

# **BOY SCOUT TROOP 90**

## **HANDBOOK AND GUIDELINES**

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# BOY SCOUT TROOP 90

## Guidelines and Procedures

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Welcome to Boy Scout Troop 90 of Forest Hills, PA. The Troop operates a year round, September-to-September, program. We have our weekly meetings at the Forest Hills Presbyterian Church located at 1840 Ardmore Blvd. in Forest Hills, on Tuesday evenings. The meetings start promptly at 7:30 PM and end at 9:00 PM.

The purpose of this booklet is to inform you, as new scouts and their parents, how Troop 90 operates. The main set of rules that the Troop operates under is the **Scout Oath** and the **Scout Law**. In addition, it has become necessary to clarify some issues that have been misunderstood in the past.

### **SCOUT'S COMMITMENT**

When a boy joins a scout troop he makes a commitment that he will attend the meetings each week and will participate in the monthly activities to the best of his ability. He has a responsibility to the other members of his patrol to carry his share of the chores as well as have his share of the fun.

### ***The parents also make a commitment when the scout joins the Troop.***

- (1) First of all, one of the parents is expected to register along with their son in the BSA.
- (2) Parents should place the Troop's monthly activities on their family calendar when they receive the calendar in the fall.
- (3) Parents have to make sure that the scout makes it to the meetings each week and to the activities each month.
- (4) They must encourage him to practice the new skills that he will be learning and encourage him to continue his advancement.

In addition, the parents have a commitment to the troop and are expected to work on the various committees that are necessary to run the troop and to provide transportation to the monthly events. You are encouraged to attend the troop committee meetings, which are normally the first Sunday of each month and to help carry out the programs the boys have developed. Parents should also take advantage of the video and Web-based training that is available to learn more about the mission and operations of the Boy Scouts of America and how a troop operates.

### **COMMUNICATIONS**

The primary means of communication with the scouts and families is through e-mail and announcements at the Tuesday night troop meetings. The Troop also has a website, [www.bsa-troop90.org](http://www.bsa-troop90.org). On the website you will find the current permission slips and other forms and information about the troop activities. If you do not have e-mail, most information will be mailed to you, but it is even more important that the scout attends most weekly meetings.

In addition, we also have at least two parents' meetings each year, often in conjunction with the courts of honor. We strongly encourage that at least one parent attend these meetings. The main purpose is to give you, the parents, an opportunity to meet the Scoutmaster and his adult staff and to ask questions and make comments about the Troop, the program, Scouting or anything that is of concern or interest to you. **YOU ARE ALSO**

ENCOURAGED TO CALL THE SCOUTMASTER, OR THE COMMITTEE CHAIRPERSON AT HOME TO DISCUSS ANYTHING ABOUT THE TROOP.

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### **PERMISSION SLIPS**

Permission slips for each activity will be sent via either e-mail or the postal service. These Permission slips are also posted on the Troop Website, [www.bsa-troop90.org](http://www.bsa-troop90.org). You must sign these documents, giving your son permission to attend an activity. The permission slips will also be available at the meetings as well. The sooner the permission slips are turned in, the easier it is to insure that we have transportation and equipment for all of those going.

**Permission slips may not be accepted after the indicated due date unless the scout has verbally indicated that they will be attending. This verbal commitment must be made by the due date and the scout will be responsible for all fees for that outing.**

### **TRANSPORTATION**

The parents of the Scouts provide transportation for most outings. At the beginning of each program year (September) we ask that each family to volunteer to help with transportation to and from a minimum of 2 monthly outings over the course of the program year. If parents do not respond, the Troop will assume that they are available for any month and will assign the family for transportation as needed.

We understand that a few families cannot help with driving for good reasons. If this is the case these families must notify the Committee in writing. They will then be assigned to making phone calls, arranging drivers for outings and helping with the clerical end of the transportation activities in place of driving.

### **TROOP OPERATIONS**

How is the Troop run? We firmly believe that the boys themselves, through their boy leaders, with advice and guidance from the adult leaders, should run the Troop. We also believe that the Troop should be run as a scout troop, not as a boys club, and that the boy leaders and adult leaders run the troop "by the book" or as close as they can.

