

# **Boy Scout Troop 19 Nashua, NH**



## **Troop 19 Family Guidebook**

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Other documents that should be distributed with this document:

- Current Troop Roster
- Current Calendar

# Introduction

## **What Is this Handbook?**

This is a handbook for Scouts and their parents. It explains the things you should know about Boy Scout Troop 19 of Nashua, New Hampshire. The topics include a troop history, description of outings and activities, our summer camping program, what equipment is needed by each Scout and what is provided by the troop, requirements for Scout advancement, and how to prepare for a Board of Review. In addition, Troop 19 policies on uniforms, attendance, conduct and discipline are included.

Parents should review this manual with their son. A "Participation Contract" is provided at the end of this manual, which must be signed by each new Scout certifying that he has read the manual and agrees to abide by the rules contained herein. There is also a place for a Parent or Guardian to sign.

**Family Support:** A Scout troop, with the high level of programs, outings, advancement, and service that Troop 19 provides, requires the support of many families and friends. No single person can do it all. **It is expected as an obligation of membership that each family in Troop 19 will support the activities of the troop in some way during each year.** Please think about how you can best help.

This manual is dedicated "to all the great Scoutmasters and all the great Scouts," who have made Troop 19 the outstanding organization it is today. Without their spirit and dedication, combined with the assistance and support of numerous parents, friends and the Pilgrim Church of Nashua, the many activities, outings and programs summarized in the following pages would never be reality. Troop 19 has always relied on the support of troop families and friends to achieve its goals. We expect this support will continue as part of your commitment to Troop 19 and in return we commit our efforts to continuing the positive methods, aims and traditions of Scouting for our boys.

Thank you.

**The Troop Committee and Scoutmasters of Troop 19**

## **Troop 19 Traditions**

- **Empowering youth to be leaders is the core of Scouting and Troop 19's guiding principle**
- Year round activities with a major event each month
- Troop pride in all we do
- Troop uniforms at 100%
- Be capable of camping in bad weather as well as good weather-we do not cancel outings because of bad weather.
- Attend Summer Camp for one week each summer
- Have a special week long high adventure trip every two years
- Do a service project for the Pilgrim Church of Nashua each year
- Always cook by patrol
- Give each patrol a distinctive campsite, slightly apart from others
- Learn new Scouting skills (or improve skills) on each campout
- Have at least one bike, backpack and/or canoe outing each year
- Earn the Quality Unit Award and National Camping Award each year
- Have many more Scouts than average who earn the rank of Eagle.
- Promote youth leadership training by having members attend Philmont's National Advanced Youth Leadership Experience (NAYLE) and/or Camp Bell's National Youth Leadership Training (NYLT) Program
- Have a large allotment of **fun and high adventure**

## **Troop Organization**

**Introduction:** The Pilgrim Congregational Church of Nashua New Hampshire sponsors Troop 19. The responsibility for Troop policies and organization lies with the Troop Committee. The Troop Committee meets monthly and is comprised of many parents and friends of the Troop as well as the Chartered Unit Representative. The Scoutmaster reports to the Troop Committee.

The Troop Committee welcomes suggestions and comments from the "Troop 19 Family" at all times. While we work very hard to make Troop 19 the best troop possible, there is always more that can be done and ways to improve. All Scouting activities are open to parental visitation. There are no "secret" organizations with the Boy Scouts of America. We need and expect parental involvement and support as an ongoing benefit of membership in Troop 19.

**Annual Dues:** The yearly Local dues for Troop 19 are \$40.00, payable weekly (\$1.00) at each meeting during the school year. Dues are not collected during the summer. Although the BSA charges ~ \$20.00 for annual membership, the boys do not have to pay this directly; instead, it is paid from the troop treasury. This includes the BSA national membership fee per Scout and a subscription to Boys Life Magazine. The dues, along with other funds derived from our major fund raising activity (holiday wreath sales) are used for special outings, troop equipment, and operating expenses. Scouts delinquent in weekly dues by more than one month may forfeit opportunities to attend events until they are current.

**Youth Leadership and the Patrol System:** Every Boy Scout Troop is made up of patrols, groupings of six to eight boys who work together as a team. The patrol method gives Scouts an experience in group living and participating citizenship. It places a certain amount of responsibility on young shoulders and teaches boys how to accept it. The patrol method allows Scouts to act in small groups where they easily can relate to each other. These small groups determine troop activities through their elected representatives. Each patrol has its own leader. The Patrol Leaders, with the Senior Patrol Leader in charge, form the Patrol Leaders' Council. It is this council's job to plan and run the troop program. Each Patrol Leader represents his patrol on the council and interprets to his patrol the decisions of the council. Patrols have their own meetings, elect other officers, and carry out their own activities. Scouts are expected to be responsive to directions given by patrol leaders and the Senior Patrol Leader.

The troop is comprised of patrols based on the experience level of the Scouts. It has been the troop's experience that this method lends itself best to encouraging Scouts to develop within their own peer group and facilitates the skill instruction during the troop meetings. New Scouts are kept together for

the first 4 months and are then mixed in with the regular Scout patrols. The most experienced Scouts; usually 16 and older, are part of the Leadership Patrol and hold many troop leadership positions.

**Patrol Reorganizations:** Learning to work with other members of a team is an important part of Scouting, so we do not want to change patrols lightly. Nevertheless, there are typically two patrol reorganizations during the year: in February, as new Scouts join (bridging from Cub Scouts); and in September, as we start a new program year. A Scout who has a good reason to want to change patrols should make his desire known to the Senior Patrol Leader and to the Scoutmaster, preferably in January or August.

**Troop Meetings:** Troop meetings are held every Tuesday from 7:00-9:00pm during the school year. The troop does meet during school vacation weeks and usually conducts a special activity. During July and August the troop usually meets every other week. Scouts are given a summer meeting schedule at the June Parent's Night.

The Senior Patrol Leader is responsible for the meeting and delegates duties to patrols for opening and closing ceremonies, skill contests, troop wide fun games, service duties (set-up and clean-up). A typical troop meeting includes thirty minutes of skill instruction taught by experienced Scouts. Each patrol also meets briefly to schedule a patrol meeting date or plan for upcoming events.

**Advancement during Troop Meetings:** Scouts are encouraged to complete advancement requirements at troop meetings. A sign-up sheet is available on the table at the back of the hall for the Scout to fill out. Assistant Scoutmasters are available at any meeting to work with a Scout.

