:

Troop Website

The Troop's website is www.bst14.com and is the primary technique for one way communication from leaders to Scouts and parents; it is also our primary tool for recruiting. It adhere's to BSA design standards and managed by the Scoutmaster (content) and Committee Webmaster (execution). There are limited forms available from the website. In accordance with Youth Protection guidelines, in order to maintain privacy, we will not name Scouts "by full name" online. If you have any questions, please see the Scoutmaster or Committee Chair.

Committee Sharepoint Site

In order to conduct the business of the Troop, the Committee stores documents such as the source documents for Bylaws, budget, meeting minutes, photos, Troops roster, etc on a restricted access Sharepoint site. This restricted access is designed to safeguard personal information. The Scoutmaster and Committee chair are the two authorized leaders who can send out Troop-wide emails.

Instagram

The Scoutmaster maintains the Troop Instagram feed; its purpose is to engage Scouts in a social media platform and is maintained on a 'best effort' basis.

Facebook (unofficial)

The Committee Chair is testing out an unofficial Facebook page for Troop parents as a 'common interest' platform.

ADMINISTRATIVE (FEES)

Joining and Annual Fees

How much does Boy Scouting cost? As little as possible, but nothing worthwhile is free!

The initial, one-time joining fee is \$45 which covers the Scout's handbook, cover, neckerchief, slide, and shoulder loops.

The annual dues are composed of two parts:

- \$75 to help offset the execution of our local Troop program, and
- \$39 for National dues and insurance

Fees for Outings / Activities

Individual activities may have fees associated with them. Grub (food) fees are usually \$10 per campout. Summer Camp is *usually the* single most expensive outing and fees for summer Camp are approximately \$300. Troop 14 maintains a modest Scholarship budget; please see the Scoutmaster or Committee Chair if financial hardships prevent your son from fully participating.

Friends of Scouting

Each year, the Council operates its Friends of Scouting campaign to raise money for the Council operations. The Council is responsible for maintaining the Council Camps, the Council Camporees, as well as other Council activities, Local BSA administration etc. Contributions are voluntary. As years go by, F.O.S. is becoming a critical source of BSA funding.

Fundraising

Fundraising is a very important part of the Troop operation. The money raised pays for the purchase and maintenance of Troop equipment, Merit Badges, Courts of Honor and Troop activities. Additional funds are raised by the boys through various fundraising activities. Annual fundraisers will be determined by the Troop Committee and scheduled on the calendar. The percentages or wages designated to the individual Scout's accounts will be determined by the Troop Committee depending on the fundraiser, as allowed, to help defray Scouting costs. Parents are strongly encouraged to participate in Troop fundraisers. Participation in Troop fundraisers is an indicator of Scout Spirit, a requirement for rank advancement.

Rechartering

The process of rechartering is the annual collection of BSA registration and insurance fees for the Scouts and Leaders. The process of rechartering the Troop must be completed before the end of December each year. During rechartering, each scout has the option to sign up for an annual subscription to "Boy's Life" for an additional fee.

UNIFORM

The Scout uniform helps to achieve the objectives of Scouting. The uniform by itself can not make a good Scout or a good Troop, but its use has been proven to improve both the Scout and the Troop because it is a visible symbol of Scouting and unity. Each Scout is required to have and wear, within a reasonable amount of time after joining the Troop (1 year or by the completion of 1st class), the following uniform items:

“Class A” Uniform :

- Tan scout shirt with insignia and patches (Green shoulder loops, National Capital Area Council, Troop 14 numerals, patrol patch, leadership patch, and world crest emblem)
- Troop 14 neckerchief
- Neckerchief slide (can be purchased or made by Scout)
- Scout pants or shorts
- Scout belt and buckle (not necessary for official scout pants with built-in belt)
- Boy Scout Socks (when wearing with shorts)
- Merit Badge Sash for formal events (optional)
- Sturdy tennis shoes or hiking boots

“Class B” Uniform (Worn between Memorial Day and Labor Day and as instructed by Troop leadership.)

- Troop 14 T-Shirt, plain (unmarked, no logos t-shirt), or other BSA t-shirt
(See a Committee member to purchase Troop 14 shirts and sweatshirts)
- Tennis shoes or hiking boots
- Scout pants or Scout shorts
- Boy Scout Socks, (visible when wearing shorts)

Uniforms and insignia are worn a certain way. The Troop Leaders and staff at the Scout Shops will be able to answer any questions you might have on where to put the different badges. Additionally, there are guides for badge placement inside the cover of the Scout Handbook.

