

# Boy Scouts of America Troop 523 Parkton, Maryland

## Parent Guide

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BOY SCOUTS OF AMERICA.

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**W**elcome to the adventure of Scouting with Boy Scout Troop 523. The goals of Scouting are to build young men of character, who are good citizens and are physically and morally fit. It is the sincere wish of all of us in Troop 523 to accomplish these objectives while having FUN!

Boys new to Scouting need to know that in Scouting, they run the program. Boys elect their leaders and everyone has a voice in planning the activities.

Parents are also expected to take an active role in support of the troop through our weekly Scout meetings and our monthly Troop Committee meetings. We all have something we can provide in support of our sons' development. Adults have the option of working with the troop as a parent or as a leader. The role of Scout leader requires training, attendance and dedication.

This handbook contains the basic information you will need to become familiar with the rules and operating procedures of Troop 523. It is designed to be a quick reference for leaders, parents and youth. The official Boy Scout Handbook is also an invaluable source and it contains the requirements for each Scout.

**Mission Statement of the BSA** - The mission of the BSA is to prepare young people to make ethical choices over their lifetime by instilling in them the values of the Scout Law and Oath.

**Goal of the BSA** - Help boys develop into honorable men.

**Aims of the BSA** – Are to develop future leaders of strong **Character**, good **Citizenship** and physical, mental, emotional, and moral **Fitness**.

### **Methods of the Scouting Program:**

#### **Ideals**

The ideals of Boy Scouting are spelled out in the Scout Oath, the Scout Law, the Scout motto, and the Scout slogan. The Boy 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 and who he becomes.

#### **Patrols**

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

## **Outdoor Programs**

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

## **Advancement**

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

## **Personal Growth**

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

## **Leadership Development**

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

## **Uniform**

The uniform makes the Boy Scout troop visible as a force for good and creates a positive youth image in the community. Boy Scouting is an action program, and wearing the uniform is an action that shows each Boy Scout's commitment to the aims and purposes of Scouting. The uniform gives the Boy Scout identity in a world brotherhood of youth who believe in the same ideals. The uniform is practical attire for Boy Scout activities and provides a way for Boy Scouts to wear the badges that show what they have accomplished.

**Troop Objectives:**

We want to teach our scouts to be disciplined leaders, to set the example and to stand up for what they know is right. We want our scouts to be honest, to set high goals for themselves and to be achievers. We will provide the opportunity for every boy who has the desire, to achieve Eagle Scout.

The behavior of a scout is set forth in the Scout Law and in the Scout Oath. It is our objective to teach each scout the meaning of the Scout Law and the Scout Oath.

The Scouting movement is designed primarily to teach the scout worthy values as he develops his duty to God and Country, to others, and to himself.

The development of a scout is a lengthy process which is achieved through both individual achievements as well as contributing to troop achievements. Some of the ways in which this development occurs is through learning scout skills, advancing in rank, camping with other scouts, understanding and embracing the scout spirit, competing with other scouts, holding office in the patrol or troop, and from the many other ways in which Scouting develops leadership, personality, character, and self-reliance.

The desire is for each scout to achieve to the upper limits of his own ability. The Scoutmaster can only do so much. The scout must be willing to work, participate, make decisions, cooperate, obey orders, and be patient. The parents must be willing to give of their time, money, talent, interest, and encouragement. Not every scout will become an Eagle, but every scout should absorb many of the ideals of Scouting and thus become a better citizen and a better individual. To these goals, we seek your support in our endeavor.

**Scout Oath** - *On my honor I will do my best to do my duty to God and my country and to obey the Scout Law; To help other people at all times: To keep myself physically strong, mentally awake, and morally straight.*

**Scout Law** - A Scout is:

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

**Scout Motto** - Be Prepared.

**Scout Slogan** - Do a Good Turn Daily.

**Outdoor Code** - As an American, I will do my best to  
Be clean in my outdoor manners,  
Be careful with fire,  
Be considerate in the outdoors, and  
Be conservation-minded.

## **TROOP ORGANIZATION**

### **Meetings**

Troop meetings are held every Monday evening from 7:00-8:30 PM at Our Lady of Grace Church, Parkton, Maryland.

Troop 523 is a participating member of the Dulaney District in the Baltimore Area Council, Boy Scouts of America.

The **Chartering Organization** for Troop 523 is the Our Lady of Grace Church, Parkton, Maryland. The chartered organization shares our objectives for the boys and insures that there is adequate facilities and trained leadership. A Chartering Organization Representative acts as a liaison between the Troop and the Church.

### **Troop Committee**

The Troop Committee functions as the administration and support organization for the Troop. The Troop Committee takes care of the non-program issues surrounding the Troop such as finances, activity permits, training, activity coordination, advancement records, procurement and maintenance of troop equipment. It is also the members of the troop committee who serve on the Boards of Review.