**Attendance:** The Scouts have a variety of extracurricular activities to choose. Our attendance policy can be found on page 49. Basically, the expectation is that unless you have a formal conflict (such as a school or church obligation), you will be at the Troop activity. Attendance is especially critical for Youth leaders (Patrol Leaders, Assistant Patrol Leader, Treasurer, etc). We work to obtain commitment on how active each Scout and families plan to be and then structure the patrols and leadership positions based on these commitments.

**Communications:** We expect each Scout to be accountable for information that is communicated at troop meetings. If a Scout has missed a meeting, it is his responsibility to contact his Patrol Leader to get updated. Each Patrol Leader is responsible to make a weekly phone call to his patrol to prepare them with information for the upcoming troop meeting.

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The Troop website is <http://www.troop19.org/> Click on “Contact Us” in the upper left corner to find others’ email addresses, and to find out how you can be added to the list. You are highly encouraged to have at least one family member on the weekly email distribution list.

## **Aims and Methods of the Scouting Program**

The Scouting program has three specific objectives, commonly referred to as the "Aims of Scouting." They are character development, citizenship training, and personal fitness.

The methods by which the aims are achieved are listed below in random order to emphasize the equal importance of each.

**Ideals.** The ideals of Boy Scouting are spelled out in the Scout Oath, the Scout Law, the Scout motto, and the Scout slogan. The Boy Scout measures himself against these ideals and continually tries to improve. The goals are high, and as he reaches for them, he has some control over what and who he becomes.

**Patrols.** The patrol method gives Boy Scouts an experience in group living and participating citizenship. It places responsibility on young shoulders and teaches boys how to accept it. The patrol method allows Scouts to interact in small groups where members can easily relate to each other. These small groups determine troop activities through elected representatives.

**Outdoor Programs.** Boy Scouting is designed to take place outdoors. It is in the outdoor setting that Scouts share responsibilities and learn to live with one another. In the outdoors the skills and activities practiced at troop meetings come alive with purpose. Being close to nature helps Boy Scouts gain an appreciation for the beauty of the world around us. The outdoors is the laboratory in which Boy Scouts learn ecology and practice conservation of nature's resources.

**Advancement.** 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.

**Associations with Adults.** Boys learn a great deal by watching how adults conduct themselves. Scout leaders can be positive role models for the members of the troop. In many cases a Scoutmaster who is willing to listen to boys, encourage them, and take a sincere interest in them can make a profound difference in their lives.

**Personal Growth.** As Boy Scouts plan their activities and progress toward their goals, they experience personal growth. The Good Turn concept is a major part of the personal growth method of Boy Scouting. Boys grow as they participate in community service projects and do Good Turns for others. Probably no device is as successful in developing a basis for personal growth

as the daily Good Turn. The religious emblems program also is a large part of the personal growth method. Frequent personal conferences with his Scoutmaster help each Boy Scout to determine his growth toward Scouting's aims.

**Leadership Development.** The Boy Scout program encourages boys to learn and practice leadership skills. Every Boy Scout has the opportunity to participate in both shared and total leadership situations. Understanding the concepts of leadership helps a boy accept the leadership role of others and guides him toward the citizenship aim of Scouting.

**Uniform.** The uniform makes the Boy Scout troop visible as a force for good and creates a positive youth image in the community. Boy Scouting is an action program, and wearing the uniform is an action that shows each Boy Scout's commitment to the aims and purposes of Scouting. The uniform gives the Boy Scout identity in a world brotherhood of youth who believe in the same ideals. The uniform is practical attire for Boy Scout activities and provides a way for Boy Scouts to wear the badges that show what they have accomplished.

# Outdoor Program

## **Outings Program**

The troop has about ten weekend outings during the year and in addition schedules a one-week session at Hidden Valley and/or Camp Bell during the summer. The Troop also schedules a high adventure expedition every other year.

During a program year September through August, a Scout who attended every outing or expedition with the Troop would have spent about 25 nights camping! For this level of outdoor activity, Troop 19 has earned the National Camping Award every year since 1980. Our outings fall into several classifications. There are campouts where the main theme is to work on advancement -- particularly for the ranks leading up to First Class. Then there are the fun type outings that tend to repeat themselves each year such as bicycle trips on Nantucket Island, River Canoe Trips and Ski Trips. Other outings have included trips to the Norwich University Camporee, weekend backpack trips in the White Mountains, rock climbing, snow shoe backpacking, and the traditional "Turkey Campout and Banquet" at Camp Carpenter.

Advancement skills are reviewed on most campouts. The troop typically camps within an hour of Nashua, in places such as Camp Carpenter, Camp Wanocksett in Jaffrey, Camp Whipporwill in Merrimack, or similar areas. The troop will also travel any distance to attend a worthwhile event. Camping is in troop owned tents with Scouts in their own patrol. The winter campouts (December-March) always have a heated cabin available for sleeping. Scouts that have learned winter camping skills and have proper clothing are encouraged to build snow shelters or camp in the troop tents. Schedules and locations vary from year to year since trips are planned for the year by the Patrol Leaders' Council and approved by the Troop Committee.

## **Transportation to and from Outings**

**AS AN OBLIGATION FOR MEMBERSHIP OF THEIR SON IN TROOP 19, PARENTS ARE EXPECTED TO SHARE DRIVING AND CHAPERONING OF SCOUTS ON CAMPOUTS.** (See also “Frequently Asked Questions on Camping with Troop 19”).

It is essential that adequate, safe, and responsible transportation be used for all Scouting activities. Because most accidents occur within a short distance from home, safety precautions are necessary, even on short trips.

General automobile guidelines are as follows:

- Seat belts are required for all occupants.
- All drivers must have a valid driver's license that has not been suspended or revoked for any reason. If the vehicle to be used is designed to carry more than 15 persons, including the driver (more than 10 persons, including the driver, in California), the driver must have a commercial driver's license (CDL).
- An adult leader (at least 21 years of age) must be in charge and accompany the group.
- The driver must be currently licensed and at least 18 years of age.
- Passenger cars or station wagons may be used for transporting passengers, but passengers should not ride on the rear deck of station wagons.
- Trucks may not be used for transporting passengers except in the cab.
- All driving, except short trips, should be done in daylight.
- All vehicles must be covered by automobile liability insurance with limits that meet or exceed requirements of the state in which the vehicle is licensed. It is recommended that coverage limits are at least \$50,000/\$100,000/\$50,000. Any vehicle designed to carry 10 or more passengers is required to have limits of \$100,000/\$500,000/\$100,000.
- Do not exceed the speed limit.
- Do not travel in convoy.
- Driving time is limited to a maximum of 10 hours and must be interrupted by frequent rest, food, and recreation stops. If there is only one driver, the driving time should be reduced and stops should be made more frequently.
- Don't drive drowsy. Stop for rest and stretch breaks as needed. Fatigue is a major cause of highway accident fatalities.

