

TROOP 348



PARENT HANDBOOK

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ABOUT TROOP 348

HISTORY

Troop 348 was formed over 75 years ago In Lake Forest Park, WA and is one of the oldest Troops in the Chief Seattle Council and currently part of the Aurora District. Our charter organization is the Lake Forest Park Presbyterian Church.

PURPOSE

The **Boy Scouts of America (BSA)** is one of the nation's largest and most prominent values-based youth development organizations. The BSA provides a program for young people that builds character, trains them in the responsibilities of participating citizenship, leadership and develops personal fitness.

For over a century, the BSA has helped build the future leaders of this country by combining educational activities and lifelong values with fun. The Boy Scouts of America believes — and, through over a century of experience, knows — that helping youth is a key to building a more conscientious, responsible, and productive society. The founder of Scouting, Lord Baden Powell, put it more succinctly; Boy Scouting is having fun with a purpose.

GOAL

The Ideals of Scouting are described in the Scout Oath and Scout Law. These are the main building blocks of Scouting, and they describe our Troop's goal for each boy who joins. Without the Scout Oath and Law, Scouting would be just another fancy club.

METHODS USED TO WORK TOWARD GOAL

Look at the words in the Scout Oath and Law, and you'll see what Scouting can do for your son:

Scout Oath

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

Scout Law

A Scout is....

TRUSTWORTHY

A Scout tells the truth. He keeps his promises. Honesty is part of his code of conduct. People can depend on him.

LOYAL

A Scout is true to his family, Scout leaders, friends, school, and nation.

HELPFUL

A Scout is concerned about other people. He does things willingly for others without pay or reward.

FRIENDLY

A Scout is a friend to all. He is a brother to other Scouts. He seeks to understand others. He respects those with ideas and customs other than his own.

COURTEOUS

A Scout is polite to everyone regardless of age or position. He knows good manners make it easier for people to get along together.

KIND

A Scout understands there is strength in being gentle. He treats others as he wants to be treated. He does not hurt or kill harmless things without reason.

OBEDIENT

A Scout follows the rules of his family, school, and troop. He obeys the laws of his community and country. If he thinks these rules and laws are unfair, he tries to have them changed in an orderly manner rather than disobey them.

CHEERFUL

A Scout looks for the bright side of things. He cheerfully does tasks that come his way. He tries to make others happy.

THRIFTY

A Scout works to pay his way and to help others. He saves for unforeseen needs. He protects and conserves natural resources. He carefully uses time and property.

BRAVE

A Scout can face danger even if he is afraid. He has the courage to stand for what he thinks is right even if others laugh at or threaten him.

CLEAN

A Scout keeps his body and mind fit and clean. He goes around with those who believe in living by these same ideals. He helps keep his home and community clean.

REVERENT

A Scout is reverent toward God. He is faithful in his religious duties. He respects the beliefs of others.

Scout Motto

Be Prepared

Scout Slogan

Do a Good Turn Daily

Patrol Method

The Patrol is the basic unit of Scouting. When your son joins our Troop, he will become a member of a patrol. The Patrol is a group of Scouts that work together, help each other to achieve rank advancement, teach each other skills, participate in Camping, Hiking, Troop Activities, District/Council Events, together. Your Scout's patrol will be a lot like his family because his patrol mates will support him when he needs help, comfort him when he's scared, laugh with him when he's happy, and be right there with him when he gets muddy.

Outdoors

The Outdoors is where Scouting happens. Sure, some things are done inside, they can even be done in front of a computer, but the most important things happen outdoors on outings, participating in events and helping the community. Let's face it; Scouting wouldn't be any fun if you didn't get to go outside. In our Troop, we try to get your son outside a lot! He'll learn to be comfortable sleeping in a tent, hiking with a Backpack on and cooking his own (and his patrol mates) meals. He'll learn to become a better swimmer, better hiker, better camper, better cook, how to recognize plants and trees, use a compass, how to respect nature, how to be prepared for any weather or any emergency and lots of other things.

Advancement

Advancement is how Scouts learn things. Not only will your son learn skills like camping and first aid, but he'll have the chance to try out lots of hobbies and careers like electronics, journalism, fishing, coin collecting, sailing, canoeing, snow sports of all sorts and many other things. Each merit badge and Scout rank present your son with several requirements that he must achieve or complete that are challenging, but not overly so. They make him think about the world around him, plan tasks and motivate himself to accomplish them. Advancement in Scouting isn't like School. It's self-directed, fun, and helps your son to develop the confidence to do just about anything he puts his mind to.

