



BOY SCOUTS OF AMERICA



**Boy Scouts of America  
Troop 39  
Matthews United Methodist Church  
Matthews, North Carolina 28105**

**New Member Guide  
&  
Troop Handbook**

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## Boy Scout Troop 39

Matthews United Methodist Church  
801 South Trade Street  
Matthews, NC 28105

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Dear Scout and Parents:

Welcome to Boy Scout Troop 39. The main objectives of Scouting are to build character, foster citizenship and develop fitness. It is the sincere wish of all of us in Troop 39 to accomplish these objectives while having a lot of FUN!

Boys new to Scouting need to know that in Scouting, they run the program. Boys elect their patrol leaders and everyone has a voice in planning the activities. Troop 39 is a boy-run program. Scouts learn to lead the program and develop their leadership skills.

Parents are expected to take an active role in support of the Troop through our Scout activities and our two (2) annual fundraisers. We all have something we can provide in support of our sons' development. Adults also have the option of working with the Troop as a uniformed leader (Scoutmaster or Assistant Scoutmaster) or as a member of the Troop Committee. The role of Scout Leader and Troop Committee Member require BSA training and formal registration, which includes a background check.

This packet contains the basic information you will need to become familiar with the rules and operating procedures of the Troop. It is designed to be a quick reference for both parents and boys. The Official Boy Scout Handbook is also an invaluable source and is a requirement for each Scout.

Again, welcome to Scouting with Troop 39! If you have any questions, please feel free to contact me or our Troop Committee Chairman, Mr. Scott Clewis.

Sincerely,

Joe Culpepper  
Scoutmaster

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## 1. General Information

Welcome to the adventure of Scouting! We are pleased that you have chosen to join the Boy Scouts of America and Troop 39. The Troop was founded on December 11, 1941, just days after the deadly attack on US forces at Pearl Harbor. A small group of boys and adults met in Matthews to encourage patriotism and citizenship in support of our nation. Today, Troop 39 lives the Scouting Promise by planning outdoor activities each month, conducting community service projects and developing young men to be the leaders of tomorrow. The Scouting experience helps to instill values in young people, to prepare them to make ethical choices over their lifetime and to achieve their full potential. The Scouting experience helps boys become men. Scouting is only one of many influences in life, including family, church, school and others that promote the growth to manhood.

The boy Scouting movement began in the summer of 1907 when Lord Robert Baden-Powell invited a group of boys to attend the world's first Boy Scout camp on a small island in the English Channel called Brownsea Island. From that experience, he wrote a book called "Scouting for Boys" which became an instant best seller and the manual for the Scouting movement. Thousands of boys joined the new organization and Scouting spread from there throughout the world. The Boy Scouts of America (BSA) was founded on February 8, 1910 by William D. Boyce and a group of businessmen bringing the values and programs established by Lord Baden-Powell to the boys in United States. The details of the program are covered in the Official Boy Scout Handbook, and include the following:

<b>BSA Mission Statement</b>	To prepare young people to make ethical choices over their lifetime by instilling in them the values of the Scout Law and Oath.
<b>Scout Oath</b>	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.
<b>Scout Law</b>	A Scout is Trustworthy, Loyal, Helpful, Friendly, Courteous, Kind, Obedient, Cheerful, Thrifty, Brave, Clean, and Reverent.
<b>Scout Motto</b>	Be Prepared.
<b>Scout Slogan</b>	Do a Good Turn Daily.
<b>Outdoor Code</b>	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.

The Troop maintains a website at <http://www.MatthewsTroop39.com>. Troop forms, documents, photos, calendar, links and other resources can be found here. The site has become the main source of information for visitors, leaders and Scout families.

## **Scouting is a Game with a Purpose. Scouting is Fun!**

Troop 39 is a boy-run program. Scouts learn the skills to lead the Troop and make decisions about the activities of the Troop. Adult leaders are mentors and advisors. Scouts conduct the weekly meetings and plan the activities. Through this process, Scouts are able to develop their leadership skills.

We are always happy to admit a new Scout into the brotherhood of Scouting and all that it has to offer. We are anxious to add parents to our roster to help the Troop achieve its goals. Prospective new members are encouraged to visit at least three Troop meetings. The boy and his parent(s) or guardian(s) must meet with the Scoutmaster (or a designated Assistant Scoutmaster) to discuss membership before being accepted into the Troop. Upon acceptance, a membership application will be completed and dues and fees collected.

The affiliation request of each new Scout gives the Scoutmaster an opportunity to meet with the parents and exchange ideas and point out the basic concepts of Troop 39. We pledge to you to assist each Scout in developing his duty to God and country, duty to others, and duty to himself. We hope to develop his awareness of self-reliance, improve individual and group skills, and increase his abilities and knowledge, particularly those of the outdoors.

In turn, we ask the Scout's parents' continued encouragement and appreciation of your son's efforts, especially in planning and helping with his participation and advancement. We also ask direct participation from all parents when called upon to assist the Troop. In recent years, Scouting has become far more than tying knots, sleeping in tents, and cooking over open fires. While this is still an integral part of Scouting, we believe that Scouting has gone far beyond these basic activities and have planned the Troop's program with this in mind.

There are funds in our treasury for emergency use and for Scouts not financially able to participate. No one need know of hardship cases other than the Scoutmaster or Committee Chair. Please contact one of them to discuss your situation, if necessary.

All suggestions, constructive criticism and observations are welcome. Please don't hesitate to come forward. Remember that Troop 39 belongs to the Scouts, not the leaders.

## **2. Who is the Scoutmaster?**

The Scoutmaster (SM) is the adult responsible for the image and the program of the Troop. The Scoutmaster and his Assistant Scoutmasters (ASM) work directly with the Scouts. The importance of the Scoutmaster's job is reflected in the fact that the quality of his guidance will affect every youth and adult involved in the Troop.

The Scoutmaster is appointed by the head of the chartered organization and is at least 21 years old. To fulfill his obligation to the Troop, the Scoutmaster recruits Assistant Scoutmasters to help operate the Troop. The Scoutmaster will determine the number of Assistant Scoutmasters. Each ASM is assigned specific program duties and reports directly to the Scoutmaster. An ASM may be as young as 18 years old, but at least one will be at least 21 years old.

The Scoutmaster's duties for Troop 39 include, but are not limited to the following:

- Conduct all activities under qualified leadership, safe conditions and the policies of the chartered organization and the Boy Scouts of America.
- Train and guide boy leaders in order to run a "boy-lead" program.
- Work with other responsible adults to bring Scouting to boys.
- Use the methods of Scouting to achieve the aims of Scouting.
- Attend all Troop meetings or, when necessary, arrange for a qualified adult substitute.
- Meet regularly with the Patrol Leaders' Council (PLC) for training and coordination in planning Troop activities.
- Make it possible for each Scout to experience at least 10 days and nights of camping each year.
- Attend Troop Committee meetings.
- Attend and represent the Troop at the District Roundtables.
- Conduct periodic parents' sessions to share the program and encourage parent participation and cooperation.
- Take part in the annual membership inventory and uniform inspection, charter review meeting and charter presentation.
- Conduct Scoutmaster conferences for all rank advancement.
- Train and approve Assistant Scoutmasters to conduct Scoutmaster conferences as needed.
- Provide a systematic recruiting plan for new members and see that they are properly registered.
- Train and delegate responsibility to other adults and groups (Assistant Scoutmasters, Troop Committee Members) so that they have a real part in Troop operations.
- Supervise Troop elections for Order of the Arrow.
- Participate in District and Council events.
- Build a strong program using the methods of Scouting presented in Scouting Literature.
- Maintain current training requirements as established by the Troop.