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*A few important things to remember for Scouts regarding transportation to and from events:*

- Permission slips are required for all events and must be signed and returned by the date indicated on the form. This is necessary to ensure proper patrol menu planning and to secure transportation.
- Scouts should be sure to carry on their person sufficient money for a meal or snack on the trip if this has been specified on the permission slip. It is not fair for drivers to pay for lunch or snacks and try to be reimbursed later.
- Scouts should be careful in the cars--they are guests of the driver. A "thank you" is appropriate and always appreciated by the driver. (A Scout is Courteous!).
- Scouts are discouraged from driving themselves on outings. If a Scout (under age 18) does drive, it is the troop policy that he will not transport any Scouts.
- Scouts are not to leave meetings or outings early without prior parental consent that should be communicated to the Scoutmaster.
- Finally, friends of Scouts who are not members of Troop 19 may attend an outing prior to joining with permission of the Scoutmaster.

## **Summer Camping Program**

Summer camp is the major summertime activity for the troop. Troop 19 utilizes both of Daniel Webster's Council's camps in Gilmanton Iron Works, NH. Typically, about eighty percent of the boys in the troop attend each year. The camp program runs for 6 days -- starting on a Sunday and finishing on a Saturday. We schedule our session the previous summer so parents know when their son will be at camp well in advance of other vacation plans. Please refer to the troop calendar for the date of summer camp. Camperships are available for boys who could not otherwise attend for financial reasons.

Camp Bell's program is based on the patrol method. Scouts cook their meals and participate as a patrol for advancement and activities. The camp has developed into one of the finest Scout camps in the Northeast. An outstanding camp staff, quality program, and upgraded facilities have given our troop a super week every year.

The camp program is organized and directed by a Staff of highly qualified and motivated Scouts and Scouters. Camp Bell's program is designed to build your son's self-confidence and self esteem through a highly motivating environment of accomplishment and recognition. This program is built entirely around the patrol method. This includes patrol cooking, program activities by patrol and the opportunity for the Scouts to earn over twenty merit badges (most of which are not offered at Hidden Valley).

Hidden Valley offers a traditional Scout camping atmosphere with merit badge opportunities, First Year Camper Program, Troop activities, camp wide competitions, dining hall and much more. Hidden Valley is the place Scouts think of when they think summer camp! A quick glance through the Valley and you will see beautiful lakes, several mountain tops for great day hikes, hundreds of Scouts involved in dozens of activities, top notch facilities, an enthusiastic staff of over eighty Scouts and Scouters, and finally... great food in a majestic dining hall. Hidden Valley is the land made for Scouting!

The Program Areas at the Valley are:

- Aquatics: 3 waterfronts, sailing, swimming, water games, canoeing, kayaking, rowing, snorkeling
- C.O.P.E.: our ropes course includes low element team hurdles, hi-ropes personal challenges, climbing and rappelling tower.
- Shooting Sports: 3 ranges: shotgun, target archery, .22 rifle, competitions
- Handicraft / Communications: leatherwork, woodcarving, basketry, photography, art, communication and improvisational skills

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- First Year Camper: introduction to basic outdoor skills, troop & patrol method, rank advancement, teamwork, games
- Scoutcraft: advanced camp craft skills of pioneering, wilderness survival, orienteering, Dutch oven cooking, and backcountry skills
- Ecology: animals, forestry, plants, weather and our ecosystem
- Native American: folklore, dancing, tracking and stalking
- Camp-wide: ultimate Frisbee, patrol games, water carnival, Frisbee golf, Campfires

The troop encourages Scouts to sign-up for an additional week at Camp Bell or Hidden Valley. Each camp offers a unique experience.

Additional programs at Camp Bell and Hidden Valley include National Youth Leadership Training, Valley Voyageurs, Spoke and Sea Kayaking.

As a special recognition the troop sponsors two Scouts to attend Philmont's National Advanced Youth Leadership Experience (NAYLE) in New Mexico each year. The Scouts selected for this opportunity have demonstrated a strong commitment to the troop and agree to serve in a major leadership role (typically Senior Patrol Leader and Assistant Senior Patrol Leader) for the coming year.

### **Camperships and Financial Assistance**

Camperships are available to Scout families requesting financial assistance for summer camp. All requests will be handled in confidentiality by the Scoutmaster.

The troop will subsidize a portion of the summer camp fee toward a campership assuming that the Scout is an active member of the troop, has demonstrated Scout Spirit, has attended the wreath fund raising activities and has met the individual goal for wreath sales established by the wreath committee. New Scouts joining after the wreath fund raiser will still be considered for camperships.

The Scout's family will submit the campership application (DWC council form) four weeks before the deadline to the Scoutmaster.

The Campership form will then be submitted to Daniel Webster Council requesting additional financial aid. If there is a shortfall in funds available for camp, the Scoutmaster will meet with the Scouts parents to determine if the district, council, troop or the family can make up the difference.

**General Guidelines:**

50% - Scout Account and Family Contribution

25% - Troop 19

25% - Daniel Webster Council

## **High Adventure Trips**

Troop 19 offers a high adventure trip every two years. Past expeditions have included; Grand Canyon 2000, Yellowstone/Grand Tetons 2002, Colorado San Juan Mountains 2004, Rocky Mountain National Park/Indian Peaks Wilderness 2006 and by popular demand a return trip to the Grand Canyon in 2008.

The primary focus of the trip is hiking and backpacking. Additional activities include sight seeing and usually a white water rafting trip. Each high adventure trip is organized into small crews (groups of 10 or less) based on the ability and interest of each member. It is Troop 19's philosophy to encourage all Scouts to participate by structuring a program around each group's needs. However, the Scout must be First Class rank or higher, demonstrate Scout spirit and have been in the troop for at least 9 months and have participated in the required shakedown hikes. A week-long trip could be comprised of anywhere from 2 nights to 5 nights of backpacking. Naturally, younger Scouts will opt for a less strenuous trip. Older Scouts usually choose a one-week trip that may cover 50 miles in the mountains or on river.

These trips take a lot of energy, strength and stamina. These trips are a chance to see and be in the wilderness. More importantly, these trips represent one of the hardest weeks physically (and sometimes emotionally) that participants have ever encountered. It is a tremendous boost to a young man's self-confidence to discover he can accomplish it and have fun. Scouts are screened carefully prior to the trip to assure that they will have a successful experience.