Troop committee/parents' meetings are held on the third Tuesday of each month at 7:00 PM at Our Lady of Grace Church in Parkton, Maryland. **All parents are invited and are encouraged to attend.** The adult leaders plan and discuss upcoming events and finances. The main purpose of the meeting is for the committee members to make sure that the Scoutmaster and Assistant Scoutmasters have what they need to run the troop and support the scouts' needs. This is the best place to find out what's coming up and where you can help.

### **Troop Parents**

The role of parents within Troop 523 is to be supportive of the Troop's efforts and to provide the atmosphere scouts need to learn and excel. Every parent should try to:

- Read their Scout Handbook and understand the purpose and methods of Scouting.
- Actively follow their scout's progress (or lack thereof) and offer encouragement when needed.
- Show support to both the individual scout and the Troop by attending all Troop Courts of Honor.
- Assist, as requested, in all Troop fund-raisers and other such activities.
- Let the scouts learn by performing tasks on their own.
- Set an example for your son as well as all scouts through your behaviors and words.
- Review troop bulletin board for updates (located in back of hall at meetings).
- Be aware of the Troop program and annual calendar. Each family is given a troop calendar each year and is posted online at [https://www.google.com/calendar/embed?src=troop523@comcast.net&ctz=America/New\\_York&pvttk=2f4126f023f56b7a72ff87067ab69c27&gsessionid=OK](https://www.google.com/calendar/embed?src=troop523@comcast.net&ctz=America/New_York&pvttk=2f4126f023f56b7a72ff87067ab69c27&gsessionid=OK).

We recognize that not all parents have Scouting experience, but we also know that experience is gained by doing and that each parent has a skill to contribute. There is a lot of work to do but if everyone does a little of it then no one person will be overwhelmed.

Additional ways that parents can support the troop include:

- Attending monthly committee meetings.
- Attend summer camps.
- Provide transportation.
- Help coordinate activities and events.
- Become a merit badge counselor.

### **Adult Leaders**

For adults that want to be more active in the programs and outings of the troop, you can register as leaders in the Boy Scout of America Program. The requirements are as follows:

- Complete a BSA Registration form. A background check will be conducted by the BSA for all adult leaders.
- Agree to abide by the rules of Troop 523.
- Attend meetings and perform duties for your assigned position.
- Have current medical form on file.
- Lead by example and let the troop be a boy-lead program, providing guidance where necessary.
- Complete required training for your assigned position.

### **Boy Scout Patrols**

The troop is made up of several patrols. Each patrol is made up of 4-8 boys of different ages and different ranks. Each patrol has an elected Patrol Leader who in turn selects an Assistant Patrol Leader. As new boys join the troop they are assigned to existing patrols. At times, patrols may be reorganized in order to keep them diverse with boys of different ages and ranks. Patrol Corners will be held each meeting and are vital to reinforcing the Patrol Method. Patrol Corners will be used to discuss Patrol business, plan menus for camping events and for advancement purposes.

The troop is led by an elected Senior Patrol Leader (SPL) who also selects one or two Assistant Senior Patrol leaders (ASPL).

### **Patrol Leaders Council (PLC)**

The Senior Patrol Leader, Assistant Senior Patrol Leader and all of the Patrol Leaders from each patrol form the Patrol Leaders Council. They meet the last Monday of each month at 7:00PM at the church just. The PLC is the basis for decision-making in Troop 523 and the Scout Leaders serve as advisors. The PLC decides troop meeting activities as well as monthly camping trip agendas. It is important to remember that this is an area for the boys to learn and show their leadership abilities. The adult leaders encourage the inclusion of different and diverse types of activities. The Scoutmaster has veto power over PLC decisions.

## **ADMINISTRATIVE POLICIES AND PROCEDURES**

### **BSA Re-chartering and Fees**

Each December all Boy Scout Troops must re-charter with the Boy Scouts of America. The process involves reregistering each scout and adult as well as collecting registration fees. The Troop also makes a formal visit to the chartering organization to renew their commitment for the coming year. The Troop re-chartering fee is \$10.80 per scout (all registration fees are covered by the troop general fund).

### **Annual Troop Registration Fees**

How much does Boy Scouting cost? As little as possible, but nothing worthwhile is free. The annual fee for each Boy Scout in Troop 523 is \$63.00 per year. \$75 if the scouts wants a subscription to Boy's Life magazine. The registration fee is the primary source of funds to cover the expenses of the Troop including badges, awards, troop camping equipment, and other expenses incurred by the Troop as a whole.