### **3. Membership**

Troop 39 is open to any boy who is 11 years old (or who is 10 years old and has earned the Arrow of Light Award or has completed the 5<sup>th</sup> grade), but has not turned 18 years old. Membership in Troop 39 may be limited due to size. When necessary, the Troop will maintain a waiting list of boys desiring to join the Troop.

A Scout must be active to remain in the Troop. Failure to do so may result in the Scout being asked to resign to make room for others. Refer to the Sections on Participation and Advancement Objectives for more information.

#### **4. Registration & Joining Fees**

In order to be considered for membership in Troop 39, a boy and his parent (legal guardian) must complete a current Boy Scout of America (BSA) application and a BSA Class I Medical\* form along with a Troop 39 Information Package which includes the following forms:

- Troop 39 Emergency Medical Release Form\*
- Troop 39 Permanent Permission Slip
- Troop 39 Participation and Advancement Objectives
- Troop 39 Code of Conduct
- Troop 39 Resource Survey
- Troop 39 Checklist for Membership

\* After a boy joins the Troop he will be required to get (and maintain) a BSA Class II Medical form on file with the Troop. This requires a Doctor's exam and includes the boy's immunization record, required medications, etc. Boys who wish to participate in high adventure camps may be required to furnish a more physically detailed BSA Class III Medical form - some camps have their own forms required for participation. All medical information is kept on file with the Troop Medical Records Coordinator (see the Section on Committee) and the most current information actually travels with the Troop on all outings and activities in case of emergency. Medical records are typically kept for 12 months after a boy leaves the Troop and then they are destroyed.

There is a one-time application fee of \$75.00. This includes BSA National Registration, BSA Insurance, a subscription to Boy's Life Magazine, a Troop Insignia Patch, one Troop T-Shirt with name embroidered on the sleeve, dues for the remainder of the current calendar year, and a one-time Equipment Use Fee that contributes toward the maintenance and purchase of tents, shelters, cooking equipment, backpacks and other Troop supplies.

#### **5. Annual Membership Dues**

Membership dues cover the Scout's annual registration fees, subscription to Boy's Life magazine, patrol patches, rank advancements, merit badges, and other awards, patches and medals (with the exception of special trail medals). Troop 39 dues are \$36.00 per year payable anytime in the month of December; i.e. beginning in December of 2007 all Scouts will pay \$36.00 to remain an active member of Troop 39 for all of 2008. This is non-refundable. Scouts who have not paid their dues by January will have until the last day in February to pay their dues for the current year. There will be a \$5.00 fee for paying the dues in January and a \$10.00 fee for paying the dues in February. Any Scout who is not current with his dues on March 1<sup>st</sup> will not be re-chartered with the Troop.

For scouts who will turn eighteen (18) years old during the up-coming term, their dues will be pro-rated up to their birthday month, i.e. for a scout born in August, his dues for his 18<sup>th</sup> year will be \$21.00 (\$3.00/month x 7 months).

## 6. Fundraisers

Troop 39 has developed two annual fundraisers. The profits from these fundraisers are the only continued financial support the Troop receives. Therefore it is very important that each fundraising event is successful. This will insure the Troop can maintain the proper equipment and high level of activity it currently enjoys. All Scouts and their parents are expected to participate in both of these events.

The Troop is involved with the annual Matthews Alive! Festival, which occurs over the Labor Day Weekend (beginning with the Thursday prior). The Troop operates several booths in the Family Fun Area, coordinates the craft tents, and assists with Festival Clean-up.

Troop 39 has developed a barbecue sale as our main fundraising activity. It occurs annually on the first weekend in October with many weeks of preparation required. The sale of Troop 39 barbecue is a requirement of each Scout. The Adult Leaders have developed the following guidelines to insure a successful fundraiser:

- All Scouts and their families are required to sell a minimum dollar amount of barbecue, stew or sauce as established by the Troop Committee each year.
- If a Scout is short of the minimum then he is to pay the Troop the gross profit that would have been generated on the shortage. He will not receive barbecue for the shortages. Payment is due 30 days after the event.
- The Scout will not be allowed to participate in Troop outings until settlement is made.
- If a family has difficulties selling their share, they should consult the Committee Chair or the Scoutmaster for advice.
- For families with more than one Scout in the Troop, a moderate deduction from the minimum will be made.
- An exception could be made on the minimum requirements if an early sell-out occurs.
- The Troop Committee may provide an incentive for the Scouts. Incentives will be paid in Scout Bucks. If an incentive is in place, the following rules will apply to Scout Bucks:
  1. Scout Bucks will be given to the Scout after the minimum has been sold. The amount received will be on a sliding scale and determined each year by the Troop Committee.
  2. Scout Bucks can be used towards the payment of Troop dues, summer camp, all Troop sponsored activities, Eagle Projects, weekend trips, any Scout gear (uniforms, camping items like the ones shown in the Scout catalog), and special trip expenses (Super Trips, Whitewater Rafting, etc.)
  3. Scout Bucks will have an issue date and will be valid for two (2) years from that date.
  4. Scout Bucks are forfeited upon leaving the Troop. There is no cash value or trade-in. Scout bucks are not transferable outside the family.
  5. It is the responsibility of the Scout to keep his Scout Bucks safe. Scout Bucks lost, stolen, or misplaced will not be replaced.

## 7. Meetings

Regular Troop meetings are held weekly at Matthews United Methodist Church in the Eagle's Nest facility each Monday night from 7:00 p.m. to 8:30 p.m. year round. In general, the Troop will not meet when public schools are out for a national holiday or when the church is closed. Meetings will be held on teacher workdays and during summer months. Refer to the Troop website for a current calendar of events, including meetings, Courts of Honor, Outings, etc.

Patrol meetings are usually held at least once per month during the regular Troop meeting time.

Patrol Leaders' Council (PLC) meetings will be held once a month and are directed by the Senior Patrol Leader (SPL). Voting members of the PLC are the SPL, the Assistant Senior Patrol Leader(s) (ASPL), the Patrol Leaders and the Troop Guides. The Scoutmaster and the Troop Scribe also attend the PLC meetings. The PLC will develop and plan Troop activities for the current and future months. All plans and activities will be approved by the Scoutmaster and presented to the committee.

## 8. Uniforms

The Scout uniform, the Scout Handbook and other personal items are available at the Council Service Center (1410 East Seventh Street, 704/333-5471), the National Distribution Center on Westinghouse Blvd., by mail order through the BSA Catalog, or on the BSA website at <http://www.scoutstuff.org/>. The Troop has a limited number of used uniforms and boots that the boys may use at no charge. Because boys are growing at such a fast rate, parents are encouraged to check there first before purchasing a new uniform. The Scout uniform must be worn at Troop meetings. A Scout not in a complete uniform may be asked to call home and have the uniform or uniform parts brought to the meeting, or to return home to dress in the proper uniform, or to remain at the meeting (but not be counted as present) and have limited participation with the other Scouts who are in uniform. The complete uniform specifications for Troop 39 are described in the table on the following page.

Class A uniforms are required for the last Troop Meeting of the month, as well as all Courts of Honor, Scoutmaster Conferences, Boards of Review, Scout Sunday and other occasions as designated by the Scoutmaster.

Class B uniforms are required at all regular Troop Meetings and when traveling on all outings. Class B uniforms must be worn to and from all camping trips. Scouts not in complete uniform will be asked to return home to dress properly or may be prohibited from attending the outing.

Class C uniforms are worn at Troop Meetings during the summer months between Memorial Day and Labor Day including the last Meeting of June, July and August. Class C uniforms may be worn at other times at the direction of the Scoutmaster.

Scouts who have not reached the rank of First Class must have a Scout Handbook with them at all times, even on outings.