**Family / siblings on high adventure trips:** Recent troop adventure trips to our National Parks (Grand Canyon, Yellowstone and Rocky Mountain National Park) have been organized to also appeal to non-Scout family members. Scouts undertake more vigorous adventure while other family members may be day hiking and sightseeing on their own.

**Adult leaders and parents** are absolutely crucial to high-adventure outings. Pulling off a cross-country trip requires major effort, including adults dedicated to transportation planning, food, equipment, permits, money, Scout training, route mapping, shopping, communications, budgeting, etc. The major need for adult effort is one reason we allow siblings on these trips: that way, your volunteer effort to help make the trip happen can benefit other family members, as well as your Scout son.

# Equipment

## Bring List Troop 19 Activities

All personal equipment should be labeled with a Scout's name and "Troop 19."

### The Troop 19 Ten Essentials

Pocket Knife (with Totin-Chip Card)	Personal First Aid Kit
Matches in Waterproof Container	Flashlight with Good Batteries
Rain Gear	Emergency Rations (Patrol Box)
Compass (& Map if indicated)	Whistle or Signaling Device
Water Bottle (Filled)	Extra Clothes-based on weather and area

This is a minimal, "survival" list. If you do not have these items along with you on any Troop 19 campout or hike trip, then you are not "prepared," according to the Scout motto. The Permission Slip includes a detailed packing list based on the specific activity.

### Personal Overnight Camping Gear:

Clothes for season and area: Refer to the Boy Scout Handbook and the permission slip for additional information.

- Ten Essentials
- Pack
- Foam sleeping pad or air mattress
- Plastic ground cloth
- Sleeping bag with stuff sack securely strapped to backpack for hiking
- Plastic trash bag to line sleeping bag and stuff sack
- Mess Kit: Knife, Fork, and Spoon, Plate, Bowl, and Cup
- Watch
- Toilet Kit:: Toothbrush and paste, comb, soap, towel, and toilet paper
- Scout Handbook
- Paper and pen
- Extra plastic bags to keep clothing dry
- Spending money
- Optional items may include:
  - Camera and film
  - Insect repellent
  - Sunscreen
  - Ten feet of cord or rope

## **Patrol Equipment**

Troop 19 has an extensive inventory of camping equipment. Patrol equipment normally includes the following:

- Tents
- Dining Fly
- Two-burner propane stove
- Backpacking stoves and fuel
- Eight-person cook kit
- Chef's cooking utensil set
- Griddle
- Dutch Oven
- Wash Bucket
- Rinse Bucket
- Water Containers
- 2-Quart Plastic Container
- Camp Saw
- Patrol Flag
- Patrol Box
- *Food\**
- *Matches\**
- *Cleanup kit\* to include dish soap, scrub pads, Towels, Baggies, plastic garbage bags*

*\*These items are consumables that are to be supplied by the patrol and should be checked periodically by the patrol quartermaster.*

### **Prohibited Items**

- Personal snacks (only patrol food and patrol shared snacks are permitted)
- Firearms
- MP3 Player
- Sheath Knife (or any blade greater than 4 inches)
- Flammable Materials (except matches)
- Butane Lighters
- Contraband (any material that is not accepted by BSA Policy). This includes alcohol and tobacco products (Adults please note)

### **Troop Cell Phone Policy**

The outdoors is a place where a Scout can get closer to the natural world around.

If a Scout brings a phone on an outing the phone is to remain in the driver's vehicle during the activity. The Troop 19 Activity Permission Slip will provide parents with the cell phone number of the troop leader in charge should an emergency require contacting your son. Please note that in some areas, cell phone coverage is not available. On trips, Scout cell phone usage is restricted to communication with parents upon return to Pilgrim Church.

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During troop meeting or other non-camping activities, Scout cell phones are to **remain off**.

Adult leaders are requested to minimize the use of cell phones. Please have phones on vibrate during troop meetings. If, during a troop meeting, a call is necessary, please take the call away from the meeting room.

## **Troop Owned Equipment**

### **PATROL EQUIPMENT**

Patrols are issued camping equipment in Patrol Boxes for the use of the Patrol. It is the Patrol's collective responsibility to return the equipment to the Troop in good condition. If items are broken or lost, each Scout is responsible for his pro-rata share of their replacement cost.

At the conclusion of each camping trip the troop quartermaster and patrol quartermasters may assign cooking equipment for a final and thorough cleaning. Tents and dining tarps are assigned for drying and airing out.

#### **A few instructions on proper care:**

- Aluminum chef kits should be scrubbed with steel wool and soap to remove excess grease and campfire soot. The dishwasher will not do a thorough wash but can be used once they have been scrubbed. The utensil kits and plastic containers can be done either way.
- Cast iron equipment (griddles and Dutch ovens) are to be wiped clean with paper towels and then oiled inside and out while the oven is warm. If for some reason the oven or griddle is sticky or has food build up, wash it out with mild soap and water, rinse, then dry. While it is still warm (heating it in the oven works best) wipe it with oil as previously described. For normal care never scrub with harsh detergents or abrasive pads. A very mild scouring pad should only be used to remove rust or baked on food only when necessary.
- The troop tents represent a substantial investment (\$300.00 each). Each tent must be set up to properly air dry as soon as possible. Having a tent rolled damp with moisture for a couple of days can start mildew growth and ruin the nylon fabric. The tent should be swept clean and if necessary the floor cleaned with a damp sponge. Care should be taken that the tent floor is completely dry on both sides. All tent poles, stakes, stuff sacks and ground cloth should be accounted for and repacked for the next outing. The dining fly can be dried on a clothesline or spread on the ground.
- Camp stoves need to be “degreased” by using soap and hot water.

## **Camping Hints**

- Customize your gear--bright cord on zippers to find and grab. Mini-carabineers to hang and hold gear on tent and pack.
- Keep your pack and tent organized. Flashlight and rain gear should be the last items packed to be within quick reach without a lot of searching. Always store your gear back in your pack when you are done using it.
- Your tent should be the first and last thing to unpack and pack at campsite. Put it up immediately while you are still fresh and the sun is out. Store your gear inside. Take it down just as you leave--it will dry while standing and give you and your gear shelter if the weather changes.
- Take care of the tent. It is your home and you are responsible for its upkeep. When entering and leaving the tent the zippers must be opened all the way. Squeezing through only jams zippers and tears fabric. It's best to take your shoes off outside the tent to keep the tent clean. The tent floor will not last if pack frames and gear are dragged along it.
- Put your gear in the same place all the time. Same spot in the tent or same place in your pack. Put all your ditty bags and stuff sacks in one sack in your tent. You will easily find them when you repack.
- Fill lantern, stove and canteen at home or at church. Then they will be ready when you arrive at camp. Always fill after cooking so they are ready for next meal and do not run out of fuel in the middle of cooking.
- Chemical stoves and lanterns can only be used with knowledgeable adult supervision.
- Put your name on all gear.
- If you put your ground cloth under the tent make sure you tuck all edges under the tent. Otherwise, it will collect all the rain from the tent and funnel it under you. Also make sure there is drainage around your tent--do not put in a depression where water will collect. Make sure the tent is properly staked out to prevent rain from settling on the sidewalls. Finally, "ditching" around a tent is no longer allowed.
- Clean up and put away your gear at night. Most important do not leave food out. If it rains the gear and food will stay dry, the raccoons will not get into it, and you will know where it is.
- If it is raining or snowing--think ahead. Keep all wet things in one corner of tent. Think about what you are going to do before you do it.

