

TROOP 60

HANDBOOK



MEMBER OF THE
GREAT TRAIL COUNCIL, BSA
WHISPERING PINES DISTRICT

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ABOUT THE BSA

The Boy Scouts of America (the BSA) is one of the largest Scouting organizations in the United States of America and one of the largest youth organizations in the United States, with more than 2.4 million youth participants and nearly one million adult volunteers. The BSA was founded in 1910, and since then, more than 110 million Americans have been participants in BSA programs at some time. The BSA is part of the international Scout Movement and became a founding member organization of the World Organization of the Scout Movement in 1922.

The BSA's goal is to train youth in responsible citizenship, character development, and self-reliance through participation in a wide range of outdoor activities, educational programs, and, at older age levels, career-oriented programs in partnership with community organizations. For younger members, the Scout method is part of the program to instill typical Scouting values such as trustworthiness, good citizenship, and outdoors skills, through a variety of activities such as camping, aquatics, and hiking. In order to further these outdoor activities, the BSA has four high-adventure bases: Northern Tier (Minnesota, Manitoba, and Ontario), Philmont Scout Ranch (New Mexico), Sea Base (Florida), and Summit Bechtel Reserve (West Virginia).

The traditional Scouting divisions are Cub Scouting for children in grades K-5, Boy Scouting for youth ages 11 to 18 and Venturing and Sea Scouting for young men and women ages 14 (or 13 and having completed the 8th grade) to 20. Learning for Life is a non-traditional subsidiary that provides in-school and career education.

Beginning in 2018, girls have the opportunity to join Cub Scout dens, and in 2019, programs for older girls will make it possible to earn the rank of Eagle Scout.

The BSA operates traditional Scouting by chartering local organizations, such as churches, clubs, civic associations, or educational organization, to implement the Scouting program for youth within their communities. Units are led entirely by volunteers appointed by the chartering organization, who are supported by local councils using both paid professional Scouters and volunteers.

BSA Mission Statement:

The mission of the Boys Scouts of America is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Law.

HISTORY OF SCOUTING

Robert Baden-Powell was a general in the British army who became famous for his leadership during the Boer War in South Africa between Britain and the descendants of the Dutch settlers, the Boer. After the war, Baden-Powell wanted to use his fame to help boys become better men and to have fun while they were doing it.

In 1907, Baden-Powell invited a group of boys to Brownsea Island off the coast of England to attend the world's first Boy Scout Camp. Its success led him to write a book called Scouting for Boys. Thousand of boys read it and wanted to join the new organization. Scouting spread like wildfire through England and, before long, around the world.

Scouting came to America because a boy did a Good Turn, an act of kindness for which he expected no reward. It happened many years ago on the London, England, when an American named William D. Boyce lost his way. A boy walked up and asked if he could be of assistance.

Mr. Boyce explained where he wanted to go. The boy led him to his destination, but when Mr. Boyce offered to give him some money, the boy said, "No, thank you, sir. I am a Scout. I won't take anything for helping."

William Boyce was so impressed by the boy's kindness that he met with Lord Robert Baden-Powell. He liked what Baden-Powell told him, and he knew that boys in the United States would want to be Scouts, too.

No one knows what happened to the boy who guided Mr. Boyce through the London fog, but he will never be forgotten. Like many acts of kindness, what was done proved to be far more significant than who did it. the boy's Good Turn helped bring Scouting to America

The Patrol Method

"The patrol method is not a way to operate a Boy Scout troop, it is the only way. Unless the patrol method is in operation you don't really have a Boy Scout troop."

-Robert Baden-Powell

"The object of the patrol method is not so much saving the Scoutmaster (and adults) trouble as to give responsibility to the boy."

-Robert Baden-Powell

"Never do anything a boy can do"

-Robert Baden-Powell

A patrol is a small group of scouts who actively work together on assignments that benefit the group, the individual members and the Troop as a whole. Each new scout will be assigned to a specific patrol.

The patrol method allows Scouts to interact in small groups where members can easily relate to each other. It places responsibility on young shoulders and teaches boys how to accept it.

Troop 60 operates under the patrol method. Each patrol operates as its own unit not only during the troop meetings, but also on campouts. The Patrols plan together, camp together, cook together, eat together, advance together and have fun together. Each member of the patrol is expected to actively participate in planning events, outing meals, presentations and other assigned activities. Each patrol elects one of its members to be a representative called a Patrol Leader (PL). These elections are held twice a year. Leadership duties begin immediately after the election.

While the adults can probably set up the tents, cook the meals and plan events more efficiently than the scouts, adult interference defeats two of the primary purposes of Boy Scouting—leadership development and becoming self sufficient. If it looks like your son needs help, encourage him to ask an older scout to show him how to do it. The older scouts will be more than happy to help. Many new patrols will be assigned an experienced scout as a Troop Guide for this purpose. If you have a question, ask a uniformed leader.

Boy-Led Troop

“Scouting is a game for boys under the leadership of boys under the direction of a man.”

-Robert Baden-Powell

“Training boy leaders to run their troop is the Scoutmaster’s most important job.”

-Robert Baden-Powell

“Train scouts to do a job, then let them do it.”

-Robert Baden-Powell

In Troop 60 the boys are the leaders. The Senior Patrol Leader (SPL), Assistant Patrol Leader (ASPL), Patrol Leaders (PL) and various other positions, plan the yearly calendar, plan and run the weekly troop meetings and plan outings. They do this through a leadership council known as the PLC (Patrol Leaders Council). This council is chaired by the SPL and meets once each month usually on the last Tuesday of the month.

Patrol Leader (PL) is responsible for keeping patrol attendance records, advancement records and equipment information. The Patrol Leader is also responsible for maintaining communications with patrol members on special occasions or when they miss meetings

Patrol Quartermasters are responsible for patrol equipment upkeep.

