

THE AIM OF SCOUTING:

SCOUTING trains for CITIZENSHIP
by inculcating in the boy, from within instead of from
without, the qualities of
Character
Health and Strength
Handcraft and Skill
Service to Others

-- Scoutmaster's Handbook, 1959

WELCOME TO BOY SCOUT TROOP 292

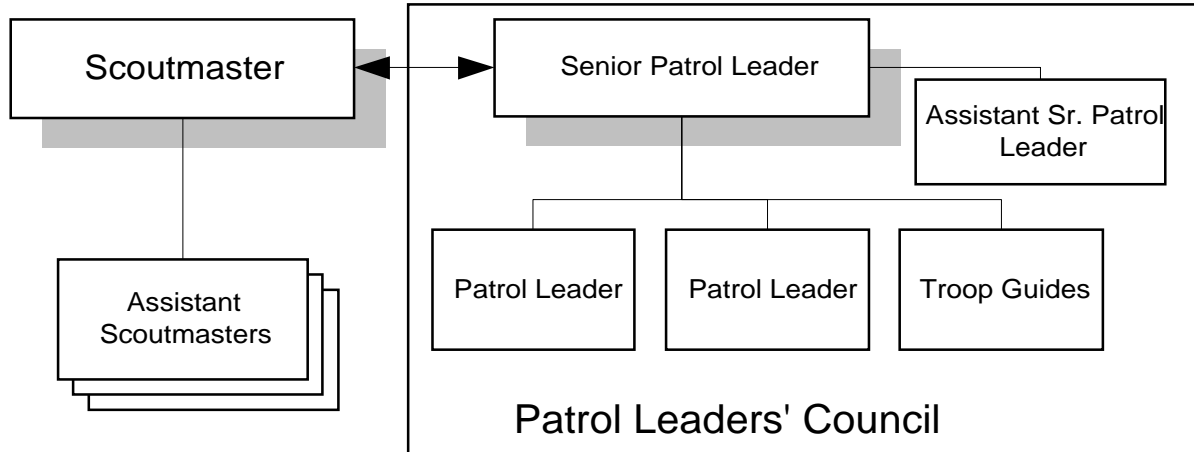
Welcome to the Boy Scouts of America organization -- Troop 292 is committed to providing the best possible Scouting experience with the resources available to us. Our goals are to help the boys learn leadership through camping and other activities, learn new skills, advance in rank if they so desire, and to have fun in a safe environment.

We have a good number of Scouts and the support of strong adult participation. Parental involvement is one of the major keys to success in Scouting. Parents are welcome to attend any meeting, but are especially encouraged to attend all Courts of Honor and parent's meetings. Presence at the Court of Honor is particularly important to the effectiveness of the troop's programs. We hope you, the parents, will get involved and we trust this handbook will excite your interest and answer some of your questions concerning our troop.



BOY SCOUTS OF AMERICA

Troop Operation



Troop 292 endorses the patrol method of Scouting and uses it in its program. Some objectives of the Patrol Method are to

- emphasize the importance of teamwork,
- create a sense of camaraderie and a community environment,
- assign specific responsibilities and require performance,
- and provide a format for practicing leadership skills.

The Troop is divided into patrols, each led by a Patrol Leader and his assistant. The patrols are under the direction of the Senior Patrol Leader and his assistant. They run the troop meetings under the supervision of the Scoutmaster and Assistant Scoutmasters. New Scouts are assigned to a patrol by the Scoutmaster. Patrol size is usually 6 to 8 boys, including experienced Scouts and New Scouts. Boy leaders are elected every 6 months by the Boy Scouts. The Patrol Leaders' Council consists of the elected boy leaders.

CHARTER ORGANIZATION. The organization of any troop begins with a chartering organization. Troop 292 is chartered by Spirit of Life Presbyterian Church in Apple Valley. The church is represented in the troop organization by the Charter Representative who serves on the Troop Committee.

DISCIPLINE. Minor discipline problems will be dealt with through the chain of command in the troop. It will begin with the patrol leader, advance to the Senior Patrol Leader, then on to the Scoutmaster. If the Scoutmaster feels the infraction is serious enough, recurring (same or different actions), or that multiple issues are involved it will be brought to the attention of the Committee Chair and the Troop Committee. At that point, or possibly prior to, the parents will be

notified. The plan from there will be handled in a case by case manner and could possibly include a probation period, a suspension period, or dismissal from the troop.

