

BOY SCOUTS OF AMERICA



Official Guidelines For Scouts and Parents

2018-2

Table of Contents

- 1.0 Welcome..... 5
- 2.0 Troop 97 General Information..... 6
 - 2.1 Troop Meeting Times and Location..... 6
 - 2.1.1 Communication 6
 - 2.2 Age Requirements 7
 - 2.3 Volunteer Leaders 7
- 3.0 Behavior Expectations 8
 - 1.1 Prohibited Behavior (Scouts)..... 8
 - 1.2 Prohibited Behavior (Adults) 8
 - 1.3 Disciplinary Actions 9
 - 1.4 Troop 97 Dress Code 9
 - 3.4.1 Overview..... 9
 - 3.4.2 The Field Uniform (Class A) 10
 - 3.4.3 The Full Field Uniform (Full Class A) 10
 - 3.4.4 The Activity Uniform (Class B) 11
- 4.0 Troop Finances 12
 - 4.1 Annual Dues..... 12
 - 4.2 Fundraising 12
 - 4.3 Additional Fee Assessments 13
- 5.0 Adult Volunteers..... 14
 - 5.1 Applying as a Troop Volunteer 14
 - 5.2 Training Requirements 14
 - 5.2.1 Additional Training Requirements..... 15
 - 5.2.2 Training Reimbursement 15
 - 5.3 Adult Leadership Positions 15
 - 5.3.1 Direct Contact..... 15
 - 5.3.2 Troop Committee Positions 15
- 6.0 Youth Leadership 17
 - 6.1 Youth Leader Training 17
 - 6.2 Youth Leadership Positions 17
 - 6.2.1 Elected 17
 - 6.2.2 Appointed by Youth Leadership 17
 - 6.2.3 Appointed by Scoutmaster 18

7.0 Advancement.....	19
7.1 Four Steps in Scout Advancement.....	19
7.2 The Advancement Process of Troop 97.....	20
7.2.1 The Scoutmaster Conference	20
7.2.2 Being Active in Scouting	20
7.2.3 The Board of Review.....	21
8.0 Merit Badge	22
8.1 Merit Badge Program	22
8.2 Merit Badge Process.....	22
9.0 Camping and Outings	23
9.1 Troop Camping	23
9.2 District Sponsored Camping	23
9.3 Summer Camp	23
9.4 Outing Requirements and Rules.....	23
9.4.1 Attendance Requirements.....	23
9.4.1.1 Troop 97 Activity Consent Form.....	24
9.4.2 Prohibited Items	24
9.4.3 Required Items for Camping trips	24
9.4.4 Camping Equipment Replacement.....	24
10.0 Scout Health and Safety	25
10.1 Scout Safety.....	25
10.2 Medical Form Requirements.....	25
10.2.1 Event Lasting Less Than 72 Hours	25
10.2.2 Events Lasting Over 72 Hours.....	25
10.2.3 Other Requirements.....	25
10.3 Troop Medication Policy.....	26
10.4 Special Needs.....	26
11.0 Additional Resources.....	27

BSA Mission Statement

The mission of the Boy 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 Scout Law.

Aims of Scouting

“Every Scouting activity moves boys toward three basic aims: character development, citizenship training, and mental and physical fitness.”
—Scoutmaster Handbook

1.0 Welcome

Welcome to Troop 97 and the Boy Scouts of America!! We are extremely happy that you have decided to join our Troop and hope that you will fully participate in the Scouting experience.

Scouting is a great opportunity for your boys to learn leadership skills. It is our intention to provide a fun, exciting, and educational program for both you and your boys so your time involved with scouting will be full of fond memories for many years to come.

This guide has been developed to assist you in learning about our Troop and how it operates. If your son is crossing over from Cub Scouts, you will notice the Boy Scout program differs in a number of ways. As you read through the subjects in the following pages, you will become more familiar with the aspects of Scouting and how they apply at Troop 97.

******Please read thru this entire guide******

There are particular rules that must be followed to assure uniformity within the Troop. The values we strive to impress upon our youth are based on those found in the Scout Oath, Law, Motto, and Slogan. Scouting is a youth program that aims to build character, foster citizenship and to develop physical, mental, and moral fitness under the guidance of a Scoutmaster and other adult leaders.

After carefully reviewing this guide please address any questions to the adult leadership of the Troop for clarification.

Once again, a big welcome to you and your son!!

Yours in Scouting,

The Troop Committee and Adult Leadership
Troop 97
St. Mark Catholic Church
Huntersville, NC.

2.0 Troop 97 General Information

Troop 97 is chartered by St. Mark Catholic Church in Huntersville, NC. Troop 97 is open to all applicants. However, membership preference will be given to family members and friends of the following groups:

- Members of St. Mark Catholic Church,
- Members of St. Mark Catholic School, or
- Members in good standing from Cub Scout Pack 97.

Submitting an application for membership does not guarantee acceptance into Troop 97.

Troop 97 is part of the Hornet's Nest District and Mecklenburg County Council of the BSA.