Troop 60 boy leaders are expected to lead.

Be Prepared

Be prepared for what? “Why for any old thing.”

-Robert Baden-Powell

Troop 60 scouts are expected to “Be Prepared.” They are expected to prepare themselves by attending meetings, learning and using their scout skills and reading their scout handbook. They are also expected to follow through with assignments to better themselves and fellow troop members.

TROOP 60

Background

Troop 60 is a chartered troop of the Boys Scouts of America, sponsored by Westminster Presbyterian Church, Boardman, Ohio. The church is responsible for leadership, providing a meeting place and support for troop activities. Troop 60 is run by scouts, most notably the Senior Patrol Leader (SPL), Assistant Senior Patrol Leader (ASPL) and Patrol Leaders (PL). A Troop Committee, made up of adults, provides overall guidance and policy enforcement.

Troop 60 operates by three main principles developed by our Founder Lord Robert Baden Powell: the Patrol Method, the Boy-Led Troop and be Prepared.

Meetings

Troop meetings are held every Tuesday evening at 7:00 to 8:30pm. year around in the scout room of the Westminster Presbyterian Church.

Cancellations are usually only if Boardman school was cancelled that day **due to weather** or if by prior announcement. During the school year the troop does NOT meet on “no-school” days. On certain occasions, the troop meeting may be moved to an alternate location or a different time and date. Such changes will be announced in advance. Please consult the troop calendar for more information about changes in meeting times and locations.

Important announcements are made at the beginning and at the end of the meetings. Parents are always invited to attend our meetings. We do encourage parents/guardians to attend at least the first and last 10 minutes of each meeting to hear the announcements. The scout should bring the following items to each meeting: Scout book, Notebook, pencil, and knot rope.

Patrol Leader Council Meetings (PLC)

These meetings are the last Tuesday of each month unless announced otherwise. SPL, ASPL, PL’s and other Junior Leaders are expected to attend. If the Patrol Leader is unable to attend, he should ask the Assistant Patrol Leader to run the meeting in his absence.

Annual Planning Conference

The troop considers September as the start of the new program year. Each August there will be a special PLC meeting to plan the program for the coming year. Planning includes themes ideas, our monthly outings, annual and special events. All troop officers should attend this meeting.

Purpose/ what happens at the meetings

Meetings are held:

- To provide leadership opportunities
- To plan outings and other troop activities
- To enjoy games and competition to test and learn skills
- To provide an opportunity to work on advancement and merit badges
- To experience occasional outside speakers on a variety of topics
- To reinforce the principles of scouting
- Ceremonies and recognition

The Patrol Leader Council (PLC) organizes the scouting year into themes, each culminating in an outing. The weekly meetings are used to learn and practice new skills related to the theme, plan outings and to work on advancement requirements. Each meeting begins and ends with an appropriate ceremony, devotes some time to skill work, some to patrol meetings and usually will work in a game or competition testing the new skill.

The meetings are planned and run by the youth leaders and provide a lot of leadership-building experience. The meetings are also a time to build and maintain scout spirit. Formal recognition ceremonies are held quarterly, at a Court of Honor, during the regular meeting time.

Attendance

To be considered active, attendance is necessary to stay informed of troop activities and for rank advancement. Troop meetings are usually reserved for skill development. The skills the scout will need for most rank advancement will be used and applied during campouts. Attendance at several outings a year will expose the scout to many skills. The mastery of skills is necessary for rank advancement. Meeting attendance is important for planning and the patrol method of getting prepared for outings. Meetings help the scout to develop as a leader and/or patrol member. Those scouts accepting leadership roles are expected to attend regularly. Election to such a position and receiving credit for it requires regular attendance.

The Patrol Leader Council (PLC) plans a full year of activities that provide abundant opportunities for fun, rank advancement, community service and leadership. Regular attendance will ensure any scout all the opportunities he needs to meet the requirements for Eagle.

There are many energetic, ambitious scouts with other interests. Perfect attendance is not required. Many scouts from our troop have earned Eagle while playing sports, participating in band and other activities. It can be done.

Communications

Troop 60's objective is to provide effective communication so all scouts and their families know "what's going on" regarding troop activities. It is the scout and family's responsibility to take advantage of the opportunity to stay informed. Most information is given at the weekly meetings. Effective communication is a two way street.

The bulletin board in the troop meeting room, Troop calendar, and verbal announcements during the first and last 10 minutes each meeting are the troop's most common methods of communication.

Web Site

The troop web site is: www.scout60.com. The troop maintains an Internet web site with information available to troop families and the general public. The purpose of the website is to inform troop families, promote the troop to potential members, and helps other troops and scout leaders benefit from our experiences. Keeping in mind the public nature of the Internet, the troop "webmaster" will take care not to publish names and other information that could be used for harmful purposes.

Refer to the web site's calendar for the most updated schedule of events.

UNIFORM

The uniform indicates a purpose and commitment to the BSA program ideals.
All scouts wear a uniform in order to unify the troop and to identify its members.

Class ‘A’ Meeting attire: Tan BSA uniform shirt with all official insignia, olive pants or shorts, green BSA scout socks and closed toe shoes. This uniform is to be worn to regular meetings (Labor Day to Memorial Day and while traveling to and from all outings and community events).

Class ‘A’ Ceremony attire: Class A meeting attire plus merit badge sash and troop neckerchief. (NO Tennis Shoes) This uniform is to be worn to all Boards of Review, Court of Honor ceremonies, Eagle Court of Honor ceremonies and announced special events.

Class ‘B’ Uniform: Blue Troop 60 T-shirt, a scouting related shirt or a plain t-shirt, olive pants or shorts and tennis shoes. This uniform is to be worn to regular meetings (Memorial Day to Labor Day), during summer camp, during any summer outing.