Uniform Item Description	Class		
	A	B	C
<b>Scout Shirt</b> <ul style="list-style-type: none"> <li>BSA Official Uniform Shirt (Long- or Short-Sleeved)</li> <li>Any BSA T-Shirt (Required as undershirt)</li> </ul>	R	R	N/A
<b>Official Troop 39 T-shirt (brown)</b>	O	O	R
<b>Troop 39 Neckerchief &amp; Slide</b> <sup>1</sup> <ul style="list-style-type: none"> <li>BSA Official Uniform Neckerchief (Red w/Gold embroidered Logo &amp; edge piping) &amp; BSA Metal Slide</li> <li>BSA Official Eagle Uniform Neckerchief and Slide</li> <li>BSA Official Woodbadge Uniform Neckerchief and Woggle</li> <li>Any BSA Official Uniform slide</li> <li>Any BSA Official Uniform bolo</li> </ul>	R	O	N/A
<b>Scout Pants or Shorts</b> <ul style="list-style-type: none"> <li>Pants (Long, Short or Switchbacks)</li> </ul>	R	R	R
<b>Scout Belt</b> <ul style="list-style-type: none"> <li>BSA Official Uniform (Green) Web Belt w/BSA Brass Buckle<sup>2</sup></li> <li>BSA Leather Belt w/ BSA Buckle</li> </ul>	R	R	R
<b>Scout Socks</b> <ul style="list-style-type: none"> <li>BSA Official Uniform Sock (green w/red trim, includes Ankle, Crew, Kneehigh, Thorlo, Woolrich, etc., but does not include white socks with red and green trim)</li> </ul>	R	R	O
<b>Footwear</b> <ul style="list-style-type: none"> <li>Hiking boots or Dark Brown Leather Dress Shoes</li> </ul>	R	R	O
<b>Class "C" Footwear</b> <ul style="list-style-type: none"> <li>Closed Toe Shoe &amp; Regular Socks (Tennis Shoes, Keen sandals, Leather Boat Shoes, Etc.)</li> <li>No Clogs, No Foam Soles (Crocks, etc.)<sup>3</sup></li> </ul>	N/A	N/A	R
<b>Scout Hat</b> <ul style="list-style-type: none"> <li>Any official BSA hat.<sup>4</sup></li> </ul>	N/A	O	O
<b>All Current Patches &amp; Insignia</b> <ul style="list-style-type: none"> <li>Left Arm: Council Strip, Troop, Leadership Position, (Trained Patch)</li> <li>Right Arm: American Flag, Patrol Emblem, Quality Unit Award</li> <li>Left Side: World Crest, (Knots), Badge of Rank, (Arrow of Light), (Honors, Awards, or Metals)</li> <li>Right Side: Name Badge (Temporary BSA Patches)</li> </ul>	R	R	N/A
<b>Merit Badge Sash</b> (when worn, it must be draped over the right shoulder, not folded over the belt) <sup>5</sup>	R	O	N/A

R = Required

O = Optional

N/A = Not Allowed

<sup>1</sup> The Scoutmaster, at his discretion, may require that all members including Adult leaders, wear the official Red & Gold Troop 39 Neckerchief and Metal BSA Slide at certain events where the uniformity of the troop takes on special importance.

<sup>2</sup> Switchback Web Belt (Black) and BSA Buckle (Black Plastic) is an option for Class "C". Required Belt for Class "A" & "B" is to be worn in the outer loops of the Switchback pants as designed and approved by BSA.

<sup>3</sup> Final approval of all Summer Shoes is by the Scoutmaster.

<sup>4</sup> Outdoors only.

<sup>5</sup> Order of Arrow Sash may be worn with any of the uniforms, but only at times designated by the Scoutmaster as an Order of Arrow Event and never with the BSA Merit Badge Sash.

## 9. Development Objectives

The behavior of a Scout is set forth in the Scout Law and in the Scout Oath. Our objective is to teach each Scout the meaning of the Scout Law and the Scout Oath. The Scouting movement is designed primarily to teach the Scout values as he develops his duty to God and Country, to others, and to himself.

The development of a Scout is a lengthy process and it comes in various ways. It comes from attending meetings, advancing in rank, camping with other Scouts, competing with other Scouts, holding an office in the patrol or Troop, serving as a Den Chief, and from many other ways in which Scouting develops leadership, personality, character, and self-reliance.

The Troop's desire is for each Scout to progress to his own limits of ability, interest, and motivation. Our advancement goal for each boy is to at least reach the status of First Class Scout. After that, each Scout will be given the guidance necessary to earn his Eagle award (the highest award in Boy Scouting) and his God and Country award from the Scout's Religious Institution. The Scoutmaster and the Assistant Scoutmasters can only do so much. The Scout must be willing to work, participate, make decisions, cooperate, obey orders, and be patient. His parents must be willing to give of their time, 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.

## 10. Code of Conduct

We recognize that for boys to grow to be responsible men, they need to be held accountable for their actions. Therefore, any Scout who intentionally participates in an activity that has the potential to cause harm to himself or other Troop members, or who behaves in a manner that reflects negatively upon Troop 39, the Chartered Organization or the Boy Scouts of America, will be disciplined.

Examples of improper conduct include but are not limited to:

- Refusing to follow the Scoutmaster's or leader's (youth and adult) orders or directions.
- Significantly unsafe actions - endangers himself or others.
- Exploring physical hazards without permission or supervision (lakes, creeks, cliffs, etc.).
- Leaving designated areas without the Scoutmaster's or leader's permission.
- Use of cursing or foul language.
- Excessively rowdy, unruly, loud, disrespectful, disobedient or disruptive behavior.
- Physical or verbal hazing or harassment of others.
- Physically harming self or others.
- Possession of a firearm, other weapon, or fireworks.
- Sexual offenses.
- Use of any controlled or illegal substance.
- Intentional damage to property.

Disciplinary action may include probation, suspension or, in extreme cases, dismissal from the Troop. If the Scout has earned his Eagle rank, a revocation recommendation may be made to the National Council. In any case, a meeting with the Scout and the Scout's parents will be conducted with the Scoutmaster and the Committee Chairman to determine a course of action.

## **11. Participation Objectives**

Participation in the program is the key to Scouting. In order to obtain the maximum benefits from his Scouting experience, a Scout must actively participate in the overall program offered by the Troop. Troop activities are regular Troop meetings, Troop service projects, fundraising projects, special Troop outings or activities, patrol meetings, camping trips, Summer Camp, Super Trips and Courts of Honor. Overachieving in one area does not offset shortfalls in other areas. Scouts are expected to be well-rounded and participate in all areas of the program offered by Troop 39. The activity levels listed below are to be achieved in each of the following areas in order to receive Troop subsidies:

- Troop meetings, patrol meetings, and Courts of Honor – 75%.
- Troop monthly outings (including Summer Camp, excluding super trips) - 75%.
- Service projects and special activities (example is Scout Sunday) - 75%.
- Scouts are also required to meet established minimum requirements for fundraisers.

If a Scout actively participates in church, school athletics/activities, or community athletics, then a minimum of 50% participation will be considered. This will be reviewed and decided on by the Scoutmaster and Committee Chairman and documented in writing and reported to the Troop Committee.

Should a Scout not achieve the participation objectives in a six-month (6) period, he will be counseled by Adult Leadership and his parents will be advised. Should a Scout not achieve these objectives in a twelve-month (12) period, the Adult Leadership will meet with the Scout and his parents to determine the level of interest in Scouting. In addition to the Troop subsidies, a Scout may not be allowed to participate in Scoutmaster Conferences and/or Boards of Review until his participation level is brought up to the appropriate level.