The smallest unit in the troop is the patrol and is made up of 5 to 10 scouts lead by a Patrol Leader. This young man is normally elected by his patrol to be their leader and to represent them at the Patrol Leaders' Council (PLC). The Patrol Leaders' Council determines the upcoming activities that will be carried out by the troop. The PLC meets from 8:45 PM until about 9:10 PM after each meeting to do this planning for the following month and once a year they meet for a weekend to plan the program for the following year. The PLC consists of the Patrol Leaders from each patrol, Troop Guides, Asst. Sr. Patrol Leaders, and Sr. Patrol Leader with the Scoutmaster as advisor. The Sr. Patrol Leader is the top boy leader in the troop and is responsible for directing the activities planned by the Patrol Leaders' Council.

### **NEW SCOUT PATROL**

When a new boy enters scouting he is assigned to a "New Boy" patrol. In Troop 90 that is the Dragon Patrol. This is a patrol made up of those new scouts that have just joined the troop and is designed to allow the younger boys to work on learning the scouting skills necessary to become a 1<sup>st</sup> Class scout. An adult assistant scoutmaster and a scout with the leadership position of Troop Guide supervise Dragon Patrol. Once a scout reaches 1<sup>st</sup> Class or has gained the proper knowledge and skills, he joins a regular patrol.

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## OLDER SCOUTS

The older scouts have a special program, called the Venture program, which they can plan and execute, with help from adults. In Troop 90 any scout that is either in the Venture Crew, a special patrol of older scouts, or that have reached the age of 13 **AND** have reached the rank of Life Scout may attend the Venture activities. These activities are in addition to the troop activities and are designed to be more challenging for the older boys. The boys that participate in these activities are required to continue to participate in the troop activities and leadership positions.

## ADULTS

Where do the adults fit in? As much in the background as possible, as long as the boy leaders are doing their jobs. As we have stated, the adult leaders are to provide guidance and advice to the Jr. Leaders in addition to teaching them the leadership skills necessary to do their jobs.

## UNIFORMS

The uniform for Troop 90 will be full uniform. A full uniform consists of a scout shirt with patches correctly sewn on; scout pants; and a Troop neckerchief. If scout shorts are worn instead of long pants, the official scout socks must be worn with the shorts. All patch location information is in the Scout Handbook.

The Troop neckerchief will be issued to each scout once he has met the following requirements:

- 1) Earned his Scout Badge
- 2) Has a full uniform
- 3) Turns in the physical with the doctor's signature
- 4) Turns in a properly filled out Troop Data Sheet
- 5) Has participated in two camp outs

The neckerchiefs are to be worn anytime the scout is in full uniform.

The neckerchief remains the property of the troop and must be returned if the boy leaves the troop for any reason. He must also pay for a replacement if he loses a neckerchief (cost \$20).

**Uniforms will be worn to all meetings and activities** unless waived by the Scoutmaster due to the type of activity. If the scout is coming to the meeting directly from an organized athletic event such as baseball, soccer, etc., I recommend that he bring his uniform with him and he can change at the church. **If an activity is a scout activity, then assume that the uniform is required.**

Uniforms must be worn to and from all camp outs and other times during the camp out as designated by the Scoutmaster.

A new scout must have his Scout shirt within 30 days after joining the troop. The full uniform is required within 3 months of joining the troop. An exception to this is that all scouts attending summer camp must be in full uniform. A SCOUT THAT OUTGROWS HIS UNIFORM MUST PROMPTLY GET ONE THAT HE CAN WEAR. Boys that do not follow these uniform requirements may not be allowed to stay for the meetings or attend the activity.

Uniforms can be purchased at the Scout Shop at Flag Plaza near the Civic Arena in Pittsburgh. The troop also has some uniform items in our uniform bank. Please contact the Uniform Bank Chairperson for information on sizes and availability of uniforms. All Scouts are encouraged to donate any uniforms that you have outgrown to the uniform bank.

If there are economic difficulties in following these uniform guidelines that would prevent a boy from joining the troop or participating in activities, please contact the Scoutmaster. We do not want to keep a boy out of Scouting because he cannot afford a uniform.

## **DUES**

**Current dues are \$45 per year per scout. The dues are to be paid on a yearly basis and are due by the 3rd meeting in November of each year. A late fee will be assessed for dues not paid on time.**

**Scouts joining the Troop during the first half of the year will pay the full \$45.00. Those joining after July 1<sup>st</sup> will pay \$25.00.**

**Scouts turning 18 during the year will pay dues of \$25.00 if their birth date is prior to July 1 and will pay the full \$45.00 if their birth date is after July 1.**

These funds are used to pay for the awards, badges the boys earn, yearly registration, a BOYS LIFE subscription, some supplies used on the weekend trips, and other materials for use in the Troop. We DO NOT receive funding from either the Boy Scout organization or the sponsoring organization. All funds must come from dues and fund-raising projects. If dues are not paid as required, the scout will be restricted from all activities until his account is cleared.