Clothing with graphics depicting the promotion of tobacco, alcohol, drugs, rock bands, silly sayings, slang, etc. is unacceptable. Hats, scouting or otherwise, should not be worn indoors.

Standard Shirt Insignia

The following insignia are required on the official BSA shirt, and must be sewn in the correct position:

Shoulder loops - Dark Green

Left sleeve - Great Trail Council patch, Numeral 60, Troop position badge

Right sleeve - American flag, Quality Unit patch

Left Pocket - Badge of rank, Arrow of Light (if earned)

For More information please see national’s GUIDE TO AWARDS AND INSIGNIA

Troop Neckerchief

The Troop 60 neckerchief is a distinctive and unique emblem of the troop which is given to the scout after attaining the rank of Tenderfoot. The troop neckerchief design incorporates the following:

Blue background - the blue sky of the great outdoors

Red piping - the sacrifices of those who have made our country free and the courage to live the scout law and oath

Compass - points the way to go. It points to the northeast for Ohio and at 60 degrees for Troop 60.

Boys reaching the rank of Eagle may wear the official Eagle Scout Neckerchief.

TROOP CODE OF CONDUCT

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 a 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 and makes 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.

All members of the Boy Scouts of America are expected to conduct themselves in accordance with the principles set forth in the Scout Oath and Law. Physical violence, hazing, bullying, theft, verbal insults, drugs and alcohol have no place in the scouting program and may result in the revocation of a scout membership in the unit.

Adult leaders will monitor scouts' behavior and intercede if necessary. Parents of scouts who misbehave will be informed by the leaders and asked to help deal with the problem. In the event that repetitive or serious incidents or misbehavior occurs, a meeting of the unit committee members will be called to meet with the parents to determine the best course of action to be taken to correct the problem. If a constructive course of action does not solve the problem, and the problem continues, the unit may revoke a scout's membership.

RANK ADVANCEMENT

Scout-----Tenderfoot----Second Class-----First Class-----Star-----Life-----Eagle

Rank advancement measures the growth of the scout. The achievement of each scout rank requires certain knowledge and the satisfaction of requirements. To attain the higher ranks in scouting (Star – Life - Eagle) certain merit badges must be earned.

Troop outings offer fun, excitement and opportunity for advancement. Active participation in the troop activities will enable the scout to advance with no problem. Ultimately it is up to the scout to practice and master the skills needed for advancement.

It is the goal of Troop 60 for each new scout to attain the rank of First Class within one year.

Once the scout feels he is ready to demonstrate sufficient knowledge and skill development for individual rank requirements, he must arrange a test session with the Scoutmaster, Assistant Scoutmaster, registered adult leader or older scouts appointed by the Scoutmaster.

After the scout has successfully demonstrated that he has completed the requirement, the leader performing the test acknowledges the fact by dating and initialing the appropriate area in the scout's handbook. The scout should then inform his patrol leader that he has completed a requirement so that his accomplishment is recorded in the patrol advancement records.

All scouts must have a current issue of the Boy Scout Handbook and should bring their handbook to all events.

The scout's parents may not sign-off on rank advancement except for the scout badge requirement that calls for a review of the Child Abuse pamphlet found in the scout handbook and confirming the scout displays scout spirit in his day-to-day life. (Scout #6, Tenderfoot #9, 2nd Class #8 & 10, 1st Class #11, Star #2, Life #2 and Eagle #2). These requirements state that a scout must display scouting spirit in their day-to-day life by applying the principles of the scout oath and the scout law to their everyday life. Parents are in the best position to accurately judge if the scout, on a daily basis, has met this requirement.

Once all the requirements are signed off for a rank, a Scoutmaster conference is scheduled, and then a Board of Review. The Scoutmaster conference must be completed before the Board of Review.

Some merit badges are worked on during troop meetings and some require additional individual work at home in conjunction with a merit badge counselor.

Scoutmaster Conference

After the scout completes the requirements for a new rank, he must contact the scoutmaster, or his design, to schedule a rank advancement conference. The Scoutmaster Conference is an informal discussion between the scout and the scoutmaster about the scout's accomplishments, to verify the requirements are complete, and to set goals for his future in scouting. The scout must present himself in appropriate meeting attire and bring his updated handbook.

Board of Review

Purpose—To assure the scout has completed rank requirements.

To assure the scout is having a good experience in scouting.

To allow the scout to ask questions and offer his suggestions for the troop.

To encourage the Scout to progress further in earning Ranks and Merit Badges.

Following the scoutmaster conference the final step in rank advancement is the Board of Review (BOR). The BOR is a meeting with a group of adults from the troop who will review the scout's rank advancement efforts to see if the standards have been met. A discussion will occur with the scout about what he has done and what he has learned in the process completes the review. The scout is encouraged to discuss his ideas about scouting and troop activities in which he has participated. The scout must present himself in **Class A Ceremony attire and bring his handbook**.

Boards of Review's are planned for the last Tuesday of each month. It is the scout's responsibility to schedule a Board of Review at least one week in advance by notifying the Advancement Chair or completing the sign-up sheet on the bulletin board.

After a Board of Review is successfully completed, the Advancement Chairperson will ensure that his rank advancement dates are recorded in the troop records and the BSA Internet Advancement site. The date of the Board of Review is considered the date of rank advancement even though a scout may not receive the new rank patch until the next meeting or Court of Honor.

The scout is also responsible for informing the advancement Chairperson of any scouting awards, other than rank advancement, that he has earned.

Unit Guidelines for Minimum Active Participation

The advancement requirements for each of the Scout ranks (as set forth in the Boy Scout Handbook) includes a requirement that the Scout be active in his troop and patrol. For advancement to Scout, Tenderfoot, Second Class and First Class, active participation is specifically defined in the Boy Scout Handbook.

For advancement to Star, Life and Eagle, the Boy Scout Handbook requires more broadly that the Scout be active in his unit and patrol for a specified number of months in his prior rank.