### **Additional Costs**

- Class B T-shirts are required for each scout (red with Troop logo) - \$10.00 (price is subject to change).
- Replacement costs for a Troop 523 Neckerchief - \$10.00 (price is subject to change).
- Monthly Weekend Camping trips – fees are calculated based on camp site fees, planned activity costs and food and then averaged across the size of the group attending. An average weekend cost would be \$10-20 per person.
- Gas supplement – due to the rising cost of gas, each scout is asked to bring an additional \$5.00 cash to give to his driver during weekend camping trips.
- Food money – occasionally, the troop will stop for fast food on either Friday night on their way to camp or Sunday afternoon on their way home from camp. This is planned for in advance and scouts are asked to have additional money for this cost, typically \$4-\$7 (adult leaders on the trip will hold the money for the scout if asked).
- Week long summer camp – Troop 523 attends summer camp each year but an average cost is \$290-\$350, which includes camping and dining hall meals. Occasionally, optional specialty camps (known as provisional camp) are offered that may have a higher cost.
- There may be additional nominal fees for miscellaneous costs for adult members. These may include fees for training, camping trips, troop activities and summer camp.

**NOTE:** *Troop 523 wants all boys to participate in as many activities as possible. Should fees or any costs become a problem for your family, please contact the Scoutmaster or Committee Chairperson. Funds are available and all requests will remain confidential.*

## **Fundraising**

Additional funds are raised by the scouts through various fundraising activities. We generally organize only one major fundraiser each year and count on each family's involvement for its success. Details will be announced via email and troop meetings. Fundraising is also a component of most Eagle Scout projects and Troop 523 expects all scouts in the troop to participate and support these senior scouts. A fundraising committee has been formed to assist with additional financial support.

## **Escrow Accounts**

Each scout family has an individual escrow account which is managed by the Troop Treasurer. Families have the option of keeping funds in the account to be used for any scout related activity or cost including monthly camping trips or equipments costs. Parents can choose to have reimbursements directed to their families escrow account. Fundraising proceeds earned by individual scouts will also be added to the escrow accounts. Up to date account information is always available from the Troop Treasurer.

## **Permission slips**

Troop 523 is a large and a very active troop which requires a high degree of planning and coordination when it comes to our monthly camping trips. For each camping trip, a permission slip will be sent out via email to all troop members 3 weeks in advance of the trip. A few copies of the permission slip will also be available at troop meetings. The permission slips and money must be turned in at the troop meeting 2 weeks before the trip. There is a short grace period to turn in permission slips but this requires Scoutmaster approval. The scout is responsible for making sure his patrol leader and the transportation coordinator is aware of his attendance as well as parent's attendance.

This policy is necessary to:

1. Teach the boys responsibility.
2. Coordinate transportation of scouts and equipments.
3. Manage the purchasing of food in accurate amounts.

Your co-operation is greatly appreciated.

## **Note for Purchasing Weekend Camping Trip Food**

For weekend trips each Patrol will plan their own menu and one of the scouts will be assigned to purchase the food for the Patrol. Your son should know how many scouts from his Patrol will be attending the trip. Scouts are expected to be involved in these shopping trips and parents are expected to use this as a teaching opportunity in regards to keeping track of costs, looking for sales, generic vs. brand names, reading labels, how to judge the amount of food needed, nutritious vs. junk food, how to cook certain foods so they are safe and how to plan ahead to keep the food from spoiling (i.e. cooking certain foods ahead of time, freezing, buying precooked foods as appropriate).

**\*A budget of \$15.00 per scout is set for weekend food. Please keep your register receipts so that you can be reimbursed by the Troop Treasurer for your expenses.**

## **CAMPING**

Troop 523 does a lot of outdoor activities: backpacking, hiking, climbing, biking, canoeing, camping, skiing, etc. Events are typically scheduled one weekend each month. We realize that scouts are involved in many other activities and may not be interested in a particular scouting event but it is important to encourage your son to be as involved as possible and to try new activities. Troop 523's schedule is devised to offer ample and diverse opportunities for your son. Look ahead at the troop schedule, discuss it with your scout and plan what works best for you and your family. An updated, yearlong troop calendar is given out to each scout family in December for the following year.

**Please note that Troop 523 requires scouts to participate in at least 50% of meetings and trips in order to advance in rank.**

Troop 523 encourages adult and scout participation when planning monthly camping trips. Because there is a lot that is involved in planning one of these trips, Troop 523 has prepared guidelines on How to Plan a Trip for anyone to use when coordinating a trip. See the Scoutmaster for these guidelines.

In addition to the monthly camping trips, Troop 523 plans a week long summer camp experience each summer. We try to attend different summer camps each year which include camps more local (Pennsylvania, New York, Virginia) as well as more spread out (Halliburton, Canada and Alaska).