## **12. Advancement Objectives**

The BSA Advancement Program consists of progress awards from the Scout badge through Eagle (and Palms). The requirements for each level of advancement are detailed in the Scout Handbook. Qualifications for the rank of Scout, Tenderfoot, Second Class, and First Class are met through successful completion of Progress Awards (rank) requirements at each Progress Award level. Star, Life, and Eagle awards are completed through the Merit Badge program (which requires a higher level of knowledge and the ability to teach the skills to other Scouts), special projects, and leadership at each Progress Award level.

Upon joining the Troop, each Scout should purchase a Scout Handbook. Until a boy has earned the Rank of First Class, he must have his handbook with him at all meetings and outings. This is the

Scout's record of his advancement as well as his base of knowledge for the Scouting program. Advancement should be tracked by the Scout in his book as it is earned and recorded ("signed-off") by a registered leader of the Troop.

A Scout should earn the Rank of First Class within his first two (2) years of membership.

After obtaining the Rank of First Class, a Scout should earn a minimum of one (1) merit badge or one (1) rank advancement every three (3) months to actively progress in the advancement program of Scouting and obtain the maximum benefits from his Scouting experience.

Parents should encourage self-reliance through the merit badge and rank advancement program. Should a Scout not achieve the advancement objectives in a six-month (6) period, he will be counseled by the Adult Leadership and his parents will be advised. Should a Scout not achieve these objectives in a twelve-month (12) period, the Adult Leadership will meet with the Scout and his parents.

### **Scoutmaster Conferences**

Candidates for all ranks are reviewed at a Scoutmaster Conference. Scoutmaster Conferences are to be scheduled in advance with the Advancement Coordinator. Once a Scout has all the items checked off in his Scout Handbook, is current with his dues, and has met all attendance and service hour requirements, he can sign up with the Advancement Coordinator for a Scoutmaster Conference. The sign-up request activates the review of Troop records to ensure that the Scout has met the requirements for the rank advancement. If the Troop records do not confirm a Scout is ready for advancement, it will be discussed at the Scoutmaster Conference. Records will be reconciled at that time. A Scout must pass the Scoutmaster Conference before scheduling a Board of Review with the Advancement Coordinator. The Scout should be prepared to discuss and/or demonstrate the skills learned on all previous ranks as well as the rank being reviewed. The Scout should also be prepared to discuss basic skills and current events. Advancement and Merit Badge presentations are made at the Courts of Honor. Parents and siblings are encouraged to attend. This is a regular meeting for Scouts' attendance records. Scouts must be in Class A uniform for all rank reviews and presentations.

### **Boards of Review**

It is the responsibility of the Troop Committee and the Advancement Coordinator to arrange timely Boards of Review for Scouts who have completed all the requirements for Tenderfoot, Second Class, First Class, Star, Life, Eagle and Eagle Palms. It is the Scout's responsibility to contact the Advancement Coordinator at least one week in advance to arrange for a Board of Review. Boards of Review (and Scoutmaster Conferences) are encouraged at all Troop outings, where the one-week notice will be waived. One committee member and any other registered adult leader (at the discretion of the Advancement Coordinator) are required for a Board of Review.

### **Merit Badges**

Earning merit badges is a major part of the Scout learning process. A Scout must earn at least 21 merit badges to qualify to become an Eagle Scout, of which 12 are referred to as "Eagle required" (10 are specific, one is a choice between 2 and one is a choice among 3 – refer to the Scout

Handbook for more information). Merit badges are earned as follows:

- Pick a Subject - Read the requirements of a merit badge that interests you, and choose one to earn. Find a counselor from the list on the Troop website or bulletin board. These counselors have special knowledge in their merit badge subjects and are interested in helping you.
- Fill out a Merit Badge Card - Get a merit badge application (blue card) from the Scoutmaster or Advancement Coordinator. Complete the Scout information and have the blue card signed by the Scoutmaster.
- Call the Counselor - Set up the required meetings and activities. Give him or her the filled-out merit badge application (blue card) to keep track of your progress. All meetings for merit badge work must have at least two adults or two Scouts present.
- Complete all requirements – Get a merit badge book or check the Internet for resources on completing the merit badge requirements.
- Have the Counselor Sign the Card - Have the merit badge application (blue card) signed by the counselor when completed. The counselor will keep one part of the merit badge application (blue card).
- Have the Scoutmaster Sign the Card - Have the merit badge application (blue card) signed by the Scoutmaster when completed.
- Turn in the Card - Turn in the completed merit badge application (blue card) to the Advancement Coordinator.
- Get your Merit Badge - Receive your merit badge at the next Court of Honor.

### **13. Community Service and Special Activities**

Special community, district, and Troop projects are held throughout the year with all Scouts expected to attend and participate. These projects vary from Scout Expositions to participation in community functions (such as drives to collect food), conservation projects, manning a first aid station during a marathon, highway clean-up, etc. All rank advancements require a minimum number of community service hours.

### **14. Outings and Activities**

The objective of Troop 39 is to have at least one outing every month with Service Projects and other activities mixed into the schedule in order to give all boys opportunities to grow and have fun through Scouting. Troop 39 is also active at District Camporees, annual Troop Supertrips and trips to high adventure locations. (Refer to the Typical Calendar Year of Activities for more information).

Scouting is all about outings and outings are the best time to learn and demonstrate Scout skills, to develop socially, and to build memories that will last a lifetime. Typically, an outing is over a weekend, beginning on Friday evening and ending on Sunday. Most camping trips cost the Scout \$10.00 but special events will have additional costs. Fundraising is used to help offset the costs of outings. Age and rank requirements may apply to some trips that require a Scout to have certain skills.

A one-week summer camp highlights our Camping Program and is recommended for all Scouts. In addition to the other opportunities of Summer Camp, it is an excellent way to earn several merit badges. The cost is approximately \$225.00 (before Troop Committee support) plus spending money. Some Camp Merit Badge Programs may also have addition costs. Troop 39 currently alternates between Camp Grimes, Camp Raven Knob and other area camps for our annual summer camp. Troop scholarships may be offered if funding is available.

Super trips (long weekends, one or two week trips out of state, etc.) are held periodically in addition to the monthly outings.

One- and two-week programs are held for leadership and conservation training, both locally and throughout the United States. You may obtain information about these camps from the Scoutmaster or the local Council Service Center.

Prior to a Troop overnight, activity, or event, parents and Scouts receive explanations of destinations, nearest phone, activities planned, etc. As required by the BSA, a tour permit will also be filed at the Council Service Center in advance of each trip.

## **15. Event/Outing Coordination - Adult Leader in Charge**

Troop 39 uses the term Adult Leader in Charge. This person is the Registered Adult who is in charge of a particular outing. This person performs many of the duties of the Scoutmaster and Outdoor/Activities Coordinator and is a trained Adult Leader of the Troop who is in charge of organizing the trip, promoting the event, obtaining the specific permission slips, collecting information for the tour permit, developing the budget, determining the number of drivers or additional trip coordinators, and so on for the event. On a trip, the Leader in Charge is as important as the Scoutmaster on a trip that the Scoutmaster is attending, and becomes the single point of authority for those trips that the Scoutmaster does not attend.

## **16. Troop 39 Outing Guidelines**

To insure the safety of Scouts and success of all outing, Troop 39 has the following guidelines for all trips or outings. A Scout's safety is the most important functions of Scouting. Adult Leaders are trained in the Scouting Way and follow the Guidelines of Boy Scouts of America. These are general outing guidelines and are subject to change by the Scoutmaster to insure the safety of all attending and the success of the outing.

- Parents are to bring their Scouts to the location of departure and check them in with the Senior Patrol Leader. Scouts are not to be just dropped off. The Senior Patrol Leader (or acting Senior Patrol Leader) will check off the names of those present.
- If a Scout is to join the outing at some place other than the departure point, the parent must check the Scout in with the Adult Leader in Charge of the event or the Scoutmaster at the location. (To reiterate, Scouts cannot be checked in with any other leader of Troop 39.) The Scout will not be considered on the Troop 39 Outing until he has been checked in with the Adult Leader in Charge of the event or the Scoutmaster.