Troop 97 has a natural feed from Cub Scout Pack 97 and St. Mark's Church. As the Arrow of Light Scouts complete their Cub Scout journey, the majority of the boys choose to cross over into the Troop. This feed provides for significant growth at Troop 97. We anticipate this trend to continue well into the future.

Scouting is action oriented and fun! Unlike Cub Scouting, the Boy Scouts do just about everything for themselves with only the necessary guidance of the adult leaders. The boys learn about things of interest by actually performing the associated tasks themselves. Scouting builds a love for the great outdoors and teaches the boys to survive in less than ideal conditions. It also instills a respect for the land, water and air that all creation depends upon to live.

As Scouts explore, develop new interests, increase their knowledge, progress in rank, and grow in leadership abilities, one thing must be emphasized; **The boys need to set the pace of their journey through the Scouting program themselves.** It is also up to the Scout to determine how much he gets out of his Scouting journey. This does not remove the obligation of the Scout's parent from taking a vested interest in their son's Scouting progress. The Troop invites each adult to consider a leadership position within the Troop. It's a perfect excuse to spend quality time with your son.

Your continued encouragement is a necessary component of your son's success in Scouting and life in general. Our goal is to see that the boys truly learn the skills associated with any rank or merit badge that they earn; skills that will stay with them for a lifetime. **Please keep in mind that earning ranks and merit badges is not a race!** Each rank advancement and merit badge is an opportunity for your scout to open new doors, explore the world around him, and acquire life-skills that will enable him forever. Rushing through them is a disservice to him and the scouting program.

2.1 Troop Meeting Times and Location

Troop meetings are held once a week unless announced otherwise. Troop 97 meeting agendas are published by the Senior Patrol Leader each week. Please visit the Troop 97 website for the calendar at www.boyscouttroop97.org. This web site has the most recent information on troop meeting and activity times and locations. Leaders and merit badge counselors are usually available before meetings for achievement sign-offs, please check with the Scoutmaster or appropriate counselor.

2.1.1 Communication

Scouts are informed of activities, schedules, etc. at the troop meetings. Additionally, emails are sent out to parents for important reminders. Please ensure that the troop has the parents up-to-date contact information, including email, home phone, and cell phone numbers.

2.2 Age Requirements

Scouting is a year-round program for boys ages 11 - 17. Boys who are 10 years of age may join if they have received the Arrow of Light Award or have finished the fifth grade.

2.3 Volunteer Leaders

Thousands of volunteer leaders, both men and women, are involved in the Boy Scout program. They serve in a variety of jobs — everything from unit leaders to chairmen of troop committees, committee members, merit badge counselors, and chartered organization representatives.

Like other phases of the program, Boy Scouting is made available to community organizations having similar interests and goals. Chartered organizations include various organizations such as: government bodies, religious, educational, civic, fraternal, business, labor, and citizens' groups. Each organization appoints one of its members as the chartered organization representative (COR). The Chartered Organization is responsible for the troop's leadership, the meeting place, and support for troop activities. Troop 97's leadership changes periodically. For a current list of troop adult leaders and their contact information please visit our troop's contacts page website at <http://boyscouttroop97.org/index.php/contacts>.

3.0 Behavior Expectations

Scouting is supposed to be a fun time for the boys and adults alike. But we must maintain a certain amount of order during all of the Troop's activities. **The following rules must be adhered to by all members of Troop 97.** A signed Behavioral Agreement form will be required of each Scout. Any violation of these rules will subject the individual to disciplinary action.

When your family joins Troop 97, they become part of our family and are representatives of our Troop and our Chartered Organization. As such, both adults and scouts are expected to dress and behave in a way that fully meets the expectation of these organizations. This means they will conduct themselves in the spirit of the Scout Law and Scout Oath, always dress neatly and appropriately for the occasion, and behave in a way that fits the occasion.

1.1 Prohibited Behavior (Scouts)

Our Scouts are our ambassadors. They are observed by our Chartered Organization members during troop meetings, other scouts in our Troop, adult leaders, other troops during outings, and by other parents. There are many things they do to have fun, however there are also some things that are prohibited as Scout Members of Troop 97 during any BSA activity:

- Possession of and/or use of any tobacco products.
- Possession of and/or use of any alcoholic beverages.
- Possession of and/or use of illegal drugs of any kind.
- Being repeatedly disruptive during Troop Meetings, events, or outings.
- Being disrespectful to the adult leadership and/or the youth leadership.
- The use of profanity, foul language, or any inappropriate conversations or jokes.
- Disparaging remarks of ethnic, religious, or cultural origin.
- Excessive horseplay which may lead to, or cause an injury or damage to property.
- Verbal, physical, or cyber harassment/hazing of any kind.
- Fighting, provoking, or encouraging conflict.
- Abuse of any Troop equipment and/or anyone's personal property.
- Any conduct that is contrary to the Scout Oath and Scout Law.
- Promote or advance any social or political agenda.