Personal Growth

Personal Growth is not just an outcome of Scouting. Scouting helps your son learn about his strengths and weaknesses. It gives him a chance to try different things in a place where failure isn't punished. He may start out learning about himself without knowing it, but it won't be long before he really starts to look inward and see who he is.

Adult Association

You might think that Adult Association isn't that important to your son, but it is. Everywhere kids go, they are looking for adult approval. Sadly, they rarely get it except at home. Scouting gives your son a chance to get to know adults and learn to work with them. He'll get a chance to see how adults act and that will give him some good examples to go by when he becomes an adult. Scouting also gives you a chance to be directly involved in an activity with your son. Parents aren't just spectators in Scouting, they're the Scoutmasters, committee members, event organizers and the merit badge counselors. The adults in our Troop make Scouting possible.

Leadership Development

One of the most exciting things about Scouting is Leadership Development. Unlike other youth organizations or Cub Scouting, Boy Scouting isn't adult oriented. Adults are there to be guides and mentors. It's the Boys who make the decisions, develop the program, and make Scouting work. In Scouting, your son will get a real chance to make decisions, learn to compromise and actually lead other Scouts. He won't simply be doing what the adults tell him to do; he'll be deciding what to do and how to do it.

The Uniform

Your son's Uniform in Scouting is a lot more than just clothing. It's an outward symbol of the commitment he makes to the ideals of Scouting. It gives him a feeling of belonging to a group with similar values. It gives him a reason to take pride in the way he looks, and in the badges and awards that testify to his achievements. To the community he lives in, his uniform represents a welcome image, a reminder that not all kids are bad.

REQUIREMENTS TO BE A BOY SCOUT IN TROOP 348

- Troop 348 welcomes **ALL** religions and ethnicities.
- Any boy who is 11 years old, or who has completed the fifth grade or earned the Arrow of Light Award and is at least 10 years old, but is not yet 18 years old is eligible.

- Complete a Boy Scout application.
- Repeat the Pledge of Allegiance.
- Demonstrate the Scout sign and salute.
- Demonstrate tying the square knot (a joining knot).
- Understand and agree to live by the Scout Oath, Scout Law, Scout Motto, Scout slogan and the Outdoor Code.
- Describe the Scout badge.
- With your parent or guardian, complete the exercises in the pamphlet "How to Protect Your Children from Child Abuse: A Parent's Guide".
- Complete and have signed BSA health form prior to going on any outing.
- Participate in a Scoutmaster conference.

UNIFORM

WHERE TO BUY

Chief Seattle Scout Shop
 3120 Rainier Avenue South
 Post Office Box 440408
 Seattle, WA 98114-4408
 Phone: 206 721-5945
 Fax: 206-721-5119
 In Washington: 800-262-0133

Mt. Baker Council BSA Service Center:
 1715 100th Place SE, Everett, WA
 425-338-0380

**This is NOT our Council so will not carry Chief Seattle specific patches.

Online: <http://www.scoutstuff.org/>

WHAT TO BUY

Class A Uniform:

- BSA Scout shirt – short sleeve recommended
- BSA Pants – long pants with zip off legs recommended
- BSA belt - a belt must be worn with uniform
- BSA Scout Socks
- Green Shoulder Epaulets
- Chief Seattle Council Patch
- Purple World Scout Emblem Patch
- Merit Badge Sash for displaying earned Merit Badges (to be worn to Boards of Review, Courts of Honor and Troop ceremonies)
- BSA Cap – optional
- Scout Handbook Cover – optional but recommended

Troop will provide upon joining;

- Scout Handbook
- Neckerchief and Slide
- Troop Number patches

Class B Uniform:

- Class B uniform is a Troop t-shirt, which can be purchased from the Troop.