- Scouts are not to leave an outing unless they are released by the Senior Patrol Leader at the end of the outing. All gear will need to be stored or taken care of prior to Scouts being released. If a Scout needs to leave an outing prior to the final check out, the parents must clear this with the Adult Leader in Charge or the Scoutmaster prior to departure. On an outing, a Scout can not leave without the parents checking him out with the Adult Leader in Charge or the Scoutmaster
- Scouts are to travel only in vehicles listed on the tour permit. All vehicles on the tour permit will travel with the same guidelines (i.e., if electronics are not allowed, they are not allowed in all vehicles). The Adult Leader in Charge of the outing will determine the number of vehicles required for the outing and only those vehicles will be listed on the tour permit.
- Scouts are expected to travel with the Troop in vehicles listed on the tour permit. In rare cases, Scouts traveling in parents' vehicles must be cleared with the Adult Leader in charge of the outing or the Scoutmaster prior to the outing. Scouts in parents' vehicles not listed on the tour permit will not be considered on the outing until the parent checks the Scout in at the final location. Scouts being transported from an outing in a parent's vehicle must be checked out with the Adult Leader in Charge or the Scoutmaster. At no time will a Scout travel in a vehicle not on the tour permit unless it is driven by the Scout's parent.
- All vehicles listed on the tour permit are to follow the directions and travel itinerary as developed by the Adult Leader in Charge. The itinerary shall include written directions and a map. It should include the phone numbers of all of the drivers on the trip and any pre-determined dining and re-grouping stops. If at all possible, the itinerary should also include any destination information that is available.
- Troop 39 travels in Class B uniform on all outing unless changed by the Scoutmaster or the Leader in Charge.
- Scouts and adults on the outing are expected to remain with the Troop at all times. They are to complete only the activities listed for the outings.
- To attend an outing, the Scouts' parents must complete the Trip Permission Slip. The Scout must have a current medical form on file and agree to abide by the Troop 39 Guidelines.
- Troop 39 Guidelines state that outings are open to all parents. Many outings will require skills, endurance, and other abilities that may not be suitable for all parents. On many outings, Troop 39 Leaders are teaching the skills of Scouting. In many cases, this is best done with the full attention of the Scout. Parents wanting to attend outings are required to talk to the Scoutmaster prior to the event where activities of the outing will be covered.
- The tour permit of the outing will be completed by the Adult Leader in Charge of the Outing and signed by the Troop Committee. The Adult Leader in Charge will insure that there is a permission slip for each Scout attending. The Adult Leader in Charge will have a list of Scouts and adults attending the outing for the Senior Patrol Leader and the Scoutmaster. Within two weeks of the end of the event, the Adult Leader in Charge of the

outing will turn in a folder of the outing showing who attended, contacts for the outing, notes of what would be changed if the outing were to be conducted again, and all other important information of the event. The folder will be given to the Scoutmaster for filing and can be used for future outings. Also, the list of people attending will be given to the Advancement Coordinator.

## 17. Troop 39 Camping Trip Rules

As previously stated, one of the objectives of Troop 39 is to have an outing every month. Camping, backpacking and hiking are a special part of the Scouting program. Camping Trips include “tail-gate trips”, special activities, and backpacking trips. In order to promote safety and encourage the boys to experience the outing, the Troop has adopted some general rules specific to the Camping Program.

- The Patrol Leader will be responsible for recruiting a grub-master for each outing.
- The Patrol Leader and the Grub-master will be responsible for making sure that the patrol has an adequate number of tents and Troop-furnished equipment for each camping trip. This should be done on a designated weeknight prior to the weekend outing.
- Only the Patrol Leader and the Grub-master will be allowed to meet with the Quartermaster to check out the items needed by the patrol for the event, with the exception of any personal gear needed (backpacks, sleeping bags, etc.) The individual Scout and the Patrol leader will check out the needed equipment at the designated time.
- Each Patrol will be responsible for checking out and returning the equipment to the Troop Quartermaster. The patrol that signed for the equipment must reimburse the Troop for any lost equipment. Repair or replacement of equipment damaged by abuse will also be at the expense of the patrol. The Troop Quartermaster can assess a fee to the patrol for late returns of equipment.
- Equipment will be cleaned and dried at the Eagle’s Nest after the Troop returns from the event. Scouts are not allowed to leave after a trip until all gear is cleared and checked in by the Quartermaster.
- Scouts who have told their Patrol Leaders they are planning to go on a camping trip must pay their share of the food cost even if they cancel, unless the Patrol Grub-master has been notified before he has done the grocery shopping. Money must be paid in advance of the trip.
- No bottled or canned drinks will be permitted on camping trips without the prior approval of the Scoutmaster.
- Laced hiking boots with a substantial sole must be worn on the trail, to and from camp. Class ‘C’ footwear may be allowed for casual wear while at the campsite only. Per Troop policy, the Scoutmaster has final say pertaining to the appropriateness of all footwear.

- No radios, tape players, CD/MP3 players, iPods, video games, cell phones, wheeled boards, or coolers will be allowed on a regular camping trip. Coolers may be approved for tailgate camping trips. Permission for otherwise banned electronic items may be granted for certain special trips, i.e. Supertrips. If the Adult Leader in Charge allows items for travel, the Scout assumes all responsibility for the item and will not be reimbursed by the Troop if it is lost, stolen or broken.
- The Adult Leader in Charge will designate the registered leaders who are to carry cell phones for safety on each outing.
- No cots of any kind will be allowed on camping trips.
- Scouts who have not reached the rank of First Class must have his Scout Handbook with them at all times, even on outings. Outings are a great place to work on rank advancement with a leader. Only the Scoutmaster or Assistant Scoutmasters may grant an exception.
- Scouts should not take money on an outing unless the Scoutmaster recommends it during trip planning meetings.
- The campsite will always be left as clean as, or cleaner than, it was when we arrived.
- Per Troop 39 Policy - No sheath knives will be allowed at any time. Only folding, locking-type pocketknives may be used. Before a Scout can carry or use a knife he must have completed his “Tote-n-Chip” training and have his “Tote-n-Chip” in his possession.
- Camping suggestions: The sleeping bag should be packed in a waterproof stuff bag or large plastic trash bag. Extra clothing should also be packed in plastic bags to insure they remain dry. Any food carried in the backpack should be packed separately by meals and in waterproof bags (such as zip-lock bags). Axes and other sharp tools should be sheathed at all times when not in use. Full backpacks should not be more than 30% of a Scout’s weight.
- Scouts cannot leave an outing unless approved by the Scoutmaster or the Adult Leader in Charge of the outing.
- Upon returning after an outing, a Scout must help his patrol and the Troop clean and store all Troop equipment and gear used during the outing prior to being dismissed.

**FAILURE TO COMPLY WITH THE ABOVE CAMPING RULES MAY RESULT IN THE SCOUT NOT BEING ALLOWED ON THE NEXT OUTING, OR IN EXTREME CASES, REMOVED FROM THE CURRENT OUTING BY THE SCOUT’S PARENT.**

## **How does a Parent participate on an outing?**

Most outings conducted by Troop 39 are open to all parents of Scouts in the Troop. Non-registered adults attending outings are required to do the following:

- Complete and sign the adult outing form. This form gives the leaders medical and other important information that may be required.
- Agree to abide by the rules of Troop 39 and the directions of the leaders of Troop 39.
- Let the Scouts learn by performing tasks on their own.
- Understand that all outings may not be suitable for all adults.
- Stay with the group at all times during the outing unless approved by the Scoutmaster or the Leader in Charge.