1.2 Prohibited Behavior (Adults)

As adult members of Troop 97, we too are representatives of our troop and our Chartered Organization. We set the bar of behavior and dress not only for our Scouts, but also in the observations of others inside and outside our Troop. Our behavior and dress should be exemplary to our scouts. We model how we want them to behave and dress at all times. We too want to have fun; however, it must be done in a way that avoids improprieties or appearance of questionable intentions. As an adult member of Troop 97 we will avoid the following:

- Violation of any of the behavioral prohibitions as outlined for the Scouts.
- The use of alcoholic beverages prior to attending or during any Scouting event or activity.
- The use of any tobacco products in plain view of any youth during any Scouting activity or event.

- The use of profanity, foul language, or any inappropriate conversations or jokes.
- Any inappropriate conduct in which Scouting and the youth are concerned. Any violation of the Youth Protection Policies as defined by the BSA, and those of our Chartered Organization (St. Mark Catholic Church).

1.3 Disciplinary Actions

This policy is in effect for all individuals of the Troop at all times. In most cases, we will make every effort to correct any behavioral issues prior to administering any disciplinary action. However, we are prepared to do so should it become necessary.

Any youth violation involving BSA's **Youth Protection Policy**, the Chartered Organization's **Protecting God's Children program**, or **illegal drugs** will be considered a serious offense and could be grounds for criminal prosecution and / or dismissal from the Troop.

Any violation of the Troop 97 Behavioral Expectations will be dealt with on a case by case basis. The level of disciplinary action will be determined by the Scoutmaster (or the designated event/activity adult lead if the Scoutmaster is not available) in consultation with other adults present at the discretion of the Scoutmaster (or designated adult lead). In cases of suspension or probationary dismissal from the troop, the case will be reviewed at the earliest opportunity by the Troop Committee to determine further disciplinary action(s).

Prior misconduct, if it represents a pattern of behavior, will be considered in determining the appropriate level of discipline.

The following steps may be considered for typical behavior problems:

- Verbal warning.
- Conference with the Scout or adult.
- Conference with the parents of the Scout.
- Immediate removal of the Scout or adult from a Troop Meeting, event or activity.
- Temporary suspension from participating in Troop Meetings, events or activities.
- Dismissal from the Troop.
- Other actions deemed necessary or appropriate by the Scoutmaster (or designated adult lead) and/or the Troop Committee upon review of the behavior.

1.4 Troop 97 Dress Code

3.4.1 Overview

Uniforms are an integral part of Scouting. It helps the boys identify with their unit and promotes a sense of belonging within the Troop and the Scouting community. **All Scouts and Leaders of Troop 97 are expected to comply with this dress code as per the guidelines of the BSA.**

To keep Troop 97 outings and meetings friendly and courteous, Troop 97's dress code bans attire from its functions which do not uphold the Scout Oath and Law, or the troop's Behavior Expectations. Any inappropriate attire worn by a scout or adult is subject to immediate removal, asked to be worn inside-out, or requiring the scout or adult to leave the function. The Scoutmaster or his representative will be the judge of inappropriate attire.

What to Wear

- Shorts should uniformly reach mid-thigh. Undergarments should NEVER be exposed.
- Shirts must cover the midriff. No plunging necklines or exposed cleavage.
- Straps must be two inches or greater or be a halter with appropriate coverage. Accessories worn under clothing as part of an outfit may only show at the straps. Such items may not be low cut, show under the arms at the side or at the back of the shirt for an open back shirt.
- Pants must be fitted at the waist.
- Closed toed shoes.

What not to Wear

- Clothing promoting:
 - Any behavior that violates the Behavior Expectations guidelines
 - Any obscene, intimidating, malicious, or violent behavior
 - The use of tobacco, alcohol, or drugs
 - Any illegal activity
 - Any offensive or prejudicial message
 - Any social or political party or political point of view
- Yoga pants or leggings without a pair of shorts that reach mid-thigh.
- Spaghetti straps, mesh or see-through shirts.
- Pants or shorts with holes above mid-thigh.
- Bedroom slippers or pajamas.
- Flip flops, slides or sandals are not permitted on a camping trip unless at the shower or bath house.

3.4.2 The Field Uniform (Class A)

The field uniform, or Class A's, consists of the following:

- Khaki BSA shirt - Class A shirts are to display all rank, patrol and BSA Insignia.
- Shoulder epaulets – Boy Scouts epaulets are green.
- BSA pants or shorts
- BSA belt
- BSA socks
- Footwear that is appropriate to the activity at hand
- BSA hat/cap is optional. (During events requiring Class A uniforms, indoor wear is limited to formal ceremonies or while performing service duties.)

The field uniform (Class A) is to be worn at all Troop 97 meetings, while travelling to and from scouting events, and at campouts as required.

3.4.3 The Full Field Uniform (Full Class A)

The full field uniform is to be worn during Boards of Review and at formal events, such as a Courts of Honor, award ceremonies, recognition dinners, or when called upon by the Scoutmaster. The full field uniforms, or full Class A's, consists of the following:

- Field uniform (Class A) as listed above

- Troop neckerchief and neckerchief slide
- Merit Badge Sash – The Merit Badge Sash should only be worn over the right shoulder when attending formal scouting events or when directed to do so by the Scoutmaster.
- O/A Sash – The Order of the Arrow Sash may be worn by a scout in lieu of the Merit Badge Sash.