Each year the scouts are asked to read and sign a by-laws/code of conduct form. This makes them aware of the standards that are expected of them.

ELECTIONS for scout-held positions are held every 6 months. There are patrol positions as well as troop positions the boys vote for. For rank advancement, it is required that a scout holds one of these positions for a certain time period (typically 6 months).

The newly elected scout will be given a patrol position patch. Some will be new and some may

be used. When a scout no longer holds this position, he must provide his successor with a patch for that position. Some scouts like to keep their position patch as a memento. If so, they may either pass on the existing patch and purchase a new one for themselves or keep their existing patch and purchase a new one to be passed on. Please be courteous in the time element in passing on patrol position patches to the next scout.

JUNIOR LEADERSHIP TRAINING COURSE (JLTC) is a program designed to give scouts additional leadership training. A scout must have met certain rank/age/merit badge requirements and have the approval of the Scoutmaster. An application is submitted for approval to the council office. There are typically only 3 JLTC sessions held each summer at Tomahawk with 40 scouts per session. Given these limitations, only 3 scouts per troop are allowed to attend a given session of JLTC. It could occur that the scout office could decline an application.

The training is an intensive week long camp and provides the scout with ideas and skills to bring back to use within his patrol and the troop.

MEETING LOCATION/TIME. We are currently meeting at Spirit of Life Presbyterian Church on the SW corner of Pilot Knob Road and 144th Street. The troop meets every Tuesday, year round except on holidays or other times specified in advance, from 7:00 PM to 8:30 PM. Please be prompt in picking up your son. A parent or leader will wait at the church until your child has been picked up.

SCOUT BOOK. Each scout must have his own Boy Scout Handbook. They are available wherever scout products are sold. Be sure to have the scout write his name, address and telephone number in the front of his book as they are often misplaced and we would like to return them to the proper owner.

UNIFORMS. The Boy Scouts of America is a

uniformed organization and the scouts should wear their uniform properly and proudly. Depending on circumstances, either a "class A" or "class B" uniform applies. The scout uniform should not be worn to non-scouting activities or events.

The "class A" uniform is the official uniform of the Boy Scouts. It includes the scout shirt, Indianhead Council patch, red shoulder loops, green with yellow trim neckerchief, a neckerchief slide (purchased or handmade) and appropriate pants/shorts. Dress uniforms are required at every Court of Honor; uniforms must also be worn when traveling in order for the Scout insurance coverage to be in effect. If desired, the Scout can purchase official scout pants/shorts, the green scout belt, and a scout cap. Patch placement can be found on the inside cover of your son's Scout handbook.

We prefer the scouts not wear camouflage gear, sweatpants, soccer shorts, clothing with obvious rips/tears or other non-uniform styles. Certain scout activities held by the council will not allow this type of clothing. The scout shirt should be tucked into the trousers/shorts. Only official scout hats should be worn with the uniform.

Uniforms and supplies can be purchased through many outlets. There is a scout store in Burnsville (on Co. Rd. 42 across from Byerly's in the same mall as Petco and Ciatti's) as well as in St. Paul by the Cathedral and at the Har-Mar Mall. The Boy Scouts of America also has a catalog that carries not only uniforms but an extensive selection of scout merchandise. Please note that some Scout shops carry "irregular" items at a substantial savings. Just inquire at any Scout Shop. Another place to look for uniforms is on [E-Bay](#).

The "class B" uniform is a short-sleeved green t-shirts with gold lettering ('Troop 292'). Normally an order is placed in early May so the shirts are available for summer camp. These t-shirts are worn when specified for casual meetings and at some camping functions.

TROOP ACTIVITIES & CAMPING

CAMP COUNSELOR OPPORTUNITIES.

Tomahawk Scout Reservation utilizes the experience of older scouts to help lead activities at the summer camps. A scout needs to spend three weeks at a Counselor in Training (CIT) program held at Tomahawk the summer prior to the summer he intends to be a counselor. A camp counselor is a paid position.

CAMPOUTS are organized one weekend per month during the Troop year, with the exception of December and February. A ski trip in February is scheduled in lieu of a monthly campout. Volunteer drivers are always needed. Late arrivals and early departures for camp-outs will be allowed pending advance approval from the Scoutmaster. Upon returning from a camp-out, all Scouts must stay until the troop gear/equipment is properly stored. A leader will stay until the last Scout is picked up.