- Star: Be active in your unit (and patrol) for at least four months as a First Class Scout.
- Life: Be active in your unit (and patrol) for at least six months as a Star Scout.
- Eagle: Be active in your troop, team, crew, or ship for a period of at least six months after you have achieved the rank of Life Scout

The 2017 BSA Guide to Advancement defines that “Active Participation” requires that:

1. The Scout is registered.
2. The Scout is in good standing.
3. The Scout meets the unit’s reasonable expectations; or, if not, a lesser level of activity is explained.

Set forth in the table below are a set of guidelines outlining Troop 60’s reasonable expectations for participation, as adopted by the Troop Committee (9/9/2014) and subsequently by the executive committee of the sponsor organization. These guidelines articulate a minimum set of expectations for Active Participation. As outlined in the Guide to Advancement, if a Scout falls below these minimum expectations, a Board of Review will decide whether the Scout meets the “active” requirement for advancement.

Troop 60’s minimum expectations for active participation:

Measurement	Approximate Annual Total	Minimum Requirement			
		Annually	Star (4 Month ¹)	Life (6 Month ¹)	Eagle (6 Month ¹)
Regular Troop Meetings The scout attends and is actively engaged in regular(non-planning) troop meetings	35	No less than 20 per year	No less than 8 in a 4 month period	No less than 12 in a 6 month period	No less than 12 in a 6 month period
Overnight Campouts ² The scout attends and is actively engaged in troop overnight campouts	12	No less than 5 per year	No less than 4 in a 4 month period	No less than 3 in a 6 month period	No less than 3 in a 6 month period
Troop Activities ³ The scout attends and is actively engaged in troop activities*	30	No less than 12 per year	No less than 4 in a 4 month period	No less than 6 in a 6 month period	No less than 6 in a 6 month period

¹ Months do not need to be consecutive.

² Overnight Campout: spend at least one night camping and participate in the majority of the campout activities.

³ Troop Activities Include: Court of honor, Eagle Court of honor, Troop service projects, Eagle service projects, PLC meetings, annual planning meeting, one day’s activities on a scheduled campout (where scouts are not camping overnight)

Summer Camp/NYLT: Participation in the week-long Summer Camp or NYLT (including participation as staff) will satisfy a one month equivalent for regular Troop Meetings, overnight campouts and Troop Activities.

Merit Badges

Merit badge requirements are listed in the merit badge booklets. These may be borrowed from the troop library by contacting the troop librarian or may be purchased at any BSA Resource Center. The first step is to select an approved Merit Badge Counselor. The Troop has a list of all counselors that the scout may use for reference. Secondly the scout should obtain a blue merit badge card from the scoutmaster; asking for his approval to start the merit badge by signing the card. Once the signed blue card is obtained, the scout should contact the Merit Badge Counselor who can guide you through the requirements. When the requirements are completed and “signed off“ by the authorized Counselor, present the blue card to the Scoutmaster for his signature then to the Advancement Chairman who will record the achievement and order the Merit badge(s).

Courts of Honor

The Court of Honor is a ceremony in which formal recognition of scout achievement is given to the scouts who earned merit badges, advanced rank, won awards or otherwise distinguished themselves. The full **Class A Ceremony** uniform is required.

Courts of Honor are planned and conducted by the scouts for their families four times a year: March, June, September and December. A patrol is assigned to provide and serve refreshments.

Courts of Honor are held in the scout meeting room of the church. The June Court of Honor is a family potluck picnic held in the pavilion on the church grounds. The December Court of Honor is a potluck dinner held in the church fellowship hall. As with all Troop activities, the Scouts play a primary role in planning these events.

Eagle Courts of Honor

The Eagle is Scouting’s highest rank award. Eagle events are planned and hosted by the Eagle Scout’s family. All scouts attending the Eagle Court of Honor are required to wear the **Class A Ceremony** attire.

Community Service

A Scout is Helpful. A Scout is Kind. Community service is required for Rank Advancement. It is recommended that each scout keep a record of the date, hours and projects in which he has served in the back of the Scout Handbook.

The troop’s expectation is for all scouts to help whenever they are needed or called upon. Not just to complete the service obligation for rank advancement, but help whenever possible: to help our sponsor organization (Westminster Presbyterian), to help with community needs, to help Eagle candidates with their Eagle service projects and just to be helpful as part of the spirit of scouting.

ADULT PARTICIPATION

Troop Committee

Every parent is strongly encouraged to become a member of this committee. A small fee is required to become registered through the scout council. By being a member you will receive Scouting magazine. However, you do not have to be a registered member in order to attend the Troop committee meetings. In order to vote on important topics concerning the troop, an adult must be a registered member of the Troop committee.

Troop Committee Meetings

The troop committee meetings are designed for parents, youth leaders and scoutmasters to discuss matters relating to the troop. The troop strongly encourages the participation of at least one parent at these meetings. The committee meets quarterly during the regular troop meeting in an adjacent room. These meetings are usually held in March, June, September and December one week prior to the Court of Honor.

Occasionally special committee meetings are called to address troop business between normal scheduled meetings. Emails and announcements during the meetings are used to notify the committee about these meetings.

Parent Participation

The success of an organization is measured by the involvement of its members. Parent involvement is an essential part of Scouting. Parent help is expected and strongly encouraged. The type of help is different from cub scouts. Parents are needed for:

1. Boards of Review held monthly
2. Merit Badge Counselors (individuals with a fair amount of interest and knowledge about the topic) Renewed yearly.
3. Membership of the Troop committee that supports the Boy Led Troop
4. Fundraising activities
5. Various Committees
6. Transporting and accompanying Scouts on outings

Annual “Troop” Fundraisers

Monies raised at these events are used to purchase and replace equipment for the troop. These events must be successful to keep the troop financially strong.