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- Do not burn garbage while you are cooking. The odor will get in your food. Garbage is either burned after you have finished cooking or properly disposed of in the trash bags. It is never buried.
- Zip lock bags are great. You can see what is inside and it keeps things dry. They are cheap ditty bags.
- Dry out all gear after every outing. Air out sleeping bag and tent to prevent mildew--even when they did not get wet.
- Bring a garbage bag to cover pack and put your gear in. Also can keep wet boots in tent away from other gear.
- Keep everything pre-packed in your pack between outings. Take out inventories, old food and extra clothing.
- Take the ten essentials--they are really "essential."
- Soap bottom of cooking pans used over an open fire. It will make the soot easier to remove.

# Wreath Sales & Scout Accounts

## **Wreath Sales**

### **Wreath Fund Raising Participation Requirement**

The wreath sales supply a major portion of Troop 19's operating funds. The income generated by the wreath sales pay for troop hiking / camping equipment; subsidize some camping fees; fund troop trailer maintenance & registration; cover BSA National registration; and support selected personal Scout equipment purchases, as described in the Troop Guidebook. The wreath sales generate an average of \$500 per Scout.

We encourage Scouts to sell a minimum of 20 wreaths. The awards system (Scout dollars and prizes) is structured in a manner where many Scouts exceed the 20 minimum. Therefore, as a result of the wreath sales, a large annual dues fee is not required from each Scout family.

The Holiday Wreath Sales effort is a required activity for all Scouts. The Scout must notify the Scout Master if the Scout will miss any of the events.

Please mark these two dates on your calendar:

- The first Sunday afternoon in November: Kickoff Day. On the first Sunday in November, the troop sells wreaths door-to-door in the Nashua area.
- The Friday after Thanksgiving: Assembly Day. The wreaths are assembled with ribbons and pine cones by the Scouts the day after Thanksgiving.

### **Scout Fund Raising Expectations**

It is expected that each Scout attend the above two wreath events and set a personal goal to sell wreaths. Should the Scout not complete any of the three objectives a 2-3 adult wreath sub-committee will discuss the participation with each Scout family. Depending on individual circumstances the committee will attempt to work an amenable solution with the Scout and his family. However, it should be understood that the sub-committee could decide that the Scout and family must pay their full share of the annual Troop 19 dues raised via wreath sales of an amount not to exceed \$500.

To be clear, Troop 19's fund raising activity will fail if families decide to "buy-out" of the event. The success of this fund raiser is based on quantity buying power and many helping hands. If this were left to a smaller group we would lose our buying power and ability to spread the work around. Thus, our goal is to encourage all to participate and to eliminate a very small percentage of individuals from not doing their part in helping the troop. A goal of the wreath fund raising activity is to honor the spirit of helping out the troop by participating.

The wreath sub-committee must make a quick determination of dues to be paid by the Scout and/or service hours required (service hours are related to Scout spirit of helping). The sub-committee's decision should be made prior to the annual Holiday Party. The Scout may appeal the sub-committee's decision to the full parent committee.

**Parent participation:** The wreath sales effort puts the Scouts on "front line" of salesmanship, but there are numerous roles for adults in the background, including:

- Material Ordering: wreaths, pinecones, bows, tags, wire
- Kickoff Day: territory mapping, training, clipboard assembly
- Printing: brochures, order forms, photos
- Assembly Day: schedule, location, materials handling, order fulfillment, quality control
- Food: Kickoff day, assembly day, party
- Party Preparation: prizes for top sellers!
- Publicity
- Treasury
- Drivers!

"Many hands make light work". Please consider how you might be able to help with the above list, and let the Wreath Committee know about your interest. (See "Troop Committee", p. 75)

## **Scout Accounts**

The Troop 19 "Scout Accounts" are moneys held by the adult Treasurer which are designated for certain Scout spending purposes as described below.

Money is inserted into Scout Accounts once a year based on how well the Troop does, and how well each individual Scout does, for the Holiday Wreath sales.

Money can be taken out of Scout Accounts for:

- Scout Camp.
- Troop 19 major trips (e.g. Yellowstone, Grand Canyon...).
- Scouting goods (Scout store, or Scout department of other store).
- Present a copy of the receipt to the adult Treasurer.
- Personal equipment listed on a permission slip, which you do not already own.

EXCEPTION: Some items are rarely used by Scouting, such as the kayak in a once-in-a-blue-moon kayak trip, or the skis for a once-a-year ski trip. In such cases, the Scout account can be used to rent an expensive piece of equipment, but not to buy it.

### **Q. What about other equipment (not listed on permission slips)?**

A. Other proposals can be made by Scouts to the Troop Committee; such proposals will be considered on a case-by-case basis.

### **Q. Can the account be used for food for a camping trip?**

A. No: there are too many small transactions here, which would drive the treasurer crazy; and the boys need to learn how to plan their own menus and do their own shopping, taking responsibility for the money and the food purchase and cooking.

### **Q. Can the account be used for dues?**

A. No. The Scouts should be earning an allowance at home, and paying for it out of that; or otherwise taking responsibility to obtain the \$1 each week.

### **Q. What happens when a Scout leaves the Troop?**

A. If a Scout is not part of re-chartering in December, the money in that Scout account reverts to the general Troop treasury, to be applied to overall Troop needs.



# Advance ment

## **Advancement**

Boys join the troop as a Scout and then advance through the ranks in the following order: Tenderfoot, Second Class, First Class, Star, Life and then Eagle.