***Summer Camp is highly recommended for all Scouts.*** It is the single most important activity of each year and gives each Scout an opportunity to earn many merit badges and advance in rank. It is not unlikely for a first year scout to advance two ranks after attending summer camp. They participate in daily activities designed to teach scouting skills and to have fun. Usually the trip is the topic of discussion for months before so you'll certainly hear about it well in advance of the trip. Sign-up for Summer Camp is based on the requirements of the camp we are attending and a payment schedule will be established at that time

### **Camping & Activity Expectations/Rules include the following:**

1. The Senior Patrol Leader (SPL) is responsible for camp layout. Everyone, including adults, will take directions from the SPL for camp set up. Adults will set up their personal tents and kitchen in an area separate from the youth and allow the scouts to set up theirs (adults will be available for assistance as necessary).
2. The Patrol Leader will be responsible for making sure his patrol has an adequate number of tents and troop furnished equipment for each camping trip.
3. Patrols will use the Buddy System at all times.
4. The scouts are expected to find a "tent buddy" for each overnight trip. These scouts are responsible for taking care of the tents and equipment they use, taking it home if necessary to dry and clean. It is the scout's responsibility to make sure that all equipment is returned in a timely manner and in proper condition. Additional equipment may be signed out from the troop Quartermaster.

5. No bottled or canned drinks will be permitted on camping trips without the prior approval of the Scoutmaster.
6. Scouts who have registered for a camping trip are held responsible for the cost of the trip if they cancel less than one week in advance or if the deposits are nonrefundable.
7. Grocery shopping will be done by each patrol.
8. No electronic equipment (i.e. computers, iPods, iPads, cell phones, video games) is allowed on any camping trip.
9. Alcoholic beverages and illegal drugs are not permitted by anyone and will result in immediate dismissal from the troop. Tobacco use by adults is not allowed in front of scouts and is discouraged during scout activities.
10. Prescription medications and OTC medications will be handled by an assigned adult for each overnight trip and summer camp. Please speak with the Scoutmaster to find out who the assigned adult is for each trip.
11. Scouts should have a Scout Handbook at all times.
12. The campsite will always be left as clean as or cleaner than it was when the troop arrived. At the end of every trip the sites will be “policed” for trash by the troop. Scouts are expected to pick up after themselves.
13. No sheath knives will be allowed at any scouting event. Folding, locking type pocketknives are recommended with a blade length of less than 4 inches. Before a scout can carry or use a knife, he must have completed the “Totin’ Chip” training **and** have his card with him (we recommend laminating these cards).
14. Teasing, hazing, initiations, crude acts, vulgar language, harmful pranks, taking or using another scout’s property without permission and similar acts at the expense of another scout will not be tolerated. Such acts should be reported to the SPL, ASM and Scoutmaster as appropriate.
15. Leave No Trace policies should be followed. No cutting of live trees or cruelty to wildlife.
16. Fire safety rules will be observed at all times. No flames in or near tents. No liquid-fuel stoves, liquid fuel lanterns, lighted candles, Sterno stoves, matches or other flame sources in or near tents.
17. Only the Quartermaster or adult leaders are allowed to open or take anything out of the troop trailer without permission.
18. For everyone’s safety, NO food is allowed to be eaten or stored in a tent.
19. Scouts should not have cell phones or electronic communications on campouts; if they need to use one for any reason, they should see an adult leader.
20. Everyone attending a camping trip will depart from and return to the Our Lady of Grace Church together. Prior approval by the Scoutmaster is required for exceptions to ensure that all participants are accounted for.
21. All injuries will be reported to the Scoutmaster immediately.
22. Class “A” uniforms are to be worn to and from all camping trips.

## **Outdoor Equipment**

The scout needs a **minimum** of outdoor equipment to start his scouting career.

Before each campout, a permission form with a recommended equipment list for that event will be given to each scout. In order for a scout to get the most out of his Scouting experience, he will need a few basic items:

- A Scout Handbook
- Boots suitable for hiking on rugged terrain
- Flashlight (headlamp types work best)
- Personal mess kit with eating utensils and cup
- Sleeping bag (synthetic mummy bags weighing 3-3.5 lbs with a 20 degree rating)
- Duffel bag or Backpack large enough to hold all gear
- Foul weather gear (rain/cold)

**Tip:** Before you shell out big \$\$\$ for any of these items, talk with other parents and leaders. They can suggest alternatives, loaners and where to find the best sales. Borrowed items can prevent you from filling a closet with brand-new, only-used-once expensive gear if your son decides that particular activity is just not for him.