## **ATTENDANCE REQUIREMENTS**

**A major requirement of advancement is to be active in the troop and patrol functions.** Troop 90 has three types of outings: (1) Weekly Meetings; (2) Monthly Outings, usually a camp out; and (3) Day Events. In order to clarify what is meant by "being active", these standards must be achieved for a Scout to be considered "active". A Scout must attend as follows:

### ***Tenderfoot, 2<sup>nd</sup> Class and 1<sup>st</sup> Class Ranks***

The activity and camp out requirements for these ranks are spelled out in the Scout Handbook. They are expected to attend most of the weekly meetings. They should also remember that most of our activities involve camping and they must attend ten activities to earn their 1<sup>st</sup> Class rank. **The First Class Rank is expected to be earned in the 1<sup>st</sup> year with the troop.**

### **Star, Life and Eagle Ranks**

50% of the planned monthly outings within the previous 6 months of the Board of Review. **This period is one year for the Eagle Rank.**

The older scouts that participate in the extra Venture activities or Order of the Arrow activities may include only one of these extra activities in place of a troop activity. Two such activities may be used for the Eagle Rank.

### **Attendance and Continued Registration**

Each November the troop must re-charter and reregister each scout and adult. In order for a scout to be reregistered, he must have all dues and fees paid in full and must have participated in a **minimum of 3 monthly troop outings** during the previous 12 months (November through October). Adults must pay a re-registration fee of \$10.00 each year by November 1<sup>st</sup> of each year.

## **SCOUTMASTER CONFERENCES AND BOARDS OF REVIEW**

Each Scout is responsible for keeping track of his advancement progress. When he is ready for advancement to the next rank he must schedule a Scoutmaster Conference with the Scoutmaster at least two weeks before his Board of Review. Boards of Review are held the last Tuesday of each month. Prior to Courts of Honor, additional Boards may be scheduled up to two weeks before the Court of Honor. Boards can only be scheduled the week before the Court of Honor with special approval from the Advancement Chairperson.

## **OUTINGS**

PERMISSION SLIPS ARE REQUIRED FOR ALL OUTINGS. For each outing a permission slip will be sent to the parents for their signature. Please return the slip indicating if your son will be going on the outing, along with the appropriate fees, and if you will be able to drive and/or stay with us on the outing. The slips must be returned by the date indicated in the letter or your son may not be allowed to go on the outing. In addition, the scout is to bring \$10.00 for each camp out for food, plus any other fees requested, when he returns the permission slip. This will keep the boys that are purchasing the food from funding the purchase from their own pockets. The \$10 and any fees already paid will not be returned if a scout finds he cannot go on the trip and the food has already been purchased and fees paid.

**UNIFORMS ARE REQUIRED ON ALL OUTINGS. THEY MUST BE WORN WHILE TRAVELING AND AT MANY EVENTS.** This is necessary to insure that we are covered by the Boy Scout medical and liability insurance. Other clothing may be brought and worn during the outing, if appropriate. The scout uniform is all that is needed for most outings. Most of the adults wear their uniforms during the outing weekend.

**ALL OUTINGS WILL START FROM THE CHURCH.** At the end of the outing, drivers will return the boys to the **Woodland Hills High School parking lot**. If the group is small enough the boys may be delivered to their homes by the drivers. Please DO NOT attempt to meet us at the Woodland Hills High School parking lot by showing up at our estimated time of arrival. All arrival times are estimates only, and we may be anywhere from a few minutes to an hour or so late. If you are not available to pick up your son, he will be taken home by one of the drivers. Please make sure that your son is able to get into your home if you are not there - either give him a key or make sure he knows who may have one.

We must have enough vehicles to insure that each boy has a seat belt. These seat belts must be worn. A car cannot take more boys than there are seat belts available. In addition, insurance information must be submitted to Council before a vehicle can be used to haul boys. **Scouts cannot ride in the beds of pickup trucks at anytime.**

If necessary, permission slips will be numbered when they are returned and if we do not have enough rides and/or adults, selection of those boys to go on the trip will be in the order the permission slips were received.