Each patrol will camp as a group in the troop campsite and will be responsible for their area of the campsite. All BSA camping etiquette will be followed and low impact camping procedures used. All persons must be prepared for the prevailing weather and activities. Each Scout is expected to furnish a backpack, sleeping bag, and mess kit with utensils for his personal use. Patrol cooking equipment and tentage is provided. Scouts are responsible for bringing their own equipment or arranging to share equipment.

The patrol leader organizes food for the entire patrol, and the costs are shared equally. If a boy decides at the last minute not to attend, his money will not be refunded. If a boy decides at the last minute to go, he must bring his own food or make things square with the other boys on the camp out (if enough food was purchased to accommodate the extra person eating).

ELECTRONICS such as Game Boys, CD players, etc. are not allowed at meetings or activities.

EQUIPMENT LISTS. An equipment list will be provided for major camping outings. Otherwise, normal camping gear is recommended. If your

child does not have an item on the list, please contact the Outdoor/Activities chair, the Scoutmaster, the Assistant Scoutmaster for that patrol, or one of the other leaders. Some equipment is imperative for your son to bring. Please do not send him on an activity without everything on the equipment list unless you have talked to one of the above-mentioned adult leaders.

HEALTH FORMS. Each scout is required to have a physical before attending any of the council activities (such as summer camp at Tomahawk or High Adventures). A physical is good for 3 years. The official scout health form must be filled out and signed by a physician. It is recommended that you make and keep a copy in your possession in the event something should happen to the original.

If a scout chooses not to attend Tomahawk, in lieu of a physical, the troop still requires a health form to be filled out and signed by the parents.

Adults attending Tomahawk or other High Adventure camps are also required to have a physical signed by a physician. The physical is also good for 3 years with the exception of adults over the age of 40 are required to have one every year.

HIGH ADVENTURE OPPORTUNITIES.

There are several High Adventure opportunities available to older scouts of certain rank. They offer activities to challenge the older scouts. These activities range from Sea Base (on a naval ship) to a trip through the Boundary Waters Canoe area to Philmont Scout Reservation in New Mexico (an arduous hiking week). The cost for these activities varies but are considerably more than Tomahawk. High Adventure activities usually require reservations at least one year in advance, sometimes more.

MISSED RIDES. When the troop travels together to an activity, we normally leave from the parking lot at Spirit of Life Church. A meeting time is always set. If your son misses the convoy you will be responsible for transportation to and from the activity unless you personally make arrangements with one of the leaders or another parent that is scheduled to drive at a later time. Please do NOT drop your child off at an activity and expect that we will have space available for him to return home. Seat belts are required for each scout/adult.

Because of church services on Sunday ... When the troop returns on a Sunday, the Scouts can be picked up at the parking lot at Highland Elementary at the SW corner of 140th and Pilot Knob Road.

SCOUT BOX. It has been found that a designated box in your home makes it easier to store your scout memorabilia. Should your son earn the Eagle award, it is nice to have some of the patches, pins, craft projects, etc. that helped lead him on the trail.

It has also been suggested that you establish a "camping box" for each scout. This will make preparation for a camping outing much easier if all the normal gear is located in one place.

SNOW HUSKIES & SPEARHEAD are the troop's council winter camps held at Tomahawk. Snow Huskies is for scouts under the age of 12. Spearhead is a winter survival camp and appropriate supplies/clothing are provided by the camp. We attempt to have the troop attend both camps during the same weekend in January. It does occur that this camp is sometimes canceled due to lack of snow.

New scouts that have just bridged into the troop from Webelos are not eligible to attend the first winter when they enter Boy Scouts (i.e. if they bridge over in mid-February, they cannot attend Snow Huskies the end of February that same year).

TOMAHAWK SCOUT RESERVATION. Each year our troop camps for one week at Tomahawk Scout Reservation near Long Lake in Wisconsin. We reserve our site (Santee in Chippewa) one year in advance for the last week in June.

Tomahawk camp provides the scouts with opportunities to earn many merit badges. This is also an excellent time for the scout to work on advancement requirements. It is highly recommended that your son attend this camp.

At least 2 leaders/parents are required at camp; parents are welcome to join the troop for all or part of the week. There is also a family camping area nearby.

The cost for camp is usually around \$150 (which includes all meals). Some merit badges require extra money for supplies (i.e. rifle shells, etc.) plus the scouts usually like to have some spending money for the trading post for pop, candy, patches, t-shirts, etc.