Buying Scout Gear and Uniforms

Scouting gear and uniforms may be ordered at www.scoutstuff.org

Additionally, there are three Scout Shops in the Northern Virginia area where you can purchase Scout uniforms and supplies:

National Capital Scout Shop 9190 Rockville Pike Bethesda, MD 20814-3897 (301) 564-1091	Northern Virginia Scout Shop 5234 Port Royal Road Springfield, VA 22151 (703) 321-4836	Richmond Scout Shop 4015 Fitzhugh Ave. Richmond, VA. 23230-3921 (804) 355-0628
---	---	---

BSA YOUTH PROTECTION PROGRAM

The BSA has developed a five-point plan to combat child abuse. The key elements of this strategy include the following points:

- Educating Scouting volunteers, parents and Scouts themselves to aid in the detection and prevention of child abuse.
- Establishing leader-selection procedures to prevent individuals with a history of child abuse from entering the BSA leadership ranks.
- Establishing policies that minimize the opportunities for child abuse to occur in the program of the Boy Scouts of America.
- Encouraging Scouts to report improper behavior in order to identify offenders quickly.
- Swiftly removing and reporting alleged offenders.

Parent's Guide to Safe Scouting

The Boy Scouts of America has developed materials for use in the Scouting program that provide essential information to members and their families. A detachable booklet in the front of The Boy Scout Handbook, "How to Protect Your Child from Child Abuse and Drug Abuse: A Parents Guide," provides information to help families to increase self-protection skills.

Troop 14 and the Youth Protection Program

Troop 14 is committed to following all guidelines of the Youth Protection Program, the core element being no 1:1 contact between an adult and your son. Any suspected offenses of the Youth Protection Program must be reported to the Committee Chairman, the Scoutmaster and the Council Executive. All incidents reported to the Committee Chairman or the Scoutmaster will be reported to the Council Executive. All reports are taken seriously and appropriate action is taken to ensure the safety of your son.

Troop 14 Rules of Conduct & Zero Tolerance rules

*No unsafe/dangerous acts. This includes fighting, hitting, tripping, shoving, throwing objects

*No possession or use of illegal drugs, alcohol, tobacco or any controlled substance.

*No hazing.

*Failure to follow the above rules will result in an immediate dismissal from the event and possible suspension from future events. Parents will be required to come get their son regardless of place or time and at their own expense.

* The Troop's expectations on the use of cell phones are consistent with those of the BSA: cell phones are tools which have an appropriate time and place for their use. With Scoutmaster permission, they may be selectively accessed for purposes of taking appropriate pictures. In most cases, the attending Scoutmasters will highly discourage a Scout from calling home during a campout as this significantly undermines the Scout's sense of independence and self sufficiency. If a parent has a concern, please discuss with the Scoutmaster ahead of time. Please leave all handheld electronic game systems at home.

TIPS FOR PARENTS

Boy Scouts is a fantastic youth development program and it is unlike Cub Scouts and definitely unlike other youth activities. The goal of a well-run Boy Scout Troop is that it is run by the boys themselves. One of the rules that our Assistant Scoutmasters operate by is “Adults should not perform a job that can be completed by a Scout”. Adults are certainly far more capable, stronger, and better organized than most teenaged boys. However, Scouts must be given an opportunity to learn and grow—and sometimes that involves doing their own work and sometimes making their own mistakes. The best critique you can offer your son is that “I enjoy seeing you enjoy Scouts..did you have fun? What did you learn today?”

1. Please give your son ‘space’. Do not hover or correct him while he is with his Patrol. Senior Scouts and ASM’s keep a close eye on new Scouts.
2. Please encourage your son to pack his own gear and be responsible for turning in items as requested HIMSELF. This is not ‘Mommy Scouts’ or ‘Daddy’ Scouts. This is BOY SCOUTS!
3. The primary objective of Scouting is NOT merit badges or rank advancement---the objective is GROWTH. Advancement and merit badges are techniques, but not the objective. Please encourage your son to learn skills and participate—but please do not mandate, hound, or harass him about individual merit badges or ranks. Boy who have FUN and are active with the outdoor program are the ones who advance—it’s that simple!

FINALLY....

You are joining a great organization that includes tens of thousands of adult leaders, interested parents, and the BSA professional staff. Scouting is much more than enjoying the outdoors. The Troop teaches leadership skills and community skills. Scouting also shows the boys how they can keep themselves strong and healthy and make the most of school. With hard work and dedication, your son will be able to serve as a leader in the Troop and advance in rank along the trail to Eagle.

For more information, contact:

Don Poitras
Scoutmaster
(540)785-1264
(540) 226-0612

Kathryn Trolenberg
Committee Chairman
(804) 699-8909

Debbie Henle
Chartered Organization Representative
(540) 972-5794