PLACEMENT OF INSIGNIA

For a "Uniform Inspection Sheet", go online to:

<http://www.scouting.org/filestore/pdf/34283.pdf>

WHEN TO WEAR

Class A uniform is worn to all Troop meetings unless told otherwise. Class A's are also worn at outings that involve other scout troops such as Camporee, Merit Badge Fairs, Council or District based community events and Summer Camp. Class B's are also worn to these scout events when participating in activities other than opening and closing Camp wide ceremonies and in the case of Summer Camp, gathering for Meals and announcements. Class B uniforms can also be worn, as designated by our Senior Patrol Leader or Scoutmaster, for work party's for Eagle Scout Projects, outings outside of the Church replacing a meeting and Troop only outdoor activities

TROOP ORGANIZATION

YOUTH LEADERS

The troop is actually run by its boy leaders. With the guidance of the Scoutmaster and his assistants, they plan the program, conduct troop meetings, and provide leadership among their peers.

Youth Leader Positions

- Senior Patrol Leader (SPL) - Leader in the troop. He leads all Scout meetings, Green Bar meetings and in consultation with the Scoutmaster, appoints other youth leaders and assigns specific responsibilities as needed.
- Assistant Senior Patrol Leader (ASPL) - Fills in for senior patrol leader in his absence. He is also responsible for training and giving direction to the quartermaster, scribe, troop historian, librarian, and instructors.
- Troop Historian - collects and maintains troop memorabilia and information on former troop members.
- Librarian - Keeps troop books, pamphlets and merit badge counselor list available for use by troop members.
- Instructor - Teaches one or more advancement skills to troop members.
- Chaplain Aide - Assists in troop religious services and promotes religious emblems program. He is guided and mentored by our Troop Chaplain
- Junior Assistant Scoutmaster - A Boy Scout 16years old or older who supervises and supports other boy leaders as assigned.

- Patrol Leader – Gives leadership to members of his patrol and represents them at the Green Bar meetings.
- Assistant Patrol leader - Fills in for the Patrol Leader in his absence.
- Troop guide - Advisor and guide to the Patrol he is assigned.
- Den chief - Works with a Cub Scout den as a guide in promoting Boy Scouts.
- Quartermaster - Responsible for troop supplies and equipment.
- Scribe - The Troop secretary. He attends and takes notes at all Green Bar and Planning Meetings.

GREEN BAR

Green Bar meets monthly and is composed of the following voting members: Senior Patrol Leader, Assistant Senior Patrol Leader, Patrol Leaders and Troop Guide(s). Non-voting member is the Troop Secretary. Green Bar is responsible for planning and conducting the troop's activities. The Troop's activities are selected and planned at the annual program planning conference held the weekend after Labor Day each year. The Troop's yearly plan is then submitted to the troop committee for approval. The Troop Committee either approves the plan or makes alternative suggestions for the Green Bar to consider. At its monthly meetings, the Green Bar organizes and assigns activity responsibilities for the weekly troop meetings. The Troop Committee interacts with the Green Bar through the Scoutmaster.

TROOP MEETINGS

Troop meetings are planned and conducted by the boy leaders under the coaching and guidance of the Scoutmaster and Assistant Scoutmasters. A typical troop meeting can include: Patrol competition, working on scouting skills, merit badges, patrol meetings and team building activities. Troop Meetings run from 7:30pm to 9pm every Monday except federal holidays and school holidays. Please note, we do meet on Teacher in service days. The meetings are held at Lake Forest Park Presbyterian Church in the Activity Room unless communicated otherwise for activities away from the Church.

SCOUTMASTER

The Scoutmaster is the adult leader responsible for the image and program of the Troop. The Scoutmaster and his Assistant Scoutmasters 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 can be male or female, but must be at least 21 years old. The Scoutmaster is selected by the Troop Committee and requires approval from the head of our Chartered Organization, Lake Forest Park Presbyterian Church.

The Scoutmaster's duties include:

General:

- Be officially trained by the Boy Scouts of America on all Scoutmaster position requirements and skills necessary to train, mentor and guide boy leaders.
- Work with other responsible adults to bring Scouting to boys.
- Use the methods of scouting to achieve the aims of Scouting.
- Counsel and mediate any issues between the boys to insure a safe and supportive atmosphere at all Meetings and events.

Meetings:

- Meet regularly with Green Bar for training and coordination in planning troop activities.
- Attend all troop meetings or, when necessary, arrange for a qualified adult substitute.
- Attend Troop Committee meetings.
- Conduct periodic parents' sessions to share the program and encourage parent participation and cooperation.
- Participate in annual membership inventory, conduct uniform inspections, participate in charter review meeting and charter presentation.