ADVANCEMENT & PERSONAL DEVELOPMENT

ADVANCEMENT. The advancement program of the national Boy Scout organization is designed to present a series of increasingly difficult challenges for the Scout to master. Advancement rewards individual effort and accomplishment at the same time that the patrol method is teaching group skills and rewarding successful group effort. Benefits of the advancement program include (1) increased self-confidence and self-reliance, and (2) improved goal setting skills and better planning techniques.

Rank advancement criteria are set forth by the national Boy Scout organization. For each rank advancement and merit badge, a Scout must appear before a trained adult and present his work. Usually, a parent is not allowed to counsel or approve advancement of his own child. This simple rule insures every Scout an equal opportunity to work with an interested adult other than his parent. Advancement is not mandatory in Troop 292. However, it is strongly encouraged at every opportunity.

BOARD OF REVIEW. When a scout has completed all the requirements of a particular rank and has met with the Scoutmaster (see Scoutmaster Conference), the scout then needs to arrange for his Board of Review. The scout will meet with the Board members (which will probably vary) who will ask him questions pertaining to the requirements he has just completed and whatever else they may feel appropriate for advancement to the next rank (i.e. "What advantages do you bring to the troop?").

The board will meet for a single boy, or, more commonly, will set up an evening shortly before a Court of Honor to interview several scouts wishing to advance.

COURT OF HONOR. The awards ceremony held to distribute awards and recognize advancements is called the Court of Honor. The Court of Honor is held quarterly, unless special situations require otherwise. The Court of Honor can range from a simple ceremony around a campfire at a public park to a more formal proceeding at a church. A scout is usually in charge of the event.

Programs, refreshments, flag ceremonies, etc. are the normal format. There is often a Court of Honor held each year at Tomahawk summer camp.

EAGLE RANK is the highest, most difficult to earn, and most prestigious rank a scout may earn. It requires advancement through all the ranks, a minimum number of merit badges of which several are specifically required, plus a council-approved service project. Other scouts in the troop are to be called upon to assist with the Eagle project.

It is up to the individual scout if he would prefer to receive his Eagle rank at a regular troop Court of Honor or at a special ceremony. If a special ceremony is chosen, it is up to the scout (and his family, friends, and/or other scouts/leaders the scout has asked) to make all the plans and arrangements. Ceremonies can range from simple to elaborate with or without a reception following. The Committee Chair has a file of sample invitations, programs, ideas, etc.

MERIT BADGES. Part of the rank advancement and learning experience of scouting is earning merit badges. There are over 100 merit badges that can be earned from archery to horsemanship to swimming. The list of merit badge counselors is available through the Advancement chair, Scoutmaster, or by calling the Indianhead scout office. Here are the typical steps for earning a merit badge.

1. Obtain a current copy of the merit badge book. The troop maintains a library of many of the merit badge books or you may purchase the individual books at any of the scout stores.
2. Contact the Scoutmaster or the advancement chairperson for an application (blue card). Have the card signed by the Scoutmaster.
3. Call the merit badge counselor for an appointment **before starting**. The scout should always meet the counselor with a buddy or parent present.
4. Once the merit badge has been completed and signed off by the merit badge counselor, the yellow card must be shown to the Advance-

ment chair for record keeping. Scouts should save all "applicant record" for badges earned; these will be required to earn Eagle rank.

ORDER OF THE ARROW is a distinguished group of scouts and adults in scouting program. A scout must meet certain eligibility requirements in order to be a candidate. Then the members of the troop hold an election for the candidate(s) they feel best exemplify the ideals of camping and other scouting criteria. The results of the election are announced at Tomahawk.

The scout(s) elected will receive information on the Order of the Arrow program and when the initiation weekend will be held. If the candidate successfully completes the requirements during the weekend, he receives a special sash and is considered a member of the Order of the Arrow. The scout has the opportunity to advance within this program.

RANK ADVANCEMENT. There are several ranks that boys may achieve in scouting. When a scout enters Boy Scouts, the first rank he would earn is the rank of Scout. After that the order is Tenderfoot, Second Class, First Class, Star, Life and Eagle.

The requirements for Tenderfoot, Second Class, and First Class ranks may be worked on simultaneously. However, these ranks are earned in sequence. The summer camp (Tomahawk) offers the Brownsea program to help scouts learn and practice the skills needed for Tenderfoot, Second Class, and First Class.