## **18. Super Trips**

Super Trips are an opportunity for older Scouts to participate in more high adventure outings and are typically scheduled in the summer months. Examples of past super trips include backpacking at the Philmont Scout Ranch, sailing in Key West, and canoeing the Boundary Waters between the United States and Canada. Scouts must be active in Troop activities and meet minimum criteria to participate in super trips:

- Meet or exceed the Troop Participation Objectives.
- Meet or exceed the Troop Advancement Objectives.
- Meet or exceed the required participation in the mandatory functions, events, service projects, and outings established for the Super Trip.
- Sell at least the required minimum of items at the barbeque fundraiser and actively participate in all fundraising events.
- Be a First Class Scout before the start of the Super Trip.
- Attend at least one weeklong summer camp prior to the start of the Super Trip.
- Have maturity and social skills to get along with the group (to be determined by adult leadership).
- Meet the minimum age established by the High Adventure Camp, if applicable.
- Have approval of the adult leadership of Troop 39, consisting of the Scoutmaster, Assistant Scoutmasters, and Troop committee members.

These qualifications are subject to change depending on the specific trip planned. This is an example and a specific list of qualifications will be determined for each trip. The adult leadership of the Troop will take unusual circumstances into consideration.

The Troop may partially subsidize the Scout's basic trip<sup>6</sup> cost if the Scout has met the qualifications described above and the specific trip guidelines for meetings and outings established by the Scoutmaster and the trip adult leaders. Failure to meet these guidelines may result in reduced Troop funding or replacement of the Scout with an alternate. Alternates are expected to follow the same guidelines. Scout Bucks may also be used for the Scout's portion.

Adult leaders interested in chaperoning or attending a super trip should express their interest to the Scoutmaster. Adult leadership may be limited on some trips. Super Trip Coordinators must meet the following guidelines to be eligible to attend:

- Must be a registered leader with Troop 39 and be at least 18 years of age.
- Must be an active participant at Troop meetings and outings.

There may be times when there are more adults wanting to attend than are allowed. Safety and success of the trip is most important. Each adult will have the opportunity to be selected by the Troop committee based on the following criteria (in order of selection):

- 1) The Scoutmaster is the first adult selected to attend.
- 2) The Trip Coordinator is the second adult. (This person is selected from Leaders who qualify for the trip.)
- 3) Skill level and training of the adult.
- 4) Participation level in the Troop, including attendance of events, coordination of events and/or time given in support of Troop activities.
- 5) Leaders who have a son on the trip.
- 6) Consideration will be given to those who have not attended a super trip.
- 7) Leaders without a son on the trip (participation level in Troop will be used for selection).
- 8) Parents of a Scout on the trip (participation level in Troop will be used for selection).

Coordinators are the specific leaders required by the host high adventure camp (and must follow the two-deep leadership requirement per crew). Troop 39 follows a "minimum plus one" policy in selecting the number of Coordinators required for each trip. Coordinator fees are to be paid as follows: one-third by the Troop; one-third by the coordinator; and one-third divided among the other Troop youth participants.

All adults attending a super trip not as coordinators must meet the same requirements as the Scouts to receive Troop scholarships, space permitting.

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<sup>6</sup> Basic trip cost includes the actual cost of the high adventure camp, transportation, accommodations (outside of the high adventure camp), other activities and events planned in route and a portion of the required number of adult leaders coordinating and chaperoning the trip.

## 19. Typical Calendar Year of Activities

Troop 39 stays busy throughout the year with a number of activities. The PLC, with the help of the Scoutmaster, plans the activities several months in advance. Below is a list of activities in a typical year, which is subject to change. For the most up-to-date information refer to the Calendar on the Troop Website, [www.matthewstroop39.com](http://www.matthewstroop39.com).

<b>January</b>	<ul style="list-style-type: none"> <li>• Adventure (Winter Camping / Snow Skiing)</li> </ul>
<b>February</b>	<ul style="list-style-type: none"> <li>• Highway Clean-up</li> <li>• Scouting for Food (Joint event w/Pack 214)</li> <li>• Capture the Flag</li> <li>• Scout Sunday</li> </ul>
<b>March</b>	<ul style="list-style-type: none"> <li>• Backpacking</li> </ul>
<b>April</b>	<ul style="list-style-type: none"> <li>• Adventure (Canoeing / Bicycling / Climbing)</li> </ul>
<b>May</b>	<ul style="list-style-type: none"> <li>• Highway Clean-up</li> <li>• Adventure (Deep Sea Fishing / Backpacking / Canoeing)</li> </ul>
<b>June</b>	<ul style="list-style-type: none"> <li>• Summer Camp</li> </ul>
<b>July</b>	<ul style="list-style-type: none"> <li>• Super Trip</li> <li>• Philmont (as approved)</li> </ul>
<b>August</b>	<ul style="list-style-type: none"> <li>• Highway Clean-up</li> <li>• Adventure (Rafting / Caving / Climbing)</li> </ul>
<b>September</b>	<ul style="list-style-type: none"> <li>• Matthews Alive! Fundraiser</li> <li>• Local Adventure Outing</li> </ul>
<b>October</b>	<ul style="list-style-type: none"> <li>• BBQ Fundraiser</li> <li>• Etowah Camporee (Webelos 2 allowed)</li> </ul>
<b>November</b>	<ul style="list-style-type: none"> <li>• Highway Clean-up</li> <li>• Backpacking</li> </ul>
<b>December</b>	<ul style="list-style-type: none"> <li>• Lock-out / All-nighter (Webelos 2 allowed)</li> </ul>

## **20. What it means to be a Scout Parent:**

Parents are expected to participate when called upon to support the Troop. We need your participation for the Troop to be successful. Each parent should complete the Troop Resource Survey indicating their skills and interest, and return the completed form to the Advancement Coordinator. This form is included in the Appendix. All parents are expected to volunteer for the annual fundraising events, which currently include the Matthews Alive! Festival over the Labor Day weekend and the Annual Barbeque Sale on the first weekend in October.

Parents are welcome to attend Scout meetings and most Scout outings. All leaders and parents are required to abide by the rules set for each outing by the Adult Leader in Charge (i.e. sleep in tents; eat camp food; no radio or TV, etc.). All parents attending an outing with Troop 39 are a part of the OLD GOAT Patrol and are expected to participate in the Patrol activities (cooking, tenting, clean-up, etc.) just as the boys are to participate with their patrol during that outing. It is important to allow the boys space to grow and advance, which sometimes is best achieved when he is away from parents.

Parents wanting to have a bigger part in Scouting should consider becoming a registered leader in the Boy Scout of America. Typically, the Troop will pay for the training required by BSA.

## **21. Adult Leaders of Troop 39:**

All adults registered with Troop 39 must maintain current Youth Protection status in order to interact with any Scouts in any capacity or situation. The Troop Training Coordinator has the authority to restrict leadership activities for those adults who fail to comply with this stipulation.

Typically, new leaders with Troop 39 are assigned to the Troop Committee as a regular member. After completing the training required for a Troop Committee Member (see below), new leaders are eligible for Committee positions and may participate on Boards of Review.

Per BSA, the Scoutmaster recruits qualified adults to become an Assistant Scoutmasters. Those adults typically come from the pool that have completed the training and are active members with the Troop Committee. Additionally, leaders must complete the minimum required training for ASM (see below) in order to be registered with the Troop in that capacity.

All registered Adults in Troop 39 are in the OLD GOAT Patrol, even if they are assigned to be an advisor for one of the boy-lead patrols.