Maple Syrup Festival Chinese Auction

Held in the spring each year in Boardman Park

Prior to the festival, the parents of the troop donate, or solicit donations, for items to be auctioned. Parent volunteers create decorated theme baskets for which they sell Chinese Auction tickets at the Maple Syrup Festival.

Music in the Park Cake and Beverage Sale

Held June-August at Boardman Park

Scouts and parents are asked to donate cakes and pop for this event and help to sell these items on pre-selected dates. A percentage of the money raised is deposited in the troop accounts of the scout volunteers.

Pancake Breakfast (Occasional Event)

This event is usually held once a year on Sunday. A percentage of the money raised is deposited in the troop accounts of the scout volunteers.

Annual “Scout” Fundraisers

Popcorn Sales

Held September to November. Delivery in December

Money raised on popcorn go directly into the scout’s account. The money a scout raises can be used for scouting related activities or supplies.

Smoking

BSA policy prohibits smoking and tobacco use by adults in the presence of the scouts.

TROOP LEADERSHIP POSITIONS

Every scout is encouraged to assume different positions within the troop. These are opportunities to grow in leadership and to fulfill advancement requirements. No scout will be forced to take a position. Scouts may choose to accept a position when he feels ready for the challenge of assuming that role.

All rank advancement above First Class requires leadership service, which can be satisfied by effective performance in most of the positions noted below.

Because the entire troop depends on these leaders, failure to follow through on outings, meetings, special events or carry out responsibilities may result in the leadership position being transferred to another scout.

Elections for Troop Leadership Positions are held every six months in October and April. In the event that no scout volunteers to run for the leadership positions, these positions will be appointed by the SPL, Scoutmaster or Assistant Scoutmaster.

All elected and appointed positions should be fun and rewarding.

Senior Patrol Leader (SPL)

When accepting the role of SPL, the scout agrees to provide service and leadership to the troop. The SPL is responsible to the Scoutmaster, Assistant Scoutmaster and troop members.

Specific Duties of the SPL include:

Preside at all troop and PLC meetings, events, activities and annual program planning conference.
Assign duties and responsibilities to other junior leaders.
Set an example for other scouts.
Wear the uniform correctly.
Live by the Scout Oath and Law.
Show and help others develop Scout spirit.

Assistant Senior Patrol Leader (ASPL)

When accepting the role of ASPL, the scout agrees to provide service and leadership to the troop. The ASPL is responsible to the SPL.

Specific Duties of the ASPL include

Be responsible for training and giving direct leadership to the following junior leaders: historian, Order of the Arrow troop representative, scribe, librarian, quartermaster, and chaplain aide.
Help lead meetings and activities as called upon by the SPL.
Guide the troop in the SPL's absence.
Perform tasks assigned by the SPL.
Function as a member of the PLC.
Set a good example.
Wear the Scout uniform correctly.
Live by the Scout Oath and Law.
Show and help others develop Scout spirit

Patrol Leader (PL)

When accepting the role of PL, the scout agrees to provide service and leadership to the troop. The PL is responsible to the SPL.

Specific Duties of the PL include:

Be responsible for giving leadership to his patrol members by keeping them informed of information discussed during PLC meetings, providing guidance during troop meetings and outings.

Take weekly attendance within the patrol.

Help lead patrol activities and planning as called upon by the SPL.

Perform duties assigned by the SPL.

Function as a member of the PLC.

Set a good example.

Wear the Scout uniform correctly.

Live by the Scout Oath and Law.

Show and help others develop Scout spirit.

Assistant Patrol Leader (APL)

This position does not fulfill the position of responsibility requirement for rank advancement.

When accepting this role of APL, the scout agrees to provide service and leadership to the troop. The APL is responsible to the PL and SPL.

Specific Duties of the APL include:

Assisting with leadership within the patrol as needed and as directed by the PL.

Function in the PL role in his absence. See duties listed above.

Attend PLC meeting when PL is unable to attend. In a timely manner, report to the PL all information discussed during the meeting.

Set a good example.

Wear the Scout uniform correctly.

Live by the Scout Oath and Law.

Show and help others develop Scout spirit.

Troop Guide (TG)

When accepting the role of TG, the scout agrees to provide service and leadership in the troop. The TG is responsible to the Scoutmaster, Assistant Scoutmaster and SPL.

Specific Duties of the TG include:

Introduce new Scouts to troop operations.

Guide new Scouts through early scouting activities.

Help new scouts earn the first Class rank in their first year.

Teach basic scout skills.

Coach the PL of the new-scout patrol on his duties.

Attend PLC meetings with the PI of the new-scout patrol.

Set a good example.

Wear the scout uniform correctly.

Live by the Scout Oath and Law.

Show and help others develop Scout spirit.

Historian

When accepting the role of historian, the scout agrees to provide service and leadership to the troop. The Historian is responsible to the ASPL, Scoutmaster and Assistant Scoutmaster.

Specific Duties of the Historian include:

Gather pictures and facts about past activities of the troop and keep them in scrapbooks or information files.
Take care of troop keepsakes.
Keep information about troop alumni.
Set a good example.
Wear the scout uniform correctly.
Live by the Scout Oath and Law.
Show and help others develop Scout spirit.

Librarian

When accepting the role of Librarian, the scout agrees to provide service and leadership to the troop. The Librarian is responsible to the ASPL, Scoutmaster and Assistant Scoutmaster.

Specific Duties of the Librarian include:

Establish and maintain a troop library.
Keep records on literature owned by the troop.
Add new or replace items as they are outdated or as needed.
Have literature available for borrowing at the troop meetings.
Maintain a system to check literature in and out.
Follow up on late returns.
Set a good example.
Wear the scout uniform correctly.
Live by the Scout Oath and Law.
Show and help others develop Scout spirit.

Scribe

When accepting the role of Scribe, the scout agrees to provide service and leadership to the troop. The Scribe is responsible to the ASPL, Scoutmaster and Assistant Scoutmaster.