The Scouting program has three specific objectives, commonly referred to as the "Aims of Scouting". They are character development, citizenship training, and personal fitness. Advancement is just one of the eight methods used to achieve these aims. The other methods are Ideals, Patrols (a.k.a patrol method), Outdoor Programs, Personal Growth, Leadership Development, and Uniform. So advancement is not the sole method and it is not the most important; all are equally important to develop a Scout. The troop monitors all these "methods" in each Scout. Each Scout advances at his own rate. Some Scouts earn First Class within a year, but most may take longer. Scouts who participate in outings and summer camp will generally advance faster.

Parents are cautioned, however, that advancement should not become the sole reason a parent keeps a Scout in Scouting. Parents should encourage their son to make advancement in Scouting his own personal goal rather than his parents' goal. Scouts, **not parents**, should make the routine telephone calls to Troop Leaders and Merit Badge Counselors concerning advancement, appointments and attendance. Part of the Scouting experience is for the Scouts to learn how to deal with adults.

**New Scouts:** Scouting has determined that if a boy reaches the First Class rank within the first 12 months after he has joined the Troop, he is likely to stay in Boy Scouting longer. The Scout will also benefit and enjoy his Scouting experience more if this objective is attained.

Advancement is achieved by a Scout's own initiative. Parents should encourage but not push a Scout to advance. Encourage by asking your Scout, 'Are you working on any rank requirements for the next troop meeting? Do you need any help?' Pushing would be 'You have only three requirements left for First Class, you should have those completed by next meeting. Did you sign up for that merit badge class? Well come on. Get it done.'

There are five areas of concentration that each Scout will work on towards his First Class Rank:

- Outdoor
- Physical Fitness
- Citizenship
- Patrol and Troop Participation
- Personal Development

Other requirements for advancement include a conference with the Scoutmaster and a Board of Review (see page 40). Young Scouts are frequently frightened at the prospect of these last two steps and need some support from home as well as the troop leadership to take the plunge. Generally, after their first exposure to these two requirements, they take subsequent conferences and boards in stride.

During the first year Scouts can achieve the rank of First Class if they actively participate in Troop activities. If they are not First Class by the time of attending summer camp, they can often achieve it during camp, if they conscientiously work at it.

The requirements for Tenderfoot, Second Class and First Class are set forth in the Boy Scout Handbook. The Assistant Scoutmaster for the First Year Program will schedule a portion of the Troop's activities around these requirements.

**Advancement during Troop Meetings:** Scouts are encouraged to complete advancement requirements during the troop meeting. A sign-up sheet is available on the table near the kitchen at each meeting for any Scouts wishing to complete a requirement.

It is the Scout's responsibility to sign-up at the start of each meeting to be tested on a given skill once he feels he has mastered that skill requirement. Assistant Scoutmasters and Youth Leaders are readily available at all troop meetings and activities to test Scouts and sign off the requirement in his handbook. Patrol Leaders and members of the "Leadership Patrol" (senior Scouts) can record achievements for Tenderfoot and Second Class. First Class requirements are tested and signed off only by the Assistant Scoutmasters. Troop policy prohibits a parent to sign-off a requirement for Tenderfoot, Second Class or First Class Advancement.

**Star, Life and Eagle:** After the rank of First Class the Scouts work on Merit Badges. Other requirements for advancement include tenure in rank (time interval at a given rank to acquire Scouting experience), leadership experience, service hours or project, a conference with the Scoutmaster and a Board of Review. A summary of the complete requirements for each rank can be found in the Boy Scout Handbook.

Parents can help their son get started on the right track by:

- Making sure your son has a Boy Scout Handbook with his name boldly marked on the outside and inside.
- Sitting down and reviewing the requirements of his next rank with him. Do not sign off the requirements, but help him learn them.

- **Encouraging your son to go on as many campouts and other troop activities as possible.** Hiking, camping and cooking need to be done on weekend campouts
- Encouragement also means he will need some camping equipment. This need not be acquired all at once; however, he will need a warm sleeping bag almost immediately.
- Making sure he attends summer camp (See “Summer Camping Program”, page 15). A large percentage of the troop advancement typically occurs during the weekly summer camp session. The program is well organized and the mixture of outdoor experience, personal achievement and learning offered at camp is unmatched elsewhere.
- Not using Scouting as a disciplinary measure or as a reward for getting good grades in school. Scouting is as much an educational program as school or work. If you feel you must restrict your son's participation, please discuss it with the Scoutmaster. The troop is a team effort, and if one of the key players is going to be missing, the troop leaders need some advance warning.
- By making sure that when the time comes for your son to advance to the next rank that he has made an appointment with the Scoutmaster (he should make the appointment, not you) and that he has studied and thought about the list of topics to be covered during the Board of Review (see page 40).
- Establishing a little momentum early on. If your son advances through the First Class Rank during the first year, he will generally gather momentum to carry him through Star and beyond. The sense of personal accomplishment tends to cultivate a desire for more. On the other hand, it is much more difficult to rekindle interest in advancement after a long period of inactivity.
- Once your son has advanced to First Class, he will have figured out the system and will be at ease in approaching the troop leaders for advice or counseling. From then on, periodic encouragement is really all that is necessary to keep him going all the way to Eagle.

**Merit Badges.** Troop 19 maintains a library of Merit Badge pamphlets and a list of Merit Badge Counselors for the Arrowhead District. Scouts should contact the Troop Librarian for assistance in this area. Families are encouraged to donate unneeded merit badge pamphlets to the Troop 19 library.

When a scout decides to pursue a merit badge he obtains a Blue Card from the Advancement Chairman, he then obtains the signature of the Scoutmaster or the Scoutmaster's appointed designee. These two steps must be completed before starting the merit badge. Thereafter, the Scout should contact the merit badge counselor to review the requirements and establish an approach for that specific merit badge. After this first meeting, the Scout should follow the program that has been determined for that badge and meet as appropriate with the counselor. Only Counselors registered with the Boy Scouts of America may approve merit badges.

**Becoming a Merit Badge Counselor.** If you would like to register as a merit badge counselor, the troop Advancement Chairman will provide you with the application form. The prerequisite is to have an expertise in the subject matter from either your vocation or hobby. Youth Protection guidelines (p. 56) must be followed in which a Scout is not alone with an adult. Scouts *must have another person with them at each meeting with the merit badge counselor.* This person can be another Scout, their parents or guardian, a brother or sister, a relative, or a friend. Being a merit badge counselor does not require a lot of time. The average counselor does not spend more than a few hours a year helping the boys. If you or someone you know could assist the troop as a counselor, please contact the Troop Advancement Chairman.