### **Minimum Requirements for ALL LEADERS**

- Complete a current BSA Registration form. (BSA will perform a background check based upon the Social Security Number, Birth Date and Driver's License Number submitted.)
- Complete Youth Protection Training within (30) thirty-days of joining. (This course is on-line and must be kept current – expires every (2) two-years)

- Complete Boy Scout Fast Start Training within (30) thirty-days of joining. (This course is on-line)
- Complete New Leader Essentials Training within (30) thirty-days of joining (This is the same as the Cub Scouts – it only has to be taken once.)
- Agree to abide by the rules of Troop 39. This includes leading by example so that the Troop can be a boy-lead program.
- Have a current medical form on file:
  - Class 2 Medical Form for adults under 40 years of age (current for (3) three-years or until 40<sup>th</sup> birthday); or
  - Class 3 Medical Form for adults over age of 40 (current for (1) one-year).
- All leaders that travel and work directly with the Scouts are required to have a full Boy Scout of America uniform – per Troop requirements.
- Read the BSA Guide to Safe Scouting within 3 months – this can be found on-line.
- Complete required training for your assigned position within the first 12 months.

**Additional Requirements for ALL LEADERS – position specific:**

- **Troop Committee Members**
  - Troop Committee Challenge
  - Board of Review Training
  - Eagle Board of Review Training (Recommended)
  - MUMC Bus Driver Training (recommended)
- **Scoutmaster and Assistant Scoutmasters**
  - Scoutmaster and Assistant Scoutmaster Specific Training
  - Introduction to Outdoor Leadership Skills
  - CPR Class (every Year)
  - Scoutmaster's Conference Training
  - Wood Badge (recommended)
  - Safety Afloat (recommended)
  - Safe Swim (recommended)
  - MUMC Bus Driver Training (recommended)
- **Merit Badge Counselor \***
  - Merit Badge Training

\*Merit Badge Counselors do not need to be a registered leader of the Troop, but are required to complete a BSA Adult Leader Application in order to have the background check performed and become a Registered Merit Badge Counselor.

Merit Badge Counselors interested in teaching classes on any aspect of Scouting should contact the Scoutmaster so he can plan this into the program schedule.

## Appendix



[Troop 39 Checklist for Membership](#)

[Troop 39 Emergency Medical Release Form](#)

[Troop 39 Permanent Permission Slip](#)

[Troop 39 Participation and Advancement Objectives](#)

[Troop 39 Resource Survey](#)

[Troop 39 Code of Conduct](#)

[Troop 39 Statement of Disciplinary Actions](#)

[Troop 39 Recommended Equipment List](#)

Forms are kept up-to-date on the Troop website at [www.matthewstroop39.com/resources.html](http://www.matthewstroop39.com/resources.html).

## Troop 39 Checklist for Membership

Scout Name: \_\_\_\_\_

Troop 39 Emergency Medical Release Form \_\_\_\_\_

Troop 39 Permanent Permission Slip \_\_\_\_\_

Troop 39 Participation and Advancement Objectives Form \_\_\_\_\_

Troop 39 Code of Conduct Form \_\_\_\_\_

Troop 39 Resource Survey Form \_\_\_\_\_

Troop 39 Application Fee \_\_\_\_\_

### Troop 39 Emergency Medical Release Form

I (we) hereby authorize any of the Adult Leaders of Boy Scout Troop 39 to give consent for emergency treatment of my son \_\_\_\_\_ while participating in Scouting activities. (print)

In the event a surgical procedure is deemed necessary, an effort will be made to contact one of the undersigned. If an Adult Leader is not able to contact the undersigned within a reasonable period of time, after consideration of the condition of my son and with the concurrence of two physicians that it is necessary to perform the surgery in order to protect my son's life or to prevent harmful deterioration of his condition, then any of the Adult Leaders of Boy Scout Troop 39 are further authorized to consent to surgical procedures on behalf of my son.

Hospitalization Insurance \_\_\_\_\_ (name of company)

Name insured \_\_\_\_\_ Policy # \_\_\_\_\_

**Scouts are required to supply a copy of their insurance card for the Troop files.**

Scouting Activity Accident Insurance through Mutual of Omaha is also carried on all Scouts.

Allergies \_\_\_\_\_ Prescription Drugs \_\_\_\_\_

\_\_\_\_\_

Allergic to bites/stings \_\_\_\_\_ Other (describe) \_\_\_\_\_

Signature (Father) \_\_\_\_\_ (print) \_\_\_\_\_

Signature (Mother) \_\_\_\_\_ (print) \_\_\_\_\_

Date \_\_\_\_\_

Phone (home) \_\_\_\_\_

Phone (work) \_\_\_\_\_

Cell or Pager \_\_\_\_\_

### Troop 39 Permanent Permission Slip

To whom it may concern:

I, the undersigned, give my son, \_\_\_\_\_, permission to attend Boy Scout Troop 39 activities/campouts with the understanding that hazards possibly happen and also that accidents do happen. I hereby relieve the Scoutmaster and/or any of his staff from legal liability of personal injury or accidental death for my son mentioned above. This will include all times from the time I leave my son with the Scoutmaster until the time I pick him up. Travel will be by Church bus and personal vehicles. I relieve all drivers of liability on the trip to and from the activity. I also relieve all drivers of liability on the trip to or from a campout/activity. Furthermore, in case of emergency, I grant permission for leaders to render First Aid and for other emergency medical attention by qualified medical personnel. I hereby relieve the Scoutmasters and other leader of Troop 39 from legal liability of personal injury or accidental death for my son listed above.

My son has a unique medical problem of \_\_\_\_\_ and I will ensure that he has all proper medication with him the duration of Scout functions.

In the event a surgical procedure is deemed necessary, an effort will be made to contact one of the undersigned. If an Adult Leader is not able to contact the undersigned within a reasonable period of time, after consideration of the condition of my son and with the concurrence of two physicians that it is necessary to perform the surgery, in order to protect my son's life or prevent harmful deterioration in his condition, then any of the Adult Leaders of Boy Scout Troop 39 are further authorized to consent to surgical procedures on behalf of my son.

If this signed document is not on file with the Scoutmaster, the Scout will not be permitted to participate in any Troop activities.

\_\_\_\_\_  
(Signature of parent/guardian)

\_\_\_\_\_  
(Date)

## Troop 39 Participation and Advancement Objectives

### Participation Objectives

Participation in the program is the key to Scouting. In order to obtain the maximum benefits from his Scouting experience, a Scout must actively participate in the overall program offered by the Troop. Troop activities are regular Troop meetings, Troop service projects, fund-raising projects, special Troop outings or activities, patrol meetings, camping trips, Summer Camp, Super Trips and Courts of Honor. Overachieving in one area does not offset shortfalls in other areas. Scouts are expected to be well-rounded and participate in all areas of the program offered by Troop 39. The activity levels listed below are to be achieved in each of the following areas in order to receive Troop subsidies:

- Troop meetings, patrol meetings, and Courts of Honor – 75%.
- Troop monthly outings (including Summer Camp, excluding super trips) - 75%.
- Service projects and special activities (example is Scout Sunday) - 75%.
- Scouts are also required to meet established minimum requirements for fundraisers.

If a Scout actively participates in church, school athletics/activities, or community athletics, then a minimum of 50% participation will be considered. This will be reviewed and decided on by the Scoutmaster and Committee Chairman and documented in writing and reported to the Troop Committee.

Should a Scout not achieve the participation objectives in a six-month (6) period, he will be counseled by Adult Leadership and his parents will be advised. Should a Scout not achieve these objectives in a twelve-month (12) period, the Adult Leadership will meet with the Scout and his parents to determine the level of interest in Scouting. In addition to the Troop subsidies, a Scout may not be allowed to participate in Scoutmaster Conferences and/or Boards of Review until his participation level is brought up to the appropriate level.