Specific Duties of the Scribe include:

Attend Patrol Leaders' Council meetings (PLC).
Keep a log of PLC meetings.
Keep attendance record
Set a good example.
Wear the scout uniform correctly.
Live by the Scout Oath and Law.
Show and help others develop Scout spirit.

Chaplain Aide

When accepting the role of Chaplain Aide, the scout agrees to provide service and leadership to the troop. The Chaplain Aide is responsible to the ASPL, Scoutmaster and the Assistant Scoutmaster.

Specific Duties of the Chaplain Aide include:

Lead "Scouts own" services on campouts as directed.
Encourage saying grace at meals while camping or on activities.

Lead troop in prayer at troop meetings, Courts of Honor or other activities as directed.
Set a good example.
Wear the scout uniform correctly.
Live by the Scout Oath and Law.
Show and help others develop Scout spirit.

Quartermaster

When accepting the role of Quartermaster, the scout agrees to provide service and leadership to the troop. The Quartermaster is responsible to the ASPL, Scoutmaster and Assistant Scoutmaster.

Specific duties of the Quartermaster include:

Keep records of patrol and troop equipment.
Keep equipment in good repair.
Keep equipment storage area neat and clean.
Issue equipment and see that it is returned in good order.
Suggest new or replacement items to the troop committee or Scoutmaster.
Work with the troop committee member responsible for equipment.
Set a good example.
Wear the Scout uniform correctly.
Live by the Scout Oath and Law.
Show and help others develop Scout spirit.

Den Chief

When accepting the role of Den Chief, the scout agrees to provide service to the Cub Scout Pack. The Den Chief is responsible to the Den Leader, Cubmaster and Pack Committee.

Specific Duties of a Den Chief include:

Serve as the activities assistant at den meetings.
Contact and/or meet regularly with the den leader to review the den and pack meeting plans.
If serving as a Webelos Den chief; help prepare boys to join boy scouting.
Project a positive image of Boy Scouting.
Set a good example.
Wear the scout uniform correctly.
Live by the Scout Oath and Law.
Show and help others develop Scout spirit.

Order of the Arrow Troop Representative (OA Rep)

When accepting the role of OA Rep, the scout agrees to provide service and leadership to the troop. The responsibility should be fun and rewarding.

The OA Rep is responsible to the Scoutmaster and Assistant Scoutmaster.

Specific Duties of the OA Rep include:

Reporting any information about OA activities pertinent to troop members.
Organize OA elections annually in April with the Scoutmaster and the OA Leader.
Project a positive image of the Order of the Arrow.
Set a good example.
Wear the scout uniform correctly.
Live by the Scout Oath and law.
Show and help others develop Scout spirit.

ADULT LEADERSHIP

Scoutmaster

The scoutmaster has the responsibility for overseeing all scout activities. It is his task to make sure that scouting activities are purposeful, safe and accomplishes the aims of scouting. He is responsible for training boy leaders. He is the advisor to the Patrol Leaders' Council. The scoutmaster does not participate in Boards of Review.

Assistant Scoutmaster

The assistant scoutmaster assists the scoutmaster in his responsibilities. The assistant scoutmaster does not participate in Boards of Review.

Troop Committee

The troop committee is made up of all scout parents. They are responsible for selecting the scoutmaster, approving the assistant scoutmasters, treasurer and committee chairman. The troop committee oversees advancement, financial matters, approving outings and establishing troop policies. Registered Committee members may also participate in Boards of Review.

Troop Committee Chair

The troop committee approves the troop committee chair selection. The chairperson presides over the troop committee meetings and Eagle Courts of Honor.

Advancement Chair

The advancement chair presides over Boards of Review, keeps up to date record of individual scout advancements in TroopMaster and orders rank and merit awards.

Treasurer

The treasurer collects fees and keeps accurate records of the Troop account and the individual scout's accounts.

Merit Badge Counselor

A merit badge counselor is a position applied for through council. The counselor is proficient in the subject matter of one or more of the numerous merit badges available to the scouts. See Merit Badge Counselor Procedure.

Popcorn Kernel

The popcorn kernel coordinates the annual sale and distribution of popcorn in the fall each year.

Maple Syrup Festival Chairperson

This chairperson assists the scoutmaster by coordinating the Chinese Auction that will take place during the Boardman Park Maple Syrup Festival.

Music in the Park Cake Sale Chairperson

The chairperson coordinates the cake sale at Boardman Park on various dates during the summer months.

Transportation Chairperson

The chairperson coordinates drivers and vehicles to and from troop activities as well as who will pull the trailer if it is needed.

Outings Chairperson

The chairperson assists scoutmaster by providing sign up sheets for each troop outing or special event. Also, helps to secure reservation for the outing or special events.

Troop Dinner Coordinator

The Troop Dinner Coordinator organizes the Summer Court of Honor picnic/ potluck and the December Court of Honor Dinner/ potluck. This person organizes food, eating utensils, and decorations.

Recharter Coordinator

The Recharter Coordinator informs the members, collects the recharterers, and submit the recharter information to Council.

Summer Camp Coordinator

The Summer Camp Coordinator organizes the troops summer camp contingent. The coordinator attends the pre camp meetings, makes all reservations, register the scouts for their merit badge classes and collects all required paperwork. In recognition for the work done the troop will pay for your summer camp registration fee.

FINANCES

Using troop accounts

At registration each adult and scout has an account created in the accounting software. The account can be used to put money aside for scouting related fees and gear. This encourages the scouts to be thrifty and to learn personal financial skills.

Depositing money into account

Money will enter the account routinely in a number of ways. All individual scout fundraising profits will be credited to the scouts account. Refunds or other overpayments, most commonly from camp fees, will be credited to the scout's account. To make a deposit to the account, write a check to Troop 60 and specify to the treasurer that it is for the scout's account. Parents may also request inter-account transfers between themselves and their sons, or between siblings. If parents have a reimbursement due to them, funds may be directed to their own account or to their son's account.