Guidance:

- Conduct Scoutmaster Conferences for all rank advancements.
- Provide a systematic recruiting plan for new members and see that they are promptly registered.
- Delegate responsibility to other adults and groups (assistants, Troop Committee) so that they have a real part in troop operations.
- Supervise troop elections for the Order of the Arrow.
- Review and approve all Eagle Scout Projects. Mentor, offer advice and be a sounding board during the Eagle Scout Project process.

Activities

- Make it possible for each Scout to experience at least 10 days and nights of camping each year.
- Encourage participation in council and district events.
- Build a strong program by using proven methods presented in scouting literature, Training activities presented by the District and Council
- Insure all activities are under qualified leadership, safe conditions and the policies of the chartered organization and the Boy Scouts of America.

As you see, the Scoutmaster has many responsibilities!

ASSISTANT SCOUTMASTER

To fulfill his obligation to the troop, the Scoutmaster, with the assistance of the Troop Committee, recruits Assistant Scoutmasters to help operate the troop. Each Assistant Scoutmaster is assigned specific program duties and reports to the Scoutmaster. They also provide the required two-deep leadership standards set by the Boy Scouts of America (there must be at least two adults present at any Boy Scout activity). An assistant Scoutmaster may be 18 years old, but at least one in each troop should be 21 or older, so he or she can serve in the Scoutmaster's absence. We recruit as many assistant Scoutmasters as possible. It has been found that many successful troops have three or more.

TROOP/PARENT COMMITTEE

The Troop/Parent Committee is responsible for conducting the business of the Troop, setting policy, and helping the Scoutmaster and Scouts with the outdoor program and other planned activities. The Parent Committee also has the responsibility to provide adults for boards of review. The Parent Committee consists of all parents and volunteers in our Troop. All parents and volunteers in our Troop must be registered with the BSA as members of the committee when their son joins the Troop as mandated by our Chartered Organization.

The Parent Committee meets in the multi purpose room of the Church on the second Monday of every month from 7:40pm to 9pm. It is expected that every scout's family participate in the Troop/Parent Committee meetings and volunteers in the running of the Troop. There are many volunteer opportunities.

Adult leaders in Boy Scouting (Scoutmaster and Assistants, Parents/Committee Members) enjoy watching boys grow and develop under their guidance. There is a commitment of time and resources necessary, but the rewards make it worth the effort. If every parent in the Troop takes a little responsibility for the operation of the Troop, then the commitment of time and resources will be greatly reduced for each family.

Adult Leader training is available to all parents. We urge all parents to be trained leaders. A trained leader is better qualified to handle today's problems with today's methods. Don't wait to be asked by the committee or Scoutmaster to fill a position.

COMMUNICATION AND INFORMATION

In addition to the Troop/Parent Committee meetings, your scout and the Troop website (www.troop348.org) the main form of communication between the Troop and families is through email. The Troop's email address is: Troop348@troop348.org. Please set your email server to accept this address and to not classify as spam. If you wish to send an email message to the troop, you may use this address. Please do not use it for anything other than Troop/Scout related business.

General Scouting information can be found at the Chief Seattle Council website:

<http://www.seattlebsa.org/> or Aurora District information: <http://www.seattlebsa.org/Aurora>

COST OF SCOUTING

COST PER FAMILY

- Annual BSA Scout membership dues (\$30) – this funds the BSA membership fee, Troop insurance, Troop chartering fees and some badges. Dues are due at the time of “Rechartering” – in October.
- Boys Life Magazine – optional (\$15) – paid in October at time of Recharter
- Registered adult annual BSA membership dues – (\$30)
- Activity fees – This is the cost of an activity as determined by the parent activity coordinator and the Troop Treasurer. The cost includes items such as: transportation or vehicle mileage for drivers (\$.30/per mile), food, and admission fee. This fee is due on or before the date of the activity along with a parent signed permission form to participate in the activity (see our Troop website, www.troop348.org for an example of the permission form).
- Uniform (+/- \$65)
- Backpacking and camping equipment (sleeping bag, tent, backpack, etc.)