Each rank has different requirements that range from knot tying, community service hours, a certain number of (chosen/required) merit badges, time in the current rank (starting from the date of the Board of Review), holding a troop elected position, etc. Rank advancement requirements are in the Boy Scout Handbook.

Our troop also feels that participation in troop functions such as fundraisers, outings, meetings, and service projects is essential to rank advance-

ment. It is understood that a scout may occasionally need to take a "sabbatical" from scouting due to other activities in their lives (i.e. band, a sport, illness/injury, vacation, etc.). We would expect him to return to normal participation as soon as is reasonably possible.

If a scout has been away from the troop for an extended period of time without the troop being notified, we may call to see if he still has an interest in being a member.

If a scout chooses not to participate in troop functions but still requests to be advanced, the Board of Review could choose to delay his advancement. Sample reasons that could be cited in such a situation might be due to "lack of scout spirit" or if the held required troop position was not properly fulfilled.

SCOUT HANDBOOK. The Scout Handbook should be used to check off the requirements that a Scout has completed towards a Rank Advancement. The handbook has Checklists for all Scouting ranks. Remember, signatures and dates are required when a requirement is logged/checked off!

SCOUTMASTER CONFERENCES are required for each rank advancement. They are scheduled with the Scoutmaster and are conducted in a one-on-one interview. The scout should plan on making this appointment in advance. Boards of Review for the rank being earned cannot be conducted until this conference is completed.

SERVICE PROJECTS. Many service projects are conducted through the troop. The troop will keep track of the number of hours the best we can. If your son participates in any service activities outside the troop, please have the leader of the service activity provide us with signed written confirmation of the number of hours, type of activity, date(s), and the name of the volunteer organization. This can be typed on letterhead or handwritten on a piece of paper. Turn the confirmation in to the Advancement coordinator.

ADULT LEADERSHIP

ADULT LEADER TRAINING is offered by the Council throughout the year. There is a multitude of training options available such as Scoutmaster training, Wood Badge, Committee member training, etc. The training sessions are held at various locations around the Twin Cities area. Some sessions are for a single evening or day while others may require a longer time commitment. Notification of training will be in the troop newsletter and at Committee meetings.

ROUNDTABLE is the monthly training and information session for adult leaders held by the District (we are in the Chief Black Hawk District of the Indianhead Council). It is held on the 2nd Thursday of each month (except June and July). It is important that someone from our troop attends each session and brings the information packet back to the troop committee.

TROOP COMMITTEE. The Troop Committee consists of men and women interested in the Scouting program who wish to make a contribution to the program. Theoretically, committee members are appointed by the chartering organization, but in reality the committee consists of parents of Scouts in the troop and non-parents with an active interest in Scouting. Many of Troop 292's adult leaders were active in the Scouting movement as boys and all share a strong belief in the purpose of the program.

It is the function of the Troop Committee to support the troop program, not to operate it. The Scoutmaster and Assistant Scoutmasters are responsible for directing the troop program, and guiding the boy leadership to execute the troop program effectively. A good rule of thumb is: Is there a boy in the picture when this function is occurring? If not, the function is a committee function.

The troop committee consists of parent volunteers who fulfill the roles of Chair, Secretary, Treasurer, Secretary, Cub Pack Liaison, Advancement, Chartered organization representative, fund raising, Order of the Arrow, Equip-

ment, and Camping Coordinator. Parents are strongly encouraged to attend these meetings. Parents are always needed to serve on the troop committee or sub-committees in various capacities.

Committee meetings are held at 7:00 PM the 2nd Thursday of each month at the Spirit of Life Church. Any interested parent may attend regardless if you are a committee member or not.

TWO-DEEP LEADERSHIP. Our troop follows the Boy Scouts of America requirement of two-deep leadership. This means that for any troop activity, there will be at least a Scoutmaster and another leader/parent/adult in attendance. No boy will be allowed to sleep in a tent with a leader unless the leader is the scout's parent.

UNIFORMS. Class A and Class B uniforms worn by adult leaders serve as an example to the Scouts, and provide a sense of belonging to the group. Leaders wear their uniforms while traveling to and from Scouting activities. Many of our leaders were in Scouting in their youth -- on occasion, their uniforms will have patches earned as a youth, and may also display "knot" emblems earned for serving in a particular job.



PARENT INFORMATION

CAMPERSHIP FUND. The troop maintains a campership fund. Should a Scout have circumstances where a particular activity causes financial difficulty, the Scout or his guardian can apply for a 'scholarship' towards the activity. Remember, though, that the troop does participate in several fundraisers during the year ... so, a Scout **does** have the responsibility to earn money for his personal camping account. For details, contact the Scoutmaster or the Committee Chair; all information about the use of this fund is confidential.