3.4.4 The Activity Uniform (Class B)

The activity uniform, or Class B's, consists of the following:

- Troop 97 T-shirt or other scouting related T-shirt
- BSA pants or shorts,
- BSA belt,
- BSA Socks and footwear appropriate for the activity at hand.
- A BSA related hat is optional.

4.0 Troop Finances

Troop 97's is self-funded through annual dues and fund raising activities. The Unit Committee is responsible for collecting dues, organizing fundraising, allocating funds to support the Troop program, and ensure the Troop has adequate finances to conduct a quality scouting program.

4.1 Annual Dues

Membership dues will be collected in October of each year. The dollar amount of the dues will be determined by the Troop Committee. This decision will be based upon the immediate and projected needs of Troop 97 for the Scouting year.

Dues for the 2018/2019 program year are \$130/scout or \$110/scout for scouts with a parent or legal guardian serving as a registered adult.

Any new Scout joining Troop 97 after November 1st of each year will pay dues for the remainder of the Scouting year on a prorated basis.

All membership dues collected are non-refundable.

Scouts, who earn their Eagle rank while a member in good standing of Troop 97, will have their annual dues waived for the duration of their membership.

Troop 97 recognizes that not all Scouts will have the resources to afford the full amount of the annual dues. If assistance is necessary in this regard, please contact the Troop Committee Chairman.

4.2 Fundraising

Throughout the scouting year a variety of fundraisers will be held to raise money for sustained operations. These can range from camp card sales, sales of tickets to sporting events, meal services, and others.

Several groups also contribute to the support of Boy Scouts:

- **The Scout and his Parents** – support our troop by paying their own expenses, financial donations, prompt payment of dues, participating in fundraisers, employer-matching contributions, etc.
- **Troop 97** – supports our troop by organizing approved money-earning projects and providing quality, trained adult leadership.
- **Our Chartered Organization** – supports our troop with meeting facilities, storage facilities, by maintaining the troop's charter.
- **The Community** – supports the Boy Scouts of America through the United Way, Friends of Scouting campaigns (FOS), bequests, and special contributions to the BSA local council. This income provides leadership training, outdoor programs, council service centers, outdoor facilities, and professional service for units.

Troop 97 is only successful if we have funding which enables our troop to function. It is the expectation that all troop membership participate in fund raising events.

The Troop Committee welcomes any and all ideas pertaining to fundraising. Any fundraising idea presented to the Troop Committee will be reviewed for feasibility and profit potential.

4.3 Additional Fee Assessments

Should the Troop fail to generate adequate funds from fund raising events, it may become necessary to seek additional funds from member families within the unit. This would be in addition to the annual dues collected at the beginning of the Scouting year and the amount would be determined by the Troop Committee.

It is our desire to avoid, at all costs, the assessment of additional fees. Your participation in fundraising events and timely submission of dues will help the Troop avoid additional fees.

5.0 Adult Volunteers

A successful Troop relies on the participation of adult volunteers. Whether it's in a support capacity or in a more involved role, Troop 97 cannot function in a satisfactory manner without adult volunteers! As the Troop grows, so does the need for volunteers. **We need you!!** The Troop has dedicated leadership at the adult and youth levels. But there is always a need for adult help in a variety of areas and time commitments. For example, registered adults are needed for:

- Assistant Scoutmaster
- Participate on outings to maintain the proper adult/youth ratio (Usually Friday evening to Sunday around noon, meals will be provided)
- Transporting our Scouts to and from places and events
- Serving as a Committee Member
- Serve on Board of Reviews during troop meetings
- Serving as a Merit Badge Counselor (see <http://www.meritbadge.com/>)

Please consider how you could help out and become a volunteer at Troop 97. It's a great investment of your time and talents. Most of all, it is for the benefit of our youth. Contact the Scoutmaster or the Troop Committee Chair to discuss the Troop's needs with you.

5.1 Applying as a Troop Volunteer

If you desire to apply for an adult leadership position within the Troop, please contact the Troop Committee Chair. You will be required to complete the training requirements outlined below and then fill out an official BSA membership application. You must include your Youth Protection and Protecting God's Children training certificates with your application. After completing the training, filling out the application, getting approval signatures (Chartered Organization Representative), and a successful background check, you will become an Adult Leader!

5.2 Training Requirements

In many cases, becoming an Adult Leader is only the first step! If we are to provide a quality scouting program to our scouts, it means we must have trained leaders. This means you have to meet minimum training requirements for your position. When you have completed this training, you are "trained to position". Depending on the position you wish to fill, the training may be offered on-line. Talk with the troop's Training Coordinator to learn about the training requirements for your position.

Any adult that will be in **direct contact** with our scouts or that will participate in any Troop 97 activities must meet these requirements:

- BSA Youth Protection training (go to <https://my.scouting.org> to create an account and take this course)
- Complete "Protecting God's Children" Training (Offered by the Diocese of Charlotte. Learn more at <http://virtus.org/virtus/>).
- Meet membership requirements as outlined in Section 2.0 above.
- Complete the appropriate BSA Medical Forms (for some events)

Direct contact means that you will be camping with, traveling with, or interacting with any of our scouts.