Parents/guardians that are registered as merit badge counselors shall serve as counselors for their son for no more than two merit badges per family. This policy is to prevent potential issues arising during the Eagle Scout Application Process with a parent signing off excessive merit badges for their son. Furthermore, troop policy does not allow a parent to sign-off a requirement for Tenderfoot, Second Class or First Class Advancement. The requirements for Tenderfoot, Second Class and First Class are signed off by the troop's Assistant Scoutmasters and approved Youth Leaders.

**Leadership Projects.** Leadership projects are an alternative to a leadership position for Scouts earning the Star and Life ranks. (It does not qualify for the rank of Eagle.) The specific requirement is "to carry out a Scoutmaster-assigned leadership project to help the troop."

The purpose of this alternative is to provide an opportunity to learn and practice leadership skills for a Scout who is active at Troop meetings and outings but does not have a standard leadership position. **The purpose of this provision is not to take the place of attendance at Troop meetings and outings.** The project must be meaningful and be the equivalent in time, energy, planning, organization and leading of Scouts to that required in the standard leadership roles.

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All leadership projects require the prior assignment and recommendation of the Scoutmaster. In addition, all leadership projects will be reviewed by the Troop Committee to ensure that they meet the standards set forth above, before any commitment is made **to the Scout**. It is our policy that a Scout may achieve only one rank (i.e. either Star or Life, but not both) through this method.

**Service Projects** A service project used for advancement shall be a service project not normally expected of a boy as part of his religious or school activities. The work may be done by the Scout alone, or with other Scouts, his patrol or troop. The service should not be part of a project the Scout is already doing outside of Scouting. The idea is to get the Scout to do things not normally expected of him as a troop member or as a member of his family. He should be reaching out in new ways to help others.

## **Youth Leadership Expectations**

October 26, 2007

Troop 19 Youth Leaders,

I am writing this letter to ensure that all of our youth leaders in Troop 19 have a clear understanding of my expectations regarding advancement toward the rank of Eagle. I want each of you to realize that as a youth leader, how you carry out your responsibilities to the troop is important for advancing in rank and for the troop to successfully continue delivering a high quality program. We are a large troop and at times giving individual attention to each Scout is difficult. Communicating my expectations in writing will eliminate the possibility for any misunderstanding.

I encourage each of you to work hard toward the Eagle rank. You and I are very fortunate in having the most capable and supportive troop committee and Assistant Scoutmasters in the District! You will not find a more dedicated group of volunteers willing to go the extra distance to help you and the troop, provided you make the same effort. However, there are a few key items regarding advancement that you need to keep in perspective.

First, it is not a requirement of the Boy Scouts of America or Troop 19 for you to become an Eagle Scout. The troop philosophy is that your leaders will help any of you who desire to achieve Scouting's highest rank. We will guide you through the process, give you moral support but in the end it is something that you complete. Don't expect others (including your parents) to do the work. This means you make the phone calls to merit badge counselors, talk to your leaders if you have questions on advancement, recruit Scouts and adults to help with your project, etc.

Second, once you have reached the rank of First Class, I do not expect to have to deal with any discipline measures. You have been in the troop long enough to know the routine. In fact, the example of good conduct should be set by you for the other Scouts to follow. If I can't rely on my youth leaders to set the example, we will be unable to continue delivering the high quality program Troop 19 is recognized for.

Third, although earning merit badges represent a significant part of the requirements for Star, Life and Eagle, they do not comprise the Eagle badge in and of themselves. I have noticed an increased emphasis by some Scouts in completing all the merit badges for a rank based on a misconception that

the leadership and Scout spirit requirements are taken for granted for completion. The leadership and Scout spirit requirements for the last three ranks are extremely important and I urge you to take note and not dismiss them lightly. In fact, they carry an equal if not higher weight than the merit badge requirements.

As you advance in rank from First Class to Star, Life and Eagle, my expectations increase at each rank. You are older, more mature and extra skilled as you progress through each rank. Naturally, I expect more from a Star Scout than a Second Class Scout.

Active participation for rank advancement is an element of the Scout spirit requirement. My expectation is that you will attend a vast majority of the troop meetings and activities while fulfilling the Scout spirit requirement. Troop 19 does not require attendance at every meeting or event, yet we do hold standards of participation (70%) for rank advancement. It is frustrating for a patrol or troop to plan and conduct an activity and have poor attendance. Scouting is a program that instills leadership skills and other life skills that are dependant upon youth leaders leading others in a patrol and troop environment. This requires a high level of commitment and it also enables the Scout to determine his involvement based on his advancement goals. If you intend to become an Eagle Scout, this will undoubtedly conflict from time to time with your other activities and interests.

I realize that all of us have other interests than Scouting. In fact, I am glad to see such a diverse group of talented and creative Scouts in our troop. It is not meant to be an easy challenge to reach the Eagle rank. To excel in sports, earn good grades and participate in school clubs also require a high level of commitment and effort. To make the all star team in soccer or baseball or be a starter for the high school team takes work. You are expected to be there for the practices and to continually refine your skills. You don't show up for the big game and expect to start. The same applies to getting good grades in school, participating in band, working to save money for college or earning a black belt in karate. It requires a focused dedication to reach a goal. To reach Eagle, also requires a focused dedication. At times you may need to reassess your commitment to Scouting and to Eagle and make a decision on whether or not to continue toward Eagle or be satisfied at a lesser rank and continue your other extra-curricular activities. You must determine what the right balance of activities is and how important becoming an Eagle Scout is to you.

In addition to the Scout spirit and participation requirement, you must assume an active leadership role. Simply showing up at troop meetings and helping out when asked is appreciated but it does not complete the requirements for leadership and Scout spirit. My expectation is that during your leadership

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term you discharge your duties effectively. The effort you make in preparing for troop meetings and events is just one measurement of your leadership effectiveness. Each meeting has a purpose and I expect you to take your responsibility seriously. Naturally, your attendance at meetings and events is expected. You can't lead if you are not there. If you are unclear on what your leadership duties are or want to contribute more, speak up.

I will not sign any Scoutmaster Conferences for Star, Life or Eagle unless a Scout clearly demonstrates this level of commitment for Scout spirit and leadership. I also expect each of you to complete the Youth Leadership Monthly Report for the first Tuesday of each month. If you have any concerns regarding advancement, leadership or anything for that matter, I encourage you to discuss them with me. Only you can decide if it is worth it to become an Eagle Scout. Some of you may realize it is worth it only when it is too late. I will support any Scout along the trail to Eagle provided that you make the commitment in Scout spirit and leadership. The Eagle rank is held in the highest esteem by colleges, employers, military and the general public. The award represents the highest honor that you can achieve in Scouting. In fact only four out of every one hundred Scouts in the US earn this award. We need to ensure that this high standard is maintained in our troop.