## **Where to Buy Outdoor Gear**

Dick's Sporting Goods [www.dickssportinggoods.com](http://www.dickssportinggoods.com)

Wal-Mart [www.walmart.com](http://www.walmart.com)

Eastern Mountain Sports [www.ems.com](http://www.ems.com)

Recreational Equipment Incorporated [www.rei.com](http://www.rei.com)

Campmor [www.campmor.com](http://www.campmor.com)

Sierra Trading Post [www.sierratradingpost.com](http://www.sierratradingpost.com)

Sports Authority [www.sportsauthority.com](http://www.sportsauthority.com)

## **UNIFORMS**

The Scout uniform helps to achieve the objectives of Scouting. The uniform by itself cannot 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, the following uniform items:

### **"Class A" Uniform**

- BSA official tan scout shirt with appropriate insignia and patches (council strip, troop number, troop service year strip, World Scout Crest emblem, green shoulder loops, and patrol emblem will be given to each new scout.)
- Neckerchief (red with green trim embroidered, obtained from troop or other approved neckerchief)
- BSA official olive Scout pants or shorts.
- BSA official Boy Scout socks
- Boy Scout hat (optional).
- Scout web belt and buckle (to be worn with Scout pants or shorts).
- Tennis shoes or hiking boots. Scout Socks are required.
- Merit Badge sash (optional)

### **Activity or "Class B" Uniform**

Class "B" uniforms are worn, as instructed by troop leaders, when activities may cause damage to the "Class A" uniform and during summer months.

- A red Troop 523 T-Shirt can be obtained from the Troop.
- Official Olive Scout pants or Scout shorts.
- Tennis shoes or hiking boots. Socks are required.

BSA official scout uniforms are occasionally changed or altered by the BSA. Please be aware that once a uniform is deemed "official" it is always an acceptable scout uniform even if an updated version is put on the market.

Uniforms and insignia are worn a certain way. The Troop Leaders can answer any questions you might have on where to put each badge. There are also guidelines for insignia placement on the inside cover of the scout handbook.

**Scout uniforms and other accessories may be purchased at the Baltimore Area Scout Shop located at 800 Wyman Park Drive Baltimore, MD 21211. Their phone number is (410) 338-0144. You may also purchase Scouting merchandise online at [www.scoutstuff.org](http://www.scoutstuff.org).**

### **SAFETY/ DISCIPLINE**

Every adult leader is screened by the BSA and is trained in Youth Protection. All troop events and activities require no less than 2 adults to be present at all times.

Good behavior is essential to any safety program, a primary element of "Scout Spirit," and a requirement for advancement. Adherence to policies is required to maintain safety, preclude property damage, and avoid disrupting other organizations' activities. In Troop 523, discipline means to follow to the Scout Oath and Law. Following the Scout Law includes respect for Scout leaders and all members and guests of the Troop.

### **Enforcing Discipline**

Discipline in the patrols will be handled by the Patrol Leaders. When the patrol leader cannot handle the problem, he must obtain help from the senior patrol leader. The senior patrol leader has the authority to ask a Scout to leave the meeting area and report to the Scoutmaster. Troop 523 rarely sees severe discipline problems, these matters will be handled on an individual basis.

Troop 523 expects parents to acknowledge and support the patrols leaders' authority. If there is an issue you disagree with, please speak with an adult leader or the Scoutmaster before interfering with the patrol leaders decision.

Also, we ask that adults refrain from disciplining their own sons while on camping trips. If you spot your son misbehaving, we recommend that you ask another adult to do the correcting. For major discipline infractions the Scoutmaster may get involved or ask the parent to step in.

## **ADVANCEMENT AND LEADERSHIP DEVELOPMENT**

Leadership Development is one of Scouting's eight methods. For scouts above First Class, leadership and service are as important as earning merit badges. The troop's boy leaders are responsible for planning and executing the troop program. The Scoutmaster is responsible for Junior Leader Training and, with the assistance of the Assistant Scoutmasters, guiding the junior leaders in the running of the Troop.

Annual elections for youth leadership positions are held in September. Every effort will be made by the troop to get each scout the required time and opportunity to earn advancement. The Duty Positions are a critical element in a boy led troop and demand that the youth holding a particular position carry out the details of the job description. This not only helps to develop the youth but contributes to the smooth running of the troop. Job descriptions are posted in the back of this handbook.

One of the hardest things for adult leaders to do is watch the boys conduct an activity while knowing it could be done better. Remember, if the boys already knew how to do everything perfectly, they wouldn't need Scouting. Our boys have elected their leaders at all levels. These leaders are expected to lead. There is no greater peer pressure than when scouts feel their leaders are letting them down.

There may be times when you might see the adults in the troop standing by and observing. At such times, perhaps you think they should be involved. Here is our method: the boys run the troop, with our guidance, and they need to have the freedom to conduct its business their way. You will see great successes and will witness great failures. This is Scouting.

Avoid the temptation to correct the boys and take over an activity. Stand back, let it fail, and it will become a learning experience. The boys will respect your patience and your confidence in their abilities.

The only instance when adult leaders should and do step into a situation is one which involves the health or safety of the boys. Every adult in our troop is responsible for the safety of the boys.