5.2.1 Additional Training Requirements

Because the Scoutmaster (SM) and Assistant Scoutmasters (ASM) spend most of their time with the scouts, they have additional training that qualifies them to work directly with scouts:

- BSA Leadership Position Specific Training
- Introduction to Outdoor Leadership Skills (SM and ASM's only - Hand-on outdoor skills training)

5.2.2 Training Reimbursement

The troop will reimburse adults required to complete training to be considered "trained to position". The reimbursement will be issued to the adult scouter upon successful completion of the training as verified by a training card, certificate or other documentation issued by the training course.

This reimbursement may be waived by the troop committee due to financial considerations of the committee.

5.3 Adult Leadership Positions

Adult leader positions are "direct contact" positions, or Committee positions. Training requirements change depending on the position you are filling.

5.3.1 Direct Contact

The following positions have direct contact with our Scouts and therefore must be properly vetted and trained prior to receiving approval for the position.

- Scoutmaster
- Assistant Scoutmaster
- Merit Badge Counselors

5.3.2 Troop Committee Positions

The following positions are not considered "direct contact" but they are an essential part of the Troop and greatly assist with providing a quality scouting program.

- Chartered Organization Representative
- Troop Committee Chairman
- Troop Committee Member
- Treasurer
- Secretary
- Advancement Chair
- Outdoor Activities Coordinator
- Fundraising Coordinator
- Troop Training Coordinator
- Membership Chair
- Public Relations Chair
- Webmaster

- Travel Coordinator

6.0 Youth Leadership

Troop 97 is led by the scouts under the guidance of the adult leaders; Boy Scout troops are boy-led, adult-run organization. Scouts are trained to be leaders thru instruction and experience in leadership positions. One of the Scoutmaster’s most important responsibilities is to provide direction, coaching, and training that empowers the boy with the skills he will need to lead his troop.

The troop is made up of multiple patrols. Each patrol, led by a patrol leader, contains up to 10 scouts. The patrol members work together as a team, sharing the responsibility of making the patrol a success.

The Senior Patrol Leader is the youth head of the troop. He runs all troop meetings, events, and activities, as well as the Patrol Leader Council (PLC) meetings. The PLC consists of the Senior Patrol Leader, the Patrol Leaders, and other youth staff. In their monthly meetings the PLC organizes and assigns activity responsibilities for weekly meetings.

Leadership elections and appointments occur every 6 months. Patrol Leaders are elected from their patrol by their patrol members. The Senior Patrol Leader is elected by all youth members of the troop. Other positions of responsibility are appointed by the Patrol Leaders and the Senior Patrol Leader to serve a term of 6 months or more.

6.1 Youth Leader Training

After each election the troop will provide a day long Junior Leaders Training session for all youth leaders. Youth leaders will be trained in the fundamentals of leadership and will learn several skills needed to manage a patrol, work in team, and communicate effectively among other topics.

The Senior Patrol Leader will be trained to lead the PLC, troop meetings, and campouts.

6.2 Youth Leadership Positions

6.2.1 Elected

Senior Patrol Leader	Patrol Leader

6.2.2 Appointed by Youth Leadership

Assistant Senior Patrol Leader	Assistant Patrol Leader
Troop Quartermaster	Chaplains Aide
Troop Scribe	Troop Librarian
Troop Historian	Troop Guide
Instructor	Bugler
Webmaster	OA Representative

6.2.3 Appointed by Scoutmaster

Junior Assistant Scoutmaster	

7.0 Advancement

Scouting skills—what a young person learns to do—are important, but not as important as the growth achieved through participating in a unit program. The concern is for total, well-rounded development. Rank-appropriate surmountable hurdles are placed before members, and as they face them they learn about themselves and gain confidence. Success is achieved when we fulfill the BSA Mission Statement and when we accomplish the aims of Scouting: character development, citizenship training, and mental and physical fitness. We know we are on the right track when we see youth accepting responsibility, demonstrating self-reliance, and caring for themselves and others; when they learn to weave Scouting ideals into their lives; and when we can see they will be positive contributors to American society.

Though certainly goal-oriented, advancement is not a competition. Rather, it is a joint effort involving the leaders, the members, other volunteers such as merit badge counselors, and the family. A lot of work on advancement is done individually at the scout's own pace. Additionally, scouts often work together in groups to focus on achievements, or participate in outing group training or events which lead to advancement. As they do this, we must recognize each young person's unique combination of strengths and weaknesses. As watchful leaders, either adult or youth, we lend assistance as called for and encourage members to help each other according to their abilities.

Boy Scouting provides a series of surmountable obstacles and steps in overcoming them through the advancement method. The Boy Scout plans his advancement and progresses at his own pace as he meets each challenge. The Boy Scout is rewarded for each achievement, which helps him gain self-confidence. The steps in the advancement system help a Boy Scout grow in self-reliance and in the ability to help others.

7.1 Four Steps in Scout Advancement

1. The Scout Learns

He learns by doing, and as he learns, he grows in his ability to do his part as a member of the patrol and troop. As he develops knowledge and skill, he is asked to teach others; and in this way he learns and develops leadership.