Using money from account

Only the amount within the account can be used----NO credits or advancements. To use your account for campout fees, registration or other program fees, simply ask the treasurer to use the money in your account. To use the account to purchase scout gear (uniforms, tents, compass, etc) simply bring a receipt for the purchase to the treasurer and request a reimbursement from your account.

To take money out of the account for any reason, a parent must make the request to the treasurer. A personal statement can be requested at any time. A statement will be distributed to each troop member periodically. Parents have the ultimate control over the account. The scout should be encouraged to take responsibility for his own accounts in order to learn personal financial management. A receipt will be written for every account transaction. Please keep them.

Closing account

At the end of a scout's career with troop 60, if money is remaining in his account, the scout may choose to withdraw the money within 90 days or donate it to another scout's account or to the troop account.

If after the 90-day period, a refund hasn't been requested the account balance will merge into the troop's general account and the account will be deleted.

A zero balance does not close your account. As long as you are a registered member of the troop, you have an open account.

Paying for troop activities

Please pay by check if possible written to Troop 60, with the note field completed.

Every effort is made to keep outings affordable, with the fee corresponding to the actual cost. The biggest variable is food cost; so much of the actual cost is up to the patrol's menu choices. A general estimated fee is collected in advance. After the event, the costs are reconciled and overpayments are refunded to the participant's account. Occasionally, low-cost trips are collected after the event.

Fees for summer camp are all-inclusive and are determined by the council, not our troop.

Fees for outings that include classes or special excursions, like ski trips or cave exploration will depend

on the course signed up for. These will almost always be collected in advance.

Non-refundable fees

Be aware that some destinations involve cancellation deadlines and non-refundable fees or deposits. Non- refundable means just that.

Budgeting

For a typical year scout expenses include:

Registration, 1 boy	\$40
Local Campouts (7 @\$25 each)	\$175
Summer Camp	Changes Annually
Special events.	\$50

This does not include clothes, equipment or spending money.

Campout Cost

The maximum price per person for a weekend campout is \$25. In the event that the cost per person is over \$25 a special committee shall meet to determine if the participants of the event or the troop general fund will cover the excess cost.

Recharter/ Fees

The council requires the troop to recharter at the beginning of December each year. A reminder is given to each scout and registered adult prior to this date. The scouts and registered adults are required to forward the fees to the treasurer by the 1st of December each year.

TROOP OUTINGS

The troop plans outings once a month. Camping, hiking and other outdoor activities are essential elements of the advancement process by utilizing specific skills the scouts develop self-reliance. Scouts learn to accommodate group needs as well as to eventually provide group leadership.

All scouts planning to attend an outing should try to attend the regular Tuesday meeting prior to the scheduled outing to stay informed and participate in the planning. All cancellations must be confirmed with the outing leader no later than the Tuesday prior to the outing. Food is usually purchased after that meeting. Any scout canceling late will still be required to pay for the food purchased.

Payment for Summer Camp has different fee due dates, so it is important to be aware of the dates and be prompt with payment. If a scout has not paid by the due date, his name will be removed from the list.

Transportation arrangements are also made on the Tuesday before the outing. The adult in charge of the campout must approve special arrangements.

Camp Equipment

- Personal gear (refer to pages 268-269 in scout handbook)
- Backpack or equipment bag
- Sleeping bag (minus 5 degrees to plus 20 degrees temp rating)
- Foam or Thermarest sleeping bag pad
- Tents - provided by the troop committee or a personal tent may be used
- Plastic ground cloth for the tent
- First Aid Kit. The troop has a well supplied kit, however, each scout is required to have a personal First Aid Kit at all camp outs.
- Scout Handbook, paper and pencil
- Mess kit and eating utensils
- Hiking boots
- Flashlight and batteries (waterproof)
- Rain gear
- Insect repellent
- Sunscreen
- Scout Spirit

Troop 60 Trip and Communication Policies

The following policies are in keeping with the BSA Guide to Safe Scouting of Unit Activities

- 1) A copy of the trip/float plan, including a list of scouts and leaders with telephone numbers, will be given to the Committee Chairperson before any trip. The adult leader(s) on the trip will have numbers to get ahold of the Committee Chairperson in case of a change in itinerary or an emergency. The Committee Chairperson will arrange for another contact person if the Committee Chairperson is not available during the trip. The Committee Chairperson will be able to contact parents if needed or be a resource person to parents.

- 2) Communication must continue to occur between leaders, scouts and parents:
 - a) Leaders will continue to prepare scouts for trips including sharing an itinerary maps and plans for the trip.
 - b) Scouts are expected to listen, obtain information about the trip and to ask questions if they do not understand or need more information.
 - c) The buddy system will be followed at all times.
 - d) The use of buddy canoe will be used on water trips. Both scouts and leaders are responsible for communicating to each other about who are paired as buddies.
 - e) Buddies and buddy canoes are expected to stay together.
 - f) Scouts are responsible for communicating with leaders if they are having problems, and ask for help if they need help.
 - g) Leaders are responsible for monitoring that the group is staying together and assessing if a scout or group of scouts are in need of help. Leaders will respond to scouts asking for help. If problems do occur, the leaders are responsible for seeing to it that the necessary changes in plans are made i.e. waiting for the entire group to be together, changing buddies, changing the itinerary if necessary.
 - h) Communication on the trip will be established and shared clearly, nothing will be assumed.
 - i) What to do in case of emergency?
 - ii) What to do if separated?
 - iii) What to do if there is a change in itinerary?
 - i) Information about the trip will be shared with parents and parents will ask questions. It is expected that parents are giving informed permission when they sign a permission slip for their son to attend the outing. Parents should not be signing for permission for their son to attend an outing without being informed.