### **Advancement**

The Scout Advancement Program consists of progress awards from the Scout badge through Eagle (and Palms). Qualifications for the rank of Scout, Tenderfoot, Second Class, and First Class will be met through the successful completion of rank requirements in which he will be learning basic scouting skills to enable him to camp, hike, swim, cook, tie knots, and administer first aid and other outdoor tasks. At these levels the scout will begin to build himself physically, mentally and morally. He will start to live with the Scout Oath and Law. It is possible, with hard work and perseverance that scouts can earn First Class rank within one year of joining.

Note that Merit Badges are not required for advancement to these initial ranks. Rank advancement up to First Class always takes priority to the pursuit of earning merit badges.

Star, Life, and Eagle ranks are completed through the Merit Badge program and require a higher level of knowledge (ability to teach the skill), special projects, and leadership at each rank level. Troop 523 expects scouts at this level to be able to demonstrate learned skills to other scouts. The Scout Oath and Law will have fuller meaning for the Scouts at this level. The final steps towards Eagle are filled with leadership experiences.

All of the requirements are detailed in the Scout Handbook. Upon joining the troop each scout is given a Scout Handbook. This handbook is **VERY IMPORTANT**. As the boy completes requirements for advancement, older boys and adults will “sign off” in the scout handbook as proof of completion. As the boys advance in rank it is recommended to make copies of these important pages to be kept in a separate and safe place in case the handbook is misplaced or lost.

The Boy Scout program encourages young men to work for personal achievement. It is all too easy to "help" these young men along even when they do not wish to be helped along. Boys will advance and earn achievement at varying paces. Each boy is different. If a boy asks for help, give it to him.

The requirements set down for the boys by the scouting program are written explicitly. Some may seem too difficult for an 11-year-old but probably aren't for a 14-year-old. Avoid the temptation to give advancement away. A boy who has had to work hard for something will value his achievement far more than if an award has simply been "given" to him. He may fail many times before he succeeds. But when he does succeed, success becomes that much sweeter.

If you have the opportunity to work with a boy on a badge or other advancement, **STICK TO THE REQUIREMENTS: no more, no less.** He will gain greater respect for you as a leader and for himself as an individual.

Remember, in addition to meeting rank requirements, Troop 523 requires the scout to attend more than 50% of the meetings and trips in the previous 12 months. If transferring from another troop, you must be with Troop 523 for 6 months prior to any rank advancement.

### **Scoutmaster Conference**

Once a scout has all the items checked off in his Scout Handbook, he becomes a candidate for rank advancement. Candidates for rank advancement are first reviewed by an Assistant Scoutmaster to confirm readiness and then the scout schedules a Scoutmaster Conference. These conferences are to be scheduled in advance with the Scoutmaster and can be held at weekly troop meetings or weekend camping trips. A scout must complete and pass the Scoutmaster Conference before attending a Board of Review. If the Scoutmaster feels like the scout is not prepared for advancement, the scout will be given clear directions as to what is needed/expected in order for him to advance.

### **Board of Review**

When a scout has completed all the requirements for a rank and has had a Scoutmaster Conference he appears before a Board of Review (BOR) composed of members of the Troop Committee. The scout is responsible for submitting a BOR Request Form to the Advancement Chairperson. The purpose of the review is not an examination. Rather it is to determine the scout's attitude and acceptance of Scouting 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. Again, if the BOR feels that the scout is not prepared for advancement, they will give clear expectations to the scout as to what is expected and/or needed to advance. A BOR may also be held to counsel a boy about his lack of progress toward advancement. Scouts going before a BOR must be in Class A uniform.

### **Court of Honor**

Rank and Merit Badge presentations are made at a Court of Honor, normally held each fall and spring. These dates are included in the scout calendar and parents and siblings are encouraged to attend. This is a regular meeting for the scouts, and they must be in Class A uniform.

### **Eagle Court of Honor**

The rank of Eagle is rare – only about 2% of the boys that enter Scouting obtain the rank of Eagle Scout. An Eagle Court of Honor is planned by the Eagle Scout, his parents, and the troop and is scheduled soon after a scout obtains the rank of Eagle. This date will be added to the scout calendar and your son, parents and siblings are encouraged to attend. This is a regular meeting for the scouts, and they must be in Class A uniform.