2. The Scout Is Tested

The Scoutmaster authorizes who may test and pass the scout on rank requirements. They might include an assistant unit leader, a troop committee member, or the Scoutmaster himself. Merit badge counselors teach and test him on requirements for merit badges.

3. The Scout is Reviewed

After he has completed all requirements for a rank, the Scout meets with a board of review. For Tenderfoot, Second Class, First Class, Star, and Life ranks, and Eagle Palms, members of the unit committee conduct it. The Eagle Scout board of review is held in accordance with National Council and local council procedures.

The board of review's purpose is to determine the quality of his experience and decide whether he has fulfilled the requirements for the rank. If so, the board not only approves his advancement but also encourages him to continue the quest for the next rank.

4. The Scout is Recognized

When the board of review has approved his advancement, the scout deserves recognition as soon as possible. This will be done at the next unit meeting. Also, each scout advancing at least one rank will be recognized at a Court of Honor.

7.2 The Advancement Process of Troop 97

As discussed, prior to advancing in any rank, a scout must be able to demonstrate the knowledge and abilities required by the rank he wishes to attain. Two important steps common to all rank advancement are the Scoutmaster Conference and the Board of Review.

7.2.1 The Scoutmaster Conference

The scout must request a conference with the Scoutmaster to begin the rank advancement process. The conference is a forum for discussing topics such as ambitions and life purpose, goals for future achievement, and obtaining feedback on the troop's program.

The conference can be requested at any time in person, via phone, or via email. The Scoutmaster will schedule the conference in a timely manner at his earliest convenience. For ranks of First Class or less the Scoutmaster may appoint another adult leader to conduct the conference. Conferences can occur at troop meeting, campouts or other troop activities at the discretion of the Scoutmaster.

The scout must have his scout handbook with him at the conference. It is preferred that all rank requirements for the rank he is seeking be completed and signed off by an Assistant Scoutmaster or another designee. If all requirements are not completed, please discuss with the Scoutmaster when requesting the conference.

7.2.2 Being Active in Scouting

As a requirement for advancement in several ranks, a scout is required to be "active" in the Troop. An active scout is engaged in and cares about his Troop and Patrol. As scouts get older, several of life's other opportunities compete for the scout's time and resources. Among these are extracurricular engagements such as Academics, Sports, and Church related activities. These choices should reflect the Mission and Aims of scouting.

Troop 97 leadership recognizes that as a scout matures into the type of young man we are trying to develop, these activities will become more and more prevalent in his life. Participation in these activities are distinct choices made by the scout and must be balanced against his overall scouting goals.

A scout in Troop 97 is considered 'active' if he meets the following expectations:

Activity	Youth Leader	Troop Member
Troop Meetings	75%	50%
Outings	75%	50%

Note that "Youth Leader" is any position in the Troop that requires participation in the monthly Patrol Leader's Council (PLC) meetings. By accepting a leadership position in Troop 97, the scout is acknowledging his commitment to scouting at a higher level than the youth membership.

Per BSA policy, there are 3 sequential tests to determine whether the requirement of "active" has been met. The first and second are required, along with either the third or alternative.

1. The Scout is registered.
2. The Scout is in good standing. He must be in good standing with the troop, local council, and Boy Scouts of America.
3. The Scout meets the troops' active participation requirements, or if not, a lesser level of activity is explained to the Scoutmaster for consideration by a board of review at the next opportunity.

7.2.3 The Board of Review

After a Scout has completed the requirements for any rank or Eagle Palm, he appears before a board of review. Its purpose is to determine the quality of his experience and decide whether he has fulfilled the requirements for the rank. If so, the board not only approves his advancement or Palm but also encourages him to continue the quest for the next rank or Palm. This request is made to the Advancement Chair and can be made in person, by phone, or via email. The Advancement Chair will arrange a Board of Review meeting with the scout and Board of Review Panel.

7.2.3.1 Scheduling

Boards of Review are scheduled to occur during the regular troop meeting. Once a request for a Board of review is made, the Advancement Chair will advise the scout the date and time of the meeting. Generally, scouts requesting a Board of Review before the end of a regular troop meeting will be granted a Board of Review at the next regular troop meeting.

7.2.3.2 Dress Code for Boards of Review

The scout should be clean and neat in appearance and dressed appropriately, for the milestone marked by this occasion. It is recommended that the scout be in his Full Field Uniform (Full Class A's) for the Board of Review meeting. This should include neckerchief, slide, BSA socks and belt, and merit badge sash.

8.0 Merit Badge

8.1 Merit Badge Program

There is more to merit badges than simply providing opportunities to learn skills. There is more to them than an introduction to lifetime hobbies, or the inspiration to pursue a career—though these invaluable results occur regularly. The uncomplicated process—beginning in a discussion with a Scoutmaster, continuing through meetings with a counselor, and culminating in advancement and recognition—provides several learning experiences. It gives a Scout the confidence achieved through overcoming obstacles. Social skills improve. Self-reliance develops. Examples are set and followed. And fields of study and interest are explored beyond the limits of the school classroom.