- 3) Leaders will continue to be in charge of planning trips, whether it be planning the trip or overseeing the planning of the trip by scouts.
 - a) Leaders on the trip will mutually agree whether to continue a trip or cancel a trip due to conditions. It is expected that the leaders will take into account the safety, capabilities and stamina of the group.

- b) It is expected that those leaders and scouts planning the trip will think ahead and be prepared with first aid, plans and supplies to purify water, food, tents, sleeping gear, cooking utensils, and whatever else is needed.
- 4) As always, discipline will be handled by the leaders following BSA guidelines. As has been the policy of Troop 60, parents of a scout who repeatedly misbehaves will be informed and asked to help deal with the problem. On a trip if the discipline cannot be taken care of and the safety of others or the trip is being jeopardized, if the leaders concur the trip allows, the parents of the scout will be called and asked to come and pick up the scout. The Committee Chairperson will be notified if this action is necessary. After the trip the Committee Chairperson will meet with leaders, scouts and parents to resolve any issues and a meeting of the unit committee will be called if necessary.
 - 5) Questions about a trip/ outing should be directed to the leader(s) in charge of that trip. Any questions, concerns, problems about a trip that have not been answered or resolved between the leader(s), scouts and parents should be brought to the Committee Chairperson.
- Notes:
 - Add to end out the outing section of the Troop Handbook
 - Cell Phone policy under forms?
 - Also, Add to outing section

High Adventure Outings

Some activities that are planned thought the year are classified as “High Adventure.” These activities are more physically and mentally demanding than a normal campout or event. If an activity is determined to be High Adventure, the following are the minimum requirements for scouts to participate.

1. All parents/ legal guardians need to sign the informed consent form(permission slip).
2. The scouts need to be physically and mentally capable of completing the activity safely. Scouts who are wanting to participate in High Adventure activities need to have earned a minimum rank of First Class.
 - a. Any Scout under First Class may participate in the High Adventure activity if a parent attends the trip and they have passed all the requirements from Scout through First Class that directly pertain to the activity.
 - b. For trips afloat the scouts need to be a strong swimmer by demonstrating that they can pass the BSA Swim test. Also, all other Aquatic requirements from Scout to First Class need to be completed before the outing. While it is not required, it is recommended for the scout to have earned the swimming and the appropriate merit badge for the watercraft that will be used in the activity.

REQUIRED FORMS

Medical Forms

All medical histories and medical treatment consent forms must be current and on file before scouts may go on an outing. Adults must also have Personal Health and Medical record forms completed before they go on certain outings.

Permission Forms (Informed Consent Agreement)

The consent agreement must be completed for all scouts attending a troop outing without a parent. Other special consent forms may be required for some activities. This form can be found in the resource section of the troop website.

Electronic Device Policy

In a world of continuous technological advancement electronic devices are here to stay. At times they can be a beneficial addition to the scouting program and at others a detriment. It is the recommendation of the troop that electronic devices are **not** be brought on a campout due to the risk of them getting damaged, they were not designed for the outdoors afterall. However, there are a number of useful apps that could be used to enhance the scouting experience. With that being said, the following are the troops rules for electronic devices at Troop Meetings and Campouts.

- Both the scout and parents must agree to follow the rules laid out in the Electronic Device Permission Slip which needs to be completed each year at recharter or when the scout joins the troop.
- All Scouts who wish to use their electronic device(s) during a scouting function must have earned the cyber chip for their current grade level.

MISCELLANEOUS

Troop-owned Equipment

The troop owns most of the needed equipment for troop outings, including troop trailer, tents, stoves, lanterns, rain fly and basic cooking utensils. Each patrol is assigned a patrol box containing needed cooking equipment for outings. It is the responsibility of the patrol to inventory and clean any used items in order to prepare it for the next outing. The patrol should report any damaged, lost or worn-out items to the scoutmaster for replacement.

Troop Library

The troop owns numerous merit badge books, reference books and leader handbooks. These items may be borrowed at any time from the troop librarian. It is the scouts responsibility to return all borrowed items in a timely fashion and in good condition.

Banned Items

The following items are banned from all troop activities for all youth and adult participants, unless specifically approved by the scoutmaster or his assistants:

- Any candle or candle lantern (because of the fire risks in tents)
- Any non-folding knife (sheath knife)
- Fireworks
- Butane Lighters
- Any glass items
- Any radio, “walkman”, MP3 players or electronic games

VENTURE PATROL

Eligibility Requirements

At least 13 years old
First Class Requirements completed
Attend a Scoutmaster conference to discuss the Venture Patrol Program
Proficient in the basic outdoors scouting skills
Be physically fit for high adventure activities
Attend Pre-Trek planning and skill building sessions
Follow Leave No Trace camping guidelines

What does the Venture Patrol do?

The Venture Patrol will plan and participate in high adventure activities known as Treks. A Trek can last as little as 2 days and 2 nights up to multi week expeditions based on what the Venture Patrol wants to do.

Examples of a Trek:

A weekend backpacking trip that covers 15 miles of hiking
A multi-day canoe trip where scouts camp along a river and carry all the gear in the canoe
A multi-day event where scouts set up a base camp and participate in different rock climbing and rappelling activities
A week-long expedition to one of the BSA high adventure bases
Participate in the high Adventure program at Seven Ranges summer camp

The Venture Patrol's goal will be 3-4 mini Treks per year and one week-long Trek each year. Prior to each trek there will be a 4-12 week period of planning and skill development for the upcoming trek. Participants must attend these sessions to be eligible for the trek. The majority of these sessions will be held during the regular Tuesday troop meetings.

Any scout may participate in a trek provided that they meet the eligibility requirements, attend all planning and skill development sessions and space is available. Venture Patrol members have first option to participate if there is limited availability.