Since our troop was chartered in March of 1973 the following boys have obtained the rank of Eagle:

## Troop 523 Eagle Honor Roll

<u>Eagle Date</u>	<u>Name</u>	<u>Eagle Date</u>	<u>Name</u>
09/09/75	David T. Eshmann	10/07/80	Steven D. Eschmann
02/23/83	Kelly Collin Thacker	08/06/84	P. Joseph Meadowcroft, Jr.
06/20/85	Alfred Richard Barbour, III	09/21/85	William M. Meadowcroft
03/03/86	Donald E. Meadowcroft	01/19/89	Stanley E. Radecki, Jr.
06/28/90	Christopher T. Fortune	06/28/90	Brad J. Hammett
02/12/91	Lawrence H. Entler, Jr.	03/11/91	Brian D. Kirk
02/10/93	Stephen M. Zahner	09/02/93	Dominic David Cirri
09/08/93	W. Christopher Epps	04/12/96	Ralph L. Lusby, Jr.
08/22/97	Shaun McKim	12/12/01	Ryan P. Toth
06/24/02	Nicholas S. Wilson	07/01/02	Kevin Mark Bye, Jr.
07/01/02	Richard C. Zanetti, Jr.	11/04/02	Ian Hunewill
03/10/03	Christopher Nagle	04/09/03	Christopher Smith
06/30/03	James T. Hessenauer, Jr.	08/16/04	Mathew Keel
06/01/05	Nicholas Peter Consalvi	06/06/06	Mike Fabula
04/11/08	Joshua Keel	08/15/09	Cody Matterson
08/15/09	Keith Porter	01/04/11	Adam Smith
06/14/11	Benjamin L. Matteson	11/01/11	Roland Hafenmair, Jr.
03/27/12	Justin B. Robey	03/05/13	Edward T. Mullin, Jr.
04/23/13	Tyler S. Gee	06/18/13	Peter Consalvi
03/25/14	Charles Scott Frazier, IV	06/10/14	Thomas W. Adle, Jr.

## **Troop Service Projects**

Each year Troop 523 participates in various service projects which scouts are expected to participate in and parents are expected to support. In order to advance, scouts are required to participate in these projects. Parent help is also welcome. It is important for scouts to keep track of their time spent at service projects through documentation for easy retrieval during Scoutmaster Conferences and Board of Reviews. Some of the regular service projects we participate in include:

- Semiannual church clean-ups for Our Lady of Grace, our chartering organization.
- Middletown Road Park & Ride clean-up.
- Eagle Scout projects and fundraisers.
- Scouting For Food.
- Camp Wright project in spring and fall.

If anyone has an idea for a service project or know of an organization in need of some help, please speak with the Scoutmaster or another adult leader.

## **Merit Badge Program**

Earning merit badges is a major part of the scout learning process, especially after they have advanced to First Class. Summer Camp is an excellent way to earn merit badges, especially several hard to earn ones like camping, environmental science, and emergency preparedness. All parents are encouraged to become merit badge counselors. Other than at summer camp, merit badges are earned as follows:

- 1.** Pick a subject - If you are not sure what merit badges are available, look through a copy of the Boy Scout Requirements Book. The Advancement Chairperson has a copy.
- 2.** Pick a counselor - Find a counselor on the Merit Badge Counselor list that is available from the Scoutmaster. Once you have determined the counselor, ask him/her if they are able to be your counselor for the merit badge.
- 3.** Get a Blue Card - Pick up a Blue Card from the Scoutmaster and get it signed by the Scoutmaster. It is the scout's responsibility to hold on to the blue card through completion of the merit badge (**if the card is lost, the scout must redo the steps already completed**).
- 4.** Work on the merit badge - Your counselor will guide you through and sign off each step on the Blue Card. Remember, you cannot complete any part of the merit badge without a counselor.
- 5.** Completion - your counselor will sign the Blue Card upon completion of the merit badge and will keep one-third of the card for his/her own records. The remainder of the Blue Card must be turned in to the Advancement Chairperson. It will then be recorded and you will receive the merit badge and one-third of the blue card for your records. Blue cards are **VERY IMPORTANT** documents that are proof of completion of the merit badges. It is recommended that each boy keeps a binder with plastic "baseball card" collection sleeves. Blue cards fit snugly in these sleeves and will help keep the scout's portion of the blue cards safe and organized.

6. Congratulations - You can begin another merit badge. You may work on more than one merit badge at a time.

## **Appendix A: Boy Scout Leadership Positions**

### **Senior Patrol Leader (SPL)**

**Responsible To:** Scoutmaster

**Specific Duties:**

- Preside at all troop meetings, events, activities, and annual program planning.
- Chair patrol leaders' council.
- Name appointed boy leaders with the advice and consent of the Scoutmaster.
- Assign duties and responsibilities to other leaders.
- Work with Scoutmaster in training junior leaders.
- Set a good example.
- Wear the uniform correctly.
- Live by the Scout Oath and Law.

### **Assistant Senior Patrol Leader (ASPL)**

**Responsible To:** Senior Patrol Leader

**Specific Duties:**

- Be responsible for training and giving direct leadership to the following appointed junior leaders: scribe, librarian, troop historian, instructor, quartermaster, and chaplain aide.
- Help with leading meetings and activities as called upon by the senior patrol leader.
- Take over troop leadership in the absence of the senior patrol leader.
- Perform tasks assigned by the senior patrol leader.
- Function as a member of the patrol leaders' council.
- Set a good example.
- Wear the uniform correctly.
- Live by the Scout Oath and Law.