### Advancement Objectives

Upon joining the Troop, each Scout should purchase a Scout Handbook. Until a boy has earned the Rank of First Class, he must have his handbook with him at all meetings and outings. This is the Scout's record of his advancement as well as his base of knowledge for the Scouting program. Advancement should be tracked by the Scout in his book as it is earned and recorded or "sign-off" by a registered leader of the Troop. A Scout should earn the Rank of First Class within his first two (2) years of membership.

After obtaining the Rank of First Class, a Scout should earn a minimum of one (1) merit badge or one (1) rank advancement every three (3) months to actively progress in the advancement program of Scouting and obtain the maximum benefits from his Scouting experience.

Parents should encourage self-reliance through the merit badge and rank advancement program. Should a Scout not achieve the advancement objectives in a six-month (6) period, he will be counseled by Adult Leadership and his parents will be advised. Should a Scout not achieve these objectives in a twelve-month (12) period, the Adult Leadership will meet with the Scout and his parents. Should a Scout not achieve these objectives in an eighteen-month (18) period, the Adult Leadership will again meet with the Scout and his parents to determine the level of interest in Scouting.

Participation and Advancement Objectives for \_\_\_\_\_ accepted by:

Scout \_\_\_\_\_ Date accepted \_\_\_\_\_

Father/Guardian \_\_\_\_\_ Mother \_\_\_\_\_

## Troop 39 Resource Survey

Scout's Name \_\_\_\_\_ Date \_\_\_\_\_

Father

Name \_\_\_\_\_ Wife's Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell or Pager \_\_\_\_\_

E-mail Address \_\_\_\_\_

Occupation \_\_\_\_\_ Employer \_\_\_\_\_

Mother

Name \_\_\_\_\_ Husband's Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell or Pager \_\_\_\_\_

E-mail Address \_\_\_\_\_

Occupation \_\_\_\_\_ Employer \_\_\_\_\_

If you are a single parent, please complete your section only. Please check the areas in which you are willing to help.

General Activities	Special Assistance Programs																																																																																																										
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Check the list of Merit Badges and subjects on the following pages that match your job, business, profession, or hobby and skills.

## Troop 39 Code of Conduct

We recognize that for boys to grow to be responsible men, they need to be held accountable for their actions. Therefore, any Scout who intentionally participates in an activity that has the potential to cause harm to him or other Troop members, or behaves in a manner that reflects negatively upon Troop 39, the Chartered Organization or the Boy Scouts of America, will be disciplined.

Examples of improper conduct include but are not limited to:

- Not following the Scoutmaster’s or leader’s (youth and adult) orders or directions.
- Significantly unsafe actions - endangers himself or others.
- Exploring physical hazards without permission or supervision (lakes, creeks, cliffs, etc.).
- Leaving designated areas without the Scoutmaster’s or leader’s permission.
- Use of cursing or foul language.
- Excessively rowdy, unruly, loud, disrespectful, disobedient or disruptive behavior.
- Physical or verbal hazing or harassment of others.
- Physically harming self or others.
- Possession of a firearm, other weapon, or fireworks.
- Sexual offenses.
- Use of any controlled or illegal substance.
- Intentional damage to property.

Disciplinary action may include probation, suspension or in extreme cases, dismissal from the Troop. If the Scout has earned his Eagle rank, a revocation recommendation may be made to the National Council. In any case, a meeting with the Scout and the Scout’s parents will be conducted with the Scoutmaster and the Committee Chairman to determine a course of action.

Scout’s Name (print) \_\_\_\_\_

Participation in any Scouting activity by a Boy Scout, Adult Leader, or Parent of a Boy Scout, will be conducted in a manner that upholds the principals, standards, and ideals of the Boy Scouts of America as set forth in the Scout Oath and Scout Law.

Disciplinary action will be taken in all cases where conduct is not in accordance with this code.

Code of Conduct accepted by:

Scout (signature) \_\_\_\_\_

Father (signature) \_\_\_\_\_  
(or Legal Guardian)

Mother (signature) \_\_\_\_\_

Date \_\_\_\_\_

### Troop 39 Statement of Disciplinary Actions

**A. Immediate Dismissal:** To be used for most severe case when retaining Scout is not in the best interest of overall Troop objectives. If Scout has earned his Eagle rank, consider recommendation to National Council to revoke Eagle rank.

**B. Disciplinary Action:** To be used for less severe cases when retaining Scout is in the best interest of the Scout and Troop objectives.

Check options that apply below:

( ) 1. Continued total support and commitment of Scout for Scout Leadership, Adult Leadership, and all Troop activities. Participation and performance of Scout expected to be at highest possible level.

( ) 2. Continued total support and commitment of parents for Scout Leadership, Adult Leadership, and all Troop activities. Help Scout to participate and perform at highest possible level.

( ) 3. Attend all Monday night Troop meetings and patrol meetings for a period of \_\_\_\_ months, starting \_\_\_\_\_ and ending \_\_\_\_\_ (length of time determined by Adult Leadership). Absence may be excused only when the Scoutmaster is contacted by a parent in advance of the meeting.

( ) 4. Suspended from participation in all Troop activities (except as specified by Adult Leadership for a period of \_\_\_\_ months, starting \_\_\_\_\_ and ending \_\_\_\_\_. (Length of time determined by Adult Leadership).

( ) 5. Probation for an indefinite period of time.

( ) 6. Recommendation to the Troop Committee for removal from Troop membership.

Scout's Name (print)\_\_\_\_\_

Date \_\_\_\_\_

Disciplinary Action accepted by:

Scout (signature)\_\_\_\_\_

Father (signature)\_\_\_\_\_  
(or Legal Guardian)

Mother (signature)\_\_\_\_\_

Authorized by: \_\_\_\_\_ (Scoutmaster)

\_\_\_\_\_ (Committee Chairman)

Date of Action \_\_\_\_\_

Instructions: Prepare in duplicate. Sign both copies. Original remains in Troop files. Copy given to parents.

## Troop 39 Recommended Equipment List

### Backpacks

Camprails: Adjustable II  
 Astrial  
 McKinley  
 Kelty: Tioga R

### Sleeping Bags

Kelty: Silver Streak (25 degree; 2.6 lbs.)  
 Zephyr (30 degree; 2.5 lbs.)  
 Southern Star (20-10 degree; 3.15 lbs.)  
 North Face: Cats Meow (20 degree; 3.6 lbs.)  
 Slumberjack: Deelite (20 degree; 3.6 lbs.)

### Therma Rest

Standard Long (20x72x1 1/2")  
 Stuff Sack  
 Foam Pad

### Boots (waterproofing: use Aqua Seal Paste)

Hi-Tech  
 Merrill  
 Timberline  
 Vasque

### Sock

Polypropylene Undersocks  
 Ragg Wool

### Rain Gear

Nylon Poncho (no vinyl or plastic)

### Water Bottles

(2) 1 to 1 1/2 qt. each

### Space Blanket

56" x 84"

### Fuel Bottle

Nylon or aluminum (1 pint size)

### Misc. Equipment

Bath towel  
 Water purification tablets  
 \*Coffee Pot  
 \*Flip Handle Fry Pan 8"  
 Eating utensils and plate  
 Zip lock bags  
 Soap - Campsuds Only (biodegradable)  
 Sun glasses, Sun screen  
 HD Safety pins 2" or 3" (6)  
 Tent stakes (8 alum. gutter nails)  
 First Aid Kit  
 Compass  
 Flashlight  
 Waterproof matches  
 Pocketknife  
 Wash cloth  
 Towel  
 Toothbrush and toothpaste  
 Deodorant  
 Toilet Paper  
 Hair brush or comb

Note: Remember weight and ratings of product before you purchase. If you have any questions, ask the Scoutmaster.

\* Some items listed are supplied by the Troop. A Scout may wish to have his own.

All toiletry items and cleaning equipment should be in small quantities.