## **FUND-RAISERS**

During the year the Troop will have several fund-raisers that will allow each scout to earn money for his own account as well as for the troop. The boy's unit account will be kept with the normal troop funds, but records of individual accounts will be kept. We have a few simple rules concerning the boy's unit accounts:

- 1) An amount equal to the summer camp fee earned in any one year is frozen for summer camp.
- 2) The remaining funds may be used for any scouting item or event.
- 3) If a scout quits the Troop, the funds in his account from fund raising events go to the Troop.
- 4) If a scout transfers to another troop within one year of quitting Troop 90, any money left in his account minus any fees owed will be sent to his new scout troop for his account.

## ***Radios/Tape Players/TVs***

The Troop rules concerning radios/tape players/TVs are as follows:

- 1) No radios, tape players, ipod type players, handheld game computers, or portable TVs will be brought to the weekly meetings or other day activities. Cell phones must be turned off at meetings.
- 2) On camp outs, radios/tape players and ipod type players may be brought IF they DO NOT have external speakers (i.e. Walkman type) and they are kept in the tents. This also applies to handheld game computers. Radios/tape players that have external speakers and ear phones ARE NOT ACCEPTABLE. CELL PHONES ARE TO BE TURNED OFF AND NOT USED DURING OUR CAMPOUTS WITHOUT PERMISSION FROM THE SCOUTMASTER.
- 3) Portable TVs will NOT be allowed on any Scout activity.

If these rules are violated, the item will be taken from the scout and his parent must pick it up from the scoutmaster. It will not be returned directly to the scout.

## **CONTRABAND**

If any of the following contraband is found on or is used by a boy on a scout outing the parents will be called to come and pick up their son at once:

Tobacco - smoking or chewing  
Alcohol  
Drugs  
Firearms  
Fireworks

We feel it is important that the above rules and policies are reviewed at least once each year so that the scouts, adult leaders and parents all have the same understanding.

# INDIVIDUAL CAMPING EQUIPMENT

## INDIVIDUAL GEAR

- PACK OR DUFFEL BAG
- 5 PLASTIC GARBAGE BAGS
- MESS KIT
- KNIFE, FORK, AND SPOON
- CANTEEN OR WATER BOTTLE
- MATCHES in a waterproof container
- FIRE STARTERS
- PERSONAL FIRST AID KIT - a few Band-Aids, 1<sup>st</sup> aid cream and moleskin
- SLEEPING BAG - prefer mummy type and hollofil type insulation.  
Recommend a zero degree bag.
- PLASTIC GROUND CLOTH - an old shower curtain works well
- EIGHT (8) METAL BACKPACK TYPE TENT STAKES FOR TENT
- INSOLITE PAD
- FLASHLIGHT - extra batteries & bulb
- STOCKING CAP - wool is best (this should be brought on all campouts winter & summer)
- RAIN GEAR
- GLOVES
- SWEATSUIT, PJ'S, OR THERMAL UNDERWARE - for sleeping only
- TWO (2)SETS OF EXTRA UNDERWEAR
- WOOL SHIRT (LONG SLEEVED) - wool is best but any long sleeve shirt will do.
- ONE CHANGE OF SHIRT & PANTS
- TWO (2) EXTRA PAIRS OF SOCKS - 2 thick wool and 2 thin pairs (liners). If only cotton then you should bring 4 or 5 pairs. DO NOT RECOMMEND COTTON SOCKS.
- BOOTS - sneakers are acceptable if we are not hiking.
- SIGNAL WHISTLE
- COMPAS
- CAN OPENER
- TOILET PAPER - part of a roll
- TOOTHBRUSH & TOOTHPASTE
- COMB
- WASHCLOTH & SMALL TOWEL
- SOAP
- 40 FT OF NYLON CORD
- POCKET KNIFE
- PAPER & PENCIL
- NEEDLE & THREAD
- COATS AND JACKETS APPOPRATE FOR THE WEATHER
- BOY SCOUT HANDBOOK (in a plastic ziplock bag)

**NOTE: SCOUTS ARE NOT TO TAKE EXTRA FOOD TO CAMP OUTS. ALL FOOD (SNACKS AND POP AS WELL) WILL BE PURCHASED BY THE PATROL GRUBMASTER.**