### **Patrol Leader (PL)**

**Responsible To:** Senior Patrol Leader

**Specific Duties:**

- Plan and lead patrol meetings and activities.
- Keep patrol members informed.
- Assign each patrol member a job and help them succeed.
- Represent the patrol at all patrol leaders' council meetings and at the annual program planning conference.
- Prepare the patrol to take part in all troop activities.
- Develop patrol spirit.
- Work with other troop leaders to make the troop run well.
- Know what patrol members and other leaders can do.
- Set a good example.

- Wear the uniform correctly.
- Live by the Scout Oath and Law.
- Assist patrol members with rank advancement requirements.

### **Assistant Patrol Leader (APL)**

**Responsible To:** Patrol Leader

**Specific Duties:**

- Assist the patrol leader in:
  - Planning and leading patrol meetings and activities.
  - Keeping patrol members informed.
  - Preparing your patrol to take part in all troop activities.
  - Take charge of the patrol in the absence of the patrol leader.
  - Represent the patrol at all patrol leaders' council meetings in the absence of the patrol leader.
  - Help develop patrol spirit.
- Work with other troop leaders to make the troop run well.
- Set a good example.
- Wear the uniform correctly.
- Live by the Scout Oath and Law.

### **Scribe**

**Responsible To:** Senior Patrol Leader/ASPL

**Specific Duties:**

- Attend and keep log of patrol leaders' council meetings.
- Submit meeting agenda for inclusion in monthly newsletter.
- Record attendance at meetings and other troop activities and submit to responsible troop committee member.
- Send out emails to the troop as necessary.
- Set a good example.
- Wear the uniform correctly.
- Live by the Scout Oath and Law.

### **Librarian**

**Responsible To:** Senior Patrol Leader/ ASPL

**Specific Duties:**

- Establish and maintain a troop library.
- Keep records on literature owned by the troop.
- Add new or replacement items as needed.
- Have literature available for borrowing at troop meetings.
- Keep system to check literature in and out.
- Follow up on late returns.
- Set a good example.
- Wear the uniform correctly.
- Live by the Scout Oath and Law

**Publicity****Responsible To:** Senior Patrol Leader/ ASPL**Specific Duties:**

- Attends Troop meetings, weekend trips and annual summer camp.
- Provides short articles to be published in the local community paper on a quarterly basis.
- Set a good example.
- Wear the uniform correctly.
- Live by the Scout Oath and Law.

**Instructor****Responsible To:** Senior Patrol Leader/ASPL**Specific Duties:**

- Instruct Scouting skills as needed within the troop or patrols.
- Prepare well in advance for each teaching assignment.
- Set a good example.
- Wear the uniform correctly.
- Live by the Scout Oath and Law.

**Senior Guide****Responsible To:** Assistant Scoutmaster/ Senior Patrol Leader**Specific Duties:**

- Assist Patrol Leaders and Assistant Patrol Leaders with the management of the patrols.
- Assist patrols with rank and skill advancement.
- Set a good example.
- Wear the uniform correctly.
- Live by the Scout Oath and Law.

**Quartermaster****Responsible To:** Senior Patrol Leader/ASPL (works with committee quartermaster)**Specific Duties:**

- Keep records of patrol and troop equipment.
- Keep equipment in good repair.
- Issue equipment and see that it is returned in good order.
- Suggest new or replacement items.
- Work with troop committee quartermaster.
- Set a good example.
- Wear the uniform correctly.
- Live by the Scout Oath and Law.

**Den Chief****Responsible To:** Assistant Scoutmaster – New Scouts**Specific Duties:**

- Serve as the activities' assistant at Cub Scout den meetings.
- Assist at Pack Meetings.
- Meet regularly with the Den Leader to review the den and pack meeting plans.
- If serving as a Webelos den chief, prepare boys to join Boy Scouting.
- Set a good example.
- Wear the uniform correctly.
- Live by the Scout Oath and Law.

**Junior Assistant Scoutmaster****Responsible To:** Scoutmaster**Specific Duties:**

- Function as an assistant Scoutmaster (except for leadership responsibilities reserved for adults 18 and 21 year of age or older).
- Accomplish any duties assigned by the Scoutmaster.
- Set a good example.
- Wear the uniform correctly.
- Live by the Scout Oath and Law.

## Appendix B: Troop 523 Contact List

Scoutmaster Jeff Purnell  
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Assistant Scoutmaster Doc Stoner  
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Assistant Scoutmaster Eric Turnbaugh  
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Advancement Chairman Tim Fizer  
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Committee Chairman Diana Pfluger  
443-742-6810  
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Troop Treasurer Jean Hessenauer  
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