COFFEE SALES SAVINGS ACCOUNT

Some of the costs of scouting can be alleviated if the scout participates in the Coffee Sales fundraiser. We sell ground and whole bean coffee in various blends made by Silver Cup Coffee. A portion of the profit of coffee sales (about 50%) the scout generates, go to the individual scout's savings account which is maintained by the Troop's Treasurer. The scout

may then use that money for any Troop activity or scouting equipment. In other words, ALL of the profit of the coffee that your son sells goes into his individual savings account – not to the general troop! The harder he sells the more profit he makes! Receipts for Scout related purchases are turned into the Troop’s Treasurer for reimbursement.

FINANCIAL ASSISTANCE

In order to better meet the needs of families or guardians who are in need of financial assistance for specific outings or events that Troop 348 participates in, the Parent Committee has created a “Scholarship” fund. This fund is designed to assist those families and/or guardians of a Troop 348 Boy Scout by helping to defray the cost of a specific outing or event of up to fifty percent (50%) of the total cost of the event. To apply, complete the Troop 348 Financial Assistance Form found on our Troop’s website: <http://troop348.org> under “Documents” and “Forms” then turn it into the Scoutmaster. This form shall be kept confidential and held on record by the Troop 348 Treasurer. The Scout Master and at least 2 of the 3 following committee members must approve this application: Committee Chair, Immediate Past Chair, and Treasurer.

Chief Seattle Council offers Council “Camperships” to help with in-council summer camp fees. Council Campership forms are found on Chief Seattle website: <http://www.seattlebsa.org> under “Camping” and “Forms”.

Financial assistance with other National and out of council BSA camps may be available. Some exploration would be needed.

GENERAL RULES

A safe and successful Scout program relies on our Scouts following the principles of the Scout Oath and Scout Law at all times.

To outline some of the major points -The following rules apply to all activities:

- No illegal drugs or alcohol
- No weapons, including fixed blade knives, hatchets, bows and arrows, fire arms of any sort, BB or paintball guns, sling shorts or fireworks
- Pocket knives can be carried only if scout has a Tote-N-Chip card
- Scouts are not allowed to bring guests unless approved by the Scoutmaster
- No lighters or unapproved combustibles
- No playing with fire
- No Electronic Devices: cell phones, ipods, etc. at Troop meetings or activities (excluding watches and calculators)
- No profanity or use of foul and mean spirited language
- When the Scout Sign is up everyone is expected to be silent
- Dangerous rough housing is not allowed i.e. tackling, tripping or careless ball throwing
- No bullying, teasing, mental or physical abuse
- Scouts will use the buddy system (2 scouts together) for safety at all times
- Scouts will properly use and care for Troop equipment
- Scouts will respect the property of other Scouts and the camp we are visiting

- Scouts will treat other Scouts and visitors with respect
- Scouts will follow the instructions of the Troop leadership without complaining and with a good attitude
- Scouts will be on time for all meetings, functions and activities

HOW TO HANDLE CONFLICTS

Troop 348 has a strict anti-bullying policy and will not tolerate bullying behavior. Never the less, conflicts between scouts can happen. It is our experience these issues are better addressed sooner rather than later. Please bring up any issues, no matter how seemingly insignificant immediately to the Troop Leadership. It is best if you encourage your scout to first address the issue himself. He can start by talking with his Patrol Leader. If a satisfactory result is not achieved, then the scout should go to the Assistant Senior Patrol Leader or Senior Patrol Leader. If the issue is still not resolved, then the scout should go to the Scoutmaster or Assistant Scoutmasters. At this point the Scoutmaster and Troop Committee Chair may wish to conduct a meeting with the scouts involved and their parents. Not every issue will have a clear resolution. Often times, the scouts involved will need to be coached and mentored for proper behavior and watched to see that future conflicts do not continue.

ATTENDANCE

One method of exhibiting "Scout Spirit" is attendance at all Troop meetings, camp outs, service projects, and other special Scout activities. If a Scout cannot attend an activity, he should inform his Patrol Leader. Scouts with leadership responsibilities must find someone to take their place if planning to be absent at an event. If for any reason a Scout misses a particular meeting; it is the Scout's responsibility to contact his Patrol Leader to get any information he may have missed and to "Be Prepared" for camp outs.

ACACIA CEMETERY SERVICE PROJECT

Every Memorial Day weekend, the Troop hands out American flags at Acacia Cemetery located on Bothell Way for family and friends to post at the graves of those family members who have past. We also participate in the Cemetery's Memorial Day Flag Ceremony as well as cook hot dogs for the visitors. Generally we are asked to participate for two of the three days from 9am to 4pm. It is expected that EVERY Scout participate for a minimum of one shift for this once-a-year event. Many veterans and former scouts visit the cemetery and very much like to see young scouts and share their stories. The scouts love to hear their stories!