8.2 Merit Badge Process

A Scout may begin working on a merit badge as soon as he becomes a registered member of Troop 97. Before he begins working with a merit badge counselor, however, he is to have a discussion with his Scoutmaster. The Scoutmaster will give the Scout a Merit Badge Application (blue card) which will be the Scout's progress record. The Scoutmaster will then identify a Merit Badge Counselor qualified in the particular area of the Scout's interest, who will guide and assist the Scout through the Merit Badge program as necessary. The scout contacts the merit badge counselor and sets an appointment after the Scoutmaster signs the blue card. It is the *responsibility* of the Scout to contact the Merit Badge Counselor for assistance from that point forward.

9.0 Camping and Outings

9.1 Troop Camping

Troop 97 normally plans to go camping or hiking, at least ten months out of the year. Unforeseen circumstances occasionally arise that require us to change the Troop's previously scheduled plans. We will make every effort to reschedule any outings that had to be canceled.

The Scouts plan for their own trips under the guidance of the Troop's Adult Leadership. This includes meal planning within a budget, shopping for the necessary food items, preparing a duty roster and planning an agenda when necessary. ***Scout's food cost will be held to a minimum. For most trips this is no more than \$17.00 per scout for the trip, however, this may change depending on trip location and duration.*** Depending on the location, a modest charge for fuel expenses will be assessed and collected.

9.2 District Sponsored Camping

The Hornet's Nest District usually hosts a few camping events during the course of the year. Troop 97 generally plans to participate in these events. These events usually follow the same weekend schedule as with Troop camping.

NOTE: Additional registration costs will be incurred.

9.3 Summer Camp

Troop 97 may choose to attend summer camp within our council or decide to attend an out of council camp. This camp is a week-long event which commonly runs Sunday through Saturday. Scouts discuss and elect the activities they wish to participate in during camp with their Scoutmaster. These activities count towards earning the associated merit badges. Summer camp is a great opportunity for the boys to experience and learn new things while they have fun together as a Troop. Attendance is encouraged.

PLEASE NOTE: It is highly recommended that all scouts have previously attended at least one Troop 97 campout before attending Summer Camp.

9.4 Outing Requirements and Rules

As scouts, we all love to camp and explore our world! As mentioned in the Safety and Health section, we have to keep our scouts safe while attending outings. This section expends on areas that ensure your scout and other are safe, comfortable, and having a good time.

9.4.1 Attendance Requirements

- Scouts must be present or have an excused absence at the troop meeting prior to a camping trip or outing. Many times we check backpacks, cover last second details. For this reason, your scout's attendance is required at this troop meeting.
- Permission slips and all fees must be submitted by the due date indicated on the permission slip or other communication. A scout cannot attend if all fees and permissions slips are not submitted.

- A current BSA medical form must be on file with the troop or provided prior to departure. Scouts without medical forms on file will not be allowed to attend.

9.4.1.1 Troop 97 Activity Consent Form

Each scout is required to have a completed and signed Troop 97 Activity Consent Form on file prior to joining the troop on any planned troop or patrol activity. This form must be completed annually and will be collected at the time that dues are collected.

9.4.2 Prohibited Items

- Any banned or controlled substances.
- Weapons of any kind (such as bb-guns, sling shots, or fixed-blade knives).
- Fireworks/Pyrotechnics.
- Anything that requires batteries to operate with the following exceptions: Flashlights, lanterns, personal fans, and GPS devices (Not a cell phone with GPS App!).
- Cell phones, smart phones, flip phones – NO PHONES. Adult volunteers have phones and emergency contact numbers. The Scoutmaster or lead adult may wave this restriction on a case by case basis.

9.4.3 Required Items for Camping trips

On Troop 97's website there are several lists of camping equipment you will need for outings (See Additional Resources section). Here are a few of the basics.

- Sleeping bag and closed cell foam mat
- Mess kit with utensils and drink cup
- Hygiene/toiletries kit
- First aid kit/sun protection (This can be homemade with a zip-lock bag!)
- Water bottle/canteen
- Boy Scout Handbook
- Pocket Knife (Must have Totin' Chip)
- Matches or Flint and Steel (Must have Firem'n Chit)
- Proper clothing including rain gear
- Back Pack or Duffel Bag / Day Pack
- Flashlight with extra batteries

9.4.4 Camping Equipment Replacement

The troop is continually making significant investments in camping gear for tents, stoves, cooking equipment, etc. to support our active outdoor program. The troop replaces equipment as it becomes worn out thru typical wear and tear of scouting. If a scout negligently or intentionally damages equipment, other than normal wear and tear, the scout will be responsible for the repair or replacement cost. This includes equipment of host facilities (summer camps, parks, etc.)

10.0 Scout Health and Safety

Your scout's health and safety is the first and last thought we have as adult leaders. All the activities we do in troop meetings, outings, or community service are all done with your scout's health and safety in mind. As the parent of a scout, it is your responsibility to ensure that Troop 97 has accurate information on your scout. Should something happen to your scout the adult leadership of Troop 97 uses medical forms, membership applications, and other approved resources to provide the best care for your scout. If any change in your scout's medical or medication profile should change, it is vitally important that you keep the Troop updated on these changes by filling out new medical forms including medication approvals and changes.