DEPOSITS are sometimes required for camp or other outings and may or may not be available for refund if your scout (and/or parent) cancels.

DONATIONS. Many businesses are willing to make donations to scouting. We are eager to accept donations in most any form (monetary, food, other supplies).

E-MAIL. Please give us your e-mail address so we can send information to you. This includes the troop newsletter.

FINANCIAL. Any expenditure on behalf of the troop needs to be authorized by the Scoutmaster, Treasurer or Committee Chair. The troop is tax-exempt and the information for this is located in the troop checkbook.

When writing a check to the troop, please use the memo line in the lower left hand part of your check to inform us where to apply this money. This is especially important if you are paying for multiple events/scouts/adults with one check. The treasurer thanks you.

FRIENDS OF SCOUTING. Our troop participates in the Indianhead Council Friends of Scouting financial campaign. Quotas for our troop are determined by the Council based on the number of scouts/families in our troop. If we meet our quotas for participation and return of the forms (even if you are unable to donate), the troop will be provided, free of charge, our yearly insurance

and advancement badges. The campaign is usually held in February.

FUNDRAISING. Each scout is expected to participate, to the best of their ability, in the fundraising activities of the troop. Some fundraisers will also require additional assistance by parents (i.e. a pancake breakfast).

NEWSLETTER. The troop newsletter is handed out monthly, at a troop meeting. Please watch for it to come home as it often has valuable information for parents as well as scouts. It has been discussed that it may also be e-mailed to those who have e-mail and postal mailed to the families that do not have e-mail.

PARENT SURVEY. We would appreciate each parent filling out the parent survey, even if you are only filling out the name portion (but hopefully there will be more than that).

PHOTOS. If you take pictures of any of the troop activities, please get an extra copy for the scout scrapbook. You may give them to the Scoutmaster, Committee Chair, or Troop Historian.



The Parent's Role - Need for Parent's Cooperation

Troop 292 is a very active troop and all efforts in behalf of our sons are done by volunteers. Therefore, we ask that parents plan to do their part to help the troop function. All parents are encouraged to attend troop meetings. To better understand the program, parents are also asked to read the *Boy Scout Handbook* along with the other Scouting resources and to encourage their sons to do the same. All parents are asked to complete the **Troop Resource Survey**. This will give the Troop a better idea of your skills and interests and how you can help us provide the best possible program for our boys. If you desire to teach a Merit Badge(s) you must register with the BSA by completing an Adult Application form, which can be obtained from the Scoutmaster, and be approved by the Council. If your only position in Scouting is a **Merit Badge Counselor**, there is no annual membership fee. If you would like to become more active as a **registered adult leader** (a "Scouter") or a Committee Member you must also complete an Adult Application form. Annual dues for these positions are only \$7 which includes adult membership in the BSA, a subscription to *Scouting* magazine (published nationally by the BSA), and the distribution of *Closeups* (monthly newsletter published locally by the [Indianhead Council](#)). Parents are always needed to **sit on Boards of Reviews** (see the Advancement section). There is an adult sign-up list at every troop meeting for upcoming Boards of Review. It takes numerous adult drivers, hikers, and campers to transport and supervise our Scouts on their various outings. Whether you would like to join the troop on a hike or campout, or just want to drive to/from an activity, adults should volunteer for activities as soon as possible to better accommodate their own schedules. Participation in these outings provides parents opportunities to observe and/or share their son's Scouting experiences, as well as, occasions to get to know the other parents in the troop. This is quality time at its best! Parents are asked to participate in troop activities, get their boys (and themselves) to the meetings and activities on time, and encourage their son's progress on rank advancement and merit badges. Parents are also asked to help their boy maintain a neat and clean uniform and overall appearance. This includes the proper placement of badges and patches on the uniform according to the insignia guide in the *Boy Scout Handbook*. Parents are encouraged to help their son follow Scouting ideals outside of Scouting activities, such as the home, school, neighborhood, etc. It is understandable that parents may not be familiar with the Boy Scouts of America, its program or any of its processes or committees, e.g., the Board of Review or troop committee. The Scoutmaster or any of the Assistant Scoutmasters would be happy to spend whatever time it takes to help you feel more comfortable with this program and enable you to better contribute to the program.