GOOD TURN BRUNCH

One Sunday every year the Troop cooks and serves breakfast before each service for our Charter Organization, Lake Forest Park Presbyterian Church. This event takes place in February in close proximity to National Scout Sunday. It is expected that EVERY Scout participate for a minimum of one shift for this event which generally starts at 7:30am and concludes at about 11am. Many Church members (which include many current and former Scout families) look forward to the incredible breakfast cooked by the Scouts and have a quick chance to visit with them. The Scouts are also asked to help hand out programs.

ADVANCEMENT

RANKS

The trail to Eagle Scout consists of a series of ranks and badges. The Boy Scout Handbook describes the steps and requirements for each rank, as well as the requirements for merit badges.

Each rank includes the following requirements:

- activity in Troop and Patrol
- demonstration of Scout Spirit
- skill requirements
- Scoutmaster conference
- Board of Review

Scouts Parents **CANNOT** sign off any rank advancement requirements. Nor can a Scouts Parent sign off on any Merit Badge requirements unless serving as a registered Merit Badge Counselor.

Star, Life and Eagle ranks involve additional requirements of service projects, active service in a leadership position and merit badges. The Eagle Scout service project is done outside the sphere of Scouting and must have prior approval at the Troop, District and Council levels.

Scouts will be encouraged to advance, but will not be pushed to advance. Troop Leaders are responsible to provide advancement opportunities, but are not responsible for ensuring a Scout advances in rank.

When a Scout completes the requirements for rank advancement, he meets with the Scoutmaster to discuss his progress in Scouting. This meeting is called the "Scoutmaster Review". After the Scoutmaster review, the Scout requests a Board of Review from the Advancement Chair. The purpose of the Board is to determine all requirements have been met, the Scout's attitude and the acceptance of scouting ideals. The "Board" consists of volunteer parents. During the Review, questions from any of the Scout's previous rank advancements may also be asked. If the board approves, the scout will earn his rank at that time. We will award the Scout his cloth badge at the next Court of Honor ceremony.

Even though the Advancement Chairman maintains records of each Scout's advancement, it is each Scout's responsibility to maintain written proof of his advancement. Scout Handbooks provide places to have requirements signed off and Scouts will be given a signed card for each merit badge or rank advancement.

Possession of a patch is not considered proof. Eagle rank will not be granted without documented proof that all requirements have been completed

SERVICE HOURS

Service to others is an integral part of Scouting's purpose, and is an important component of the Scout Oath and Scout Law. Troop 348 participates in numerous service opportunities during the year as a group, with the Memorial Day weekend service project at Acacia Cemetery and the Good Turn Brunch as our main Troop Service projects. Every Troop 348 Scout is expected to participate for at least one shift during each of these events.

Other service opportunities come up during the year, and many of these are projects that an

individual Scout may choose to undertake (helping a neighbor, volunteering at a place of worship, cleaning a park, etc.). Some rank advancements require a number of service hours. These can be hours from individual or group projects. As all Scouts and their families are busy balancing school, sports, music, etc., as well as Scouting, volunteer hours done by the Scout towards other goals (e.g. Community Service Hours requirement for school) are accepted for reporting to the Service Hours coordinator in Troop 348.

Reporting of Hours: Scouts involved in *individual* service must report their hours to the Service Hours Coordinator within 30 days of their service. The exception to this rule is that accumulated summertime service hours may be reported up through the last day of October. Scouts must call the coordinator on the telephone to directly report hours in person (not voice mail) – information must include date, event name, and number of hours. If Scouts are involved in a *Troop 348 group* service project, then the Parent Event Coordinator will take responsibility for submitting this information to the Service Hours Coordinator on behalf of the Scouts. If the service project is a component of an *Eagle project*, then the Eagle Scout candidate must submit this information to the coordinator.