10.1 Scout Safety

All of the outings and events in which Troop 97 participates are designed to help your scout develop his Character, Fitness, and Citizenship. While doing this, our obligation to your scout is to keep him safe. We can't do this without his parent's support and cooperation. As a parent, you can help us by keeping us informed of your scout's current medical needs and concerns. This is done through the various medical forms, applications, and participation approvals for the various activities in which we participate. Your communication with the troop's adult leadership is the key to keeping your scout safe.

10.2 Medical Form Requirements

BSA Policy dictates the requirements for all medical forms necessary for camping trips and outings in general. There are no exceptions to these rules!! **This means that you either have a current medical form on file with the Troop or you cannot participate in the particular event.** If there is a change in your scout's medical or health profile, it is the parent's obligation to inform troop leadership promptly.

10.2.1 Event Lasting Less Than 72 Hours

BSA MEDICAL FORM (Parts A and B)

These forms are required "annually" by all participants for Day Camp, overnight camp, hikes or other programs not exceeding 72 hours, with a level of activity similar to that of home or school.

10.2.2 Events Lasting Over 72 Hours

BSA MEDICAL FORM (Parts A, B, and C)

These forms are required "annually" by all participants, for Resident Camp/Summer Camp or any other activity such as backpacking, tour camping, or recreational sports, involving events lasting longer than 72 consecutive hours, with a more strenuous and demanding level of activity.

10.2.3 Other Requirements

Please refer to the actual medical forms for a complete description of the forms and their intent. You may also be required to comply with the medical requirements as set forth by any particular district event or program.

If a known “medical or behavioral” condition currently exists with any of the participants of Troop 97, we kindly request that the Adult Leadership be properly advised in writing, of any such condition in advance. Your compliance is necessary to ensure the safety of your son as well as all the youth of Troop 97.

10.3 Troop Medication Policy

If any Scout requires medication of any sort, for any reason while attending a Troop outing or camping event, the Adult Leader in charge must be presented with a completed **Troop 97 Medication Policy form¹**, along with any other pertinent instructions, prior to the trip. Should your scout need medication we are happy to provide reasonable accommodations for your scout. We do however require the following:

- Current written documentation shall be maintained in the Troop’s medical note book for reference purposes.
- All medications must be in the original labeled container and show your scout’s prescription, dosage, doctor, and doctor’s phone.
- A Scout is prohibited from personally possessing and administering either prescription drugs or over the counter type meds unless a prior agreement between the youth’s parents and adult leadership has been made. This must be done for each outing with the adult leader in charge of the outing.

This policy has been enacted specifically in the interest of safety for our Scouts. A **Medication Policy Form** is available on the Troop’s website (see “Additional Resources” section) or you may request one from an adult leader. This form must be used for reporting any medications. All information will be held in the strictest confidence possible. We do expect your compliance and appreciate your cooperation in keeping our Scouts safe where medications are concerned.

10.4 Special Needs

The Adult Leadership of Troop 97 reserves the right to require a parent or guardian to accompany their child on any particular troop outing or campout, as deemed necessary. This will be dependent on the severity of the medical circumstances and/or the special needs of the youth. It is also kindly requested that any youth taking a prescription medication regarding any behavioral matters, continues to receive that medication while attending any Troop overnight activity or outing.

¹ See “Additional Resources” section of this document for Troop 97 Forms web link.
2018-2

11.0 Additional Resources

The BSA publishes the **Boy Scout Handbook** (more than 38 million copies have been printed); the **Patrol Leader Handbook**, which offers information relevant to boy leadership; the **Scoutmaster Handbook**; more than 100 **Merit Badge Pamphlets** dealing with hobbies, vocations, and advanced Scout crafts; and program features and various kinds of training, administrative, and organizational manuals for adult volunteer leaders and Boy Scouts. In addition, the BSA publishes **Boys' Life** magazine, the national magazine for all boys, and **Scouting** magazine for volunteers.

The following web sites are intended for your further education in the Boy Scouts of America organization and specifically Troop 97. Please review and familiarize yourself with the information on these sites. Again, should you have any questions, please contact the Committee Chair, the Scoutmaster, or any of the troop's other adult leadership.

Title	URL
BSA National Council	http://www.scouting.org
BSA Scouting Forms	http://www.scouting.org/forms.aspx
BSA Store (Books, camping, clothing, etc.)	http://www.scoutstuff.org/
Hornet's Nest District	http://www.hornetsnest.org
Mecklenburg County Council Training	http://mcctraining.org/
Mecklenburg County Council	http://www.mccscouting.org
Merit Badge Research	http://www.meritbadge.com
Troop 97 Website	http://www.boyscouttroop97.org/index.php
Troop 97 Contacts	http://www.boyscouttroop97.org/index.php/contacts
Troop 97 Forms	http://www.boyscouttroop97.org/index.php/15-resources/parent-resources/21-parent-resources
Youth Protection Training	http://www.scouting.org/Training/YouthProtection.aspx

Please note that the above is not an all-inclusive list. The key sites to keep in mind are the first three listed. From these sites almost any information you need are links from these sites.