MERIT BADGES

The ranks for Star, Life, and Eagle require that Scout earned Merit Badges. When a Scout is ready to work toward a Merit Badge, he picks out a subject, discusses it with the Scoutmaster, and gets a merit badge application (blue card) signed by the Scoutmaster. The Scout can contact the Troop Librarian or Advancement Chair to receive the name of an appropriate Merit Badge Counselor. The Troop maintains a list of counselor within the Troop. Together, the Scout and the Merit Badge Counselor will map out a plan of action for completing the merit badge. Ask your counselor to help you learn the things you need to know or do. You should read the merit badge pamphlet on the subject or go online (www.meritbadge.com) to read requirements and printout work sheets to help.

In accordance with the Guide To Safe Scouting, no Scout is allowed to work one on one with an adult. Scouts are encouraged to work with another Scouts in the achievement of a merit badge. Scouts must either have another Scout or a Parent with him when he meets with the Merit Badge Counselor. It is the Scout's responsibility to contact the counselor and arrange for meetings. Once a Scout has completed the requirements towards earning a Merit Badge, he returns the filled out merit badge card to the Advancement Chairman.

MERIT BADGE REQUIREMENTS BY RANK

Tenderfoot	None
Second Class	None
First Class	None
Star	Six (including four from the required list for Eagle)
Life	Five more (including five from the required list for Eagle)
Eagle	Ten more (including five from the required list for Eagle)
Total 21 merit Badges, including 12 required for Eagle. 121 merit Badges available.	

REQUIRED EAGLE MERIT BADGES

Citizenship in the Nation	Personal Fitness
Citizenship in the Community	First Aid
Citizenship in the World	Cycling OR Swimming OR Hiking
Communications	Environmental Science

COURT OF HONOR

Our Troop holds a Court of Honor three times a year. A Court of Honor is a special Troop meeting where all family members are invited. The meeting is held for the purpose of providing extra recognition to those scouts that have earned rank advancement, merit badges or other accomplishments. The whole family is encouraged to attend even if a Scout has not earned any special recognition, to show support for those Scouts that have achieved, completed and/or participated in Troop Activities and advancements. Courts of Honor are also used special recognitions for both scouts and adults, to discuss the Troops accomplishments and future activities.

Our Troop presents mothers with a ribbon on which to wear miniature pins representing the Scout's rank. When a Scout earns the rank of Eagle, the Eagle Scout has the privilege of planning his own Court of Honor which all Troop Members should attend and be prepared to help in the Eagle Court of Honor should the Eagle Scout ask.

TIPS FOR SCOUTING FAMILIES

RECORD KEEPING

It is important for the scout to keep the records of all his advancements. This includes Rank cards, Merit Badge Cards and Records of Special Awards. The Troop provides a binder to the scout for this purpose.

THE BOY SCOUT HANDBOOK

Both Scouts and parents should become familiar with the contents of the Official Boy Scout Handbook, as it will provide answers to many questions. Descriptions of the requirements for each Scout rank, Scout Skill Awards, and several key Merit Badges are covered in the book. The Troop also supplies each family a DVD of the "Trail to First Class" which should also be referred to as it is an excellent source of information. As your son advances in rank Scout Leaders will date and sign off on the completion of each requirement in his Scout Handbook. Over time this book will become a valuable record of your son's achievements. We stress to the Scouts to take good care of their books as they have to last them a long time and the records of achievement they contain are critical to each Scout's personal advancement through the ranks. The purchase of a protective cover for the Handbook is recommended.

Scouts! Bring your book!

To all Troop meetings
To all patrol meetings
To all camp outs
To all Camporees
To Summer Camp
To Scoutmasters Conference
To Board of Review

PARENTAL SUPPORT

A key element in getting the most out of the scouting experience is active parental support. To be really successful, Scouting must become, to a certain extent, a family program and activity. Ideally, parental support consists of more than just driving your son to a Troop meeting and then picking him up. Good parental support consists of the following:

- Make sure your son attends all activities and is prepared for them
- Encourage your son in rank advancement (but don't do the work for him!)
- Take an active interest in all his scouting activities
- Attend all Courts of Honor
- Become active on or with the Troop Committee
- Support Troop 348's fundraisers, Service Projects, Eagle Scout Project work parties
- Become actively involved in the camping program. **There is a lot to do!**
- Provide transportation
- Sit in on Boards of Review
- Help with the Troop program
- Become a Merit Badge Counselor

Contact the Scoutmaster of the Committee Chair for more information

TRANSPORTATION

It is the responsibility of the parents to furnish transportation for their Scouts to and from Patrol and Troop meetings. Parents will be asked by the adult in charge of an event, to furnish transportation for the Troop outing/activity. If there is not enough transportation available, the activity can be cancelled.

For your protection, ALL drivers are required carry the following insurance limits:

\$100,000/300,000 (Public Liability) and \$50,000.00 (Property Damage). All drivers shall be at least 21 years old (Boy Scouts of America policy). We will use trucks only for the purpose of transporting equipment, no passengers except in the cab. All vehicles carrying passengers are required to have seat belts for each passenger. A list of Year, Make, Owner's name, Number of Seats, and Insurance Coverage will be filed with the Troop.

SUMMER CAMP

Each summer, Troop 348 spends one week at a Boy Scout Camp. The camp is owned and operated by the Boy Scouts of America. Participation by each Scout is strongly encouraged and has been found to be a necessity for advancement to Eagle Scout because so much merit badge work is completed in summer camp. While we favor participation with the Troop, Scouts can individually select to attend another Boy Scout Camp if desired.

The Summer Camp program revolves around merit badge and advancement related activities and **HAVING FUN!** The camp staff teaches the skills and each Scout makes his own schedule (with some help from the Scoutmaster or the summer camp coordinator) for the week. The Troop lives together at a campsite, in tents or Adirondack structures. Meals are prepared by the camp staff and eaten in a dining hall where each Scout takes his turn being a waiter. Summer camp also involves traditional Boy Scout Leadership positions (SPL, ASPL, PL, APL) and involves a conservation project and standard Camp Site maintenance.

OUTING POLICY/PROCEDURE

There is at least one scheduled outing each month, and often two - a camp out, a day hike or a day event. The Green Bar will select outings that reflect the interest of the Scouts of the troop. Since most advancement requirements for First Class and below require an outdoor setting, Scouts wishing to advance should attend. In accordance with BSA policy, Scouts will wear Class B Uniforms while traveling to and from outings.

1. Permission Forms

- a. The Parent Event Coordinator will distribute a permission form prior to the event including cost of the event, departure time, return time, etc.
- b. Return completed form with payment prior to the event – usually a minimum of a week before.
- c. A scout is not allowed to attend the outing without a completed permission form.
- d. If a scout signed up to attend an outing but does not, he will need to give an explanation to the Scoutmaster.
- e. If a Scout signs up and does not attend, the fee involved could be forfeited.

2. Cooking

- a. Cooking will be done in patrols on campouts.
- b. Prior to an outing, each patrol meets to develop a menu and shop for the food.
- c. Food money is not refundable if the Scout does not go on the outing, since the patrol will have had to purchase food prior to the outing.
- d. Patrol Leaders and adult leaders will advise Scouts of proper food preparation and cooking methods.

3. Pack and Equipment Check

- a. All packs to be inspected by Patrol leader prior to leaving.
- b. All patrol equipment and food will be checked prior to leaving.
- c. Clothing and boots will be checked prior to leaving
- d. If proper equipment, food, clothing and boots are not present the Scout may not be allowed to go.

* We expect all scouts to have packed all clothing, bedding and have the proper equipment with them based on time of year, potential weather, location, etc. We expect them to follow the packing lists found on the Troop website (www.tropp348.org) or any other website. An unprepared scout could pose a danger to himself and is fellow outing mates. A prepared Scout is more likely to have a great time!

4. Behavior on Troop outings

- a. If a scout is not behaving as he should as determined by Scout Oath and Law, the SPL and the Scoutmaster or parent leader in charge of outing, the Scout will be sent home if the leaders on the trip are unable to resolve the situation.
- b. The parent will be called and will be requested to come and get their Scout - No matter where the outing is or at what time.

5. Adult Leadership

- a. There will be at least two adults at Patrol or Troop outings
- b. On Troop outings there will be at least two adults, for the first eight Scouts. Then for every five more Scouts there will be one additional adult, if needed.

CAMPING/OUTDOOR EQUIPMENT

For a listing of the recommended minimum equipment for each Scout to participate in an outing, please see our website (www.troop348.org) for a packing list that will help scouts pack for outdoor events and Be Prepared. Following these lists ensures the Scout a successful outing.

*Troop 348 leadership hopes that this Parent Handbook is helpful to you.
Please contact the Scoutmaster, Assistant Scoutmaster, or the
Committee Chairman(s) for further information about Troop 348.*