Yours in Scouting,

Greg Anthony

Scoutmaster

## **Board of Review**

The purpose of a Board of Review is to fix the Scout's experiences in his memory and to let the Scout express his understanding of each requirement in his own words. A Board of Review is meant to be a conversation with the Scout, not a reexamination of Scout skills or merit badges. It is an evaluation on how the Scout is benefiting from the troop's program.

Troop 19 runs the Boards of Review through the rank of Life while all Eagle Boards of Review are conducted at the district level. In an effort to close the loop on proper uniforms, troop forms, dues, and library books we review the status of each at the Board of Review. Scouts will be in full uniform for the Board of Review. All patches must be worn correctly as shown in the BSA Handbook.

Boards of Review are scheduled on the third Tuesday of each month and Scouts can sign up for them in the same manner as any advancement requirement. One week notice is required to schedule a Board of Review.

To prepare for a Board of Review the Scout should refer to the Scout Handbook and review the requirements in earning each rank. Attention to having a thorough understanding of Scout skills is important. Equal attention to the principles of the Scouting ideals, particularly Scout spirit is critical. The Scout must demonstrate that he has practiced these and not simply know what they mean.

First Class, Star, and Life candidates should show increasing familiarity with the requirements. In particular, they should be at ease with all aspects of first aid, map and compass, knots and lashing, camping and cooking and have in-depth awareness of flag protocol and citizenship as well as the history of Scouting. Leadership performance will be reviewed in accordance with the advancement policy in the Appendix.

A Board of Review can also be scheduled if a Scout's advancement or participation is in need of encouragement

## **Boy Scout Advancement Program**

The purpose of the Advancement Program in Scouting is to encourage a Scout to learn, to achieve and to mature. There are four steps to Boy Scout Advancement and they apply to all six ranks.

**Step 1-The Scout learns.** He learns Scouting skills by taking an active hands-on part in troop and patrol meetings and outdoor programs. The Troop Instructors, Patrol Leaders and Assistant Scoutmasters do skill teaching for the first three ranks. Scouts who are First Class or higher will be working on merit badges with merit badge counselors and outside experts.

**Step 2-He is tested.** When his leaders see that he has mastered a given skill and satisfied a given requirement, they tell him so and record his achievement. Boy Scout advancement is a program in which a Scout's progress is a natural outcome of his regular Scouting activities. When a leader recognizes that a Scout has mastered a certain skill and satisfied a given requirement, he will tell the Scout so and record his achievement. Scouts are encouraged to sign-up on a troop meeting night or campout to be tested in the requirements. Patrol Leaders and members of the "Leadership Patrol" (senior Scouts) can record achievements for Tenderfoot and Second Class. First Class requirements are tested and signed off by the Assistant Scoutmasters.

**Step 3 -He is reviewed.** When a Scout completes all requirements for a given rank, he appears before a board of review composed of members of the troop committee. The purpose is not to retest him, but to make sure he has met all of the requirements, to chat with him how he feels about Scouting, and of course to encourage him to keep advancing. The purpose is to make sure the Scout has met all requirements for the rank, learn how he feels he is doing in the troop and with Scouting. The session gives the Scout a chance to bring up any questions or problems and a chance for the board to talk about important matters as goals, Scout spirit, and personal growth and of course to congratulate him on his progress and urge him to keep going, or, if necessary, to frankly discuss with him his lack of progress, and try to help him get on track.

**Step 4 -He is recognized.** When the board of review has certified the Scout, he is awarded his new badge of rank as soon as possible, normally at the next troop meeting. He should be recognized again at the troop's next Court of Honor.

## **Guidelines To Pass Requirements**

### *Tenderfoot, Second Class and First Class Requirements*

- Test on one requirement at a time rather than taking a “final exam”.
- Scouts are tested individually within the rules of the buddy system and youth protection guidelines.
- Advancement is a process. Scouts will not learn skills and be tested for achievement during the same meeting or event. Knowledge retained over a period of time shall indicate sufficient learning has taken place. This time period varies based on the complexity of the requirement. For example, knot tying can be demonstrated a week after it was learned. However cooking or fire building skills may involve several campouts and attempts before the Scout can demonstrate proficiency.
- The language of the requirement determines the kind of testing. If it says; tell, describe or explain, words alone will suffice. If it says; show, demonstrate, or identify the Scout must do that. Telling is not enough. He must do that.
- The Assistant Scoutmasters are responsible to test the Scouts on most of the requirements for Tenderfoot, Second Class and First Class. On occasion a Patrol Leader or a youth leader may test the Scout for Tenderfoot and Second Class requirements with approval from the Scoutmaster.

# Conduct

## **Conduct and Discipline Policy**

Scouts should strive to uphold principles in the Scout Oath and Scout Law. It is realized that Scouting is a learning experience. Mistakes will be made and unacceptable behavior will manifest itself from time to time. Scouts should, as much as possible, be given the opportunity to learn from their errors.

Troop policy is not to insist on a rigid code of conduct, but to ensure a measure of orderliness and control that is necessary for: safety to troop members and others; assuring troop meeting goals are achieved; and creating a fun and learning experience for all participants. One-to-one activities between youth members and adults are not permitted; personal conferences must be conducted in plain view of others.

Scouts are expected to be responsive to directions given by patrol leaders and the senior patrol leader, backed up by the Scoutmaster or troop leader. Failure to join in planned activities and/or obstructive behavior will be addressed by the following successive measures:

1. A warning by the Patrol Leader or youth leader to the Scout for the first infraction.
2. A second warning issued by the Patrol Leader or youth leader for the second infraction. Issuance of a second warning will require the Scout have a 15-minute time out period away from the troop.
3. A third warning will result in the Scout reviewing his actions with the Scoutmaster. Parents will be expected to meet with the Scoutmaster to discuss the situation.

The Scoutmaster after consultation will decide an appropriate course of action that may include; temporary isolation from the rest of the troop or removal from the troop meeting by asking the boy's parents to take him home. Dangerous activity will not be tolerated, and will be stopped by the Scoutmaster or troop leader by any means necessary. It is the responsibility of the Scoutmaster to inform the boy and his parents of unacceptable behavior; discipline is the parents' responsibility. Parents and the leaders must work together to solve discipline problems.

Certain actions will be cause for a boy's immediate removal from a troop activity: willful law violation; actions immediately harmful to himself or others; threats to cause substantial damage to the environment. Parents will be notified, and may be asked to take the boy home. This will apply to outings as well as troop meetings. A Scout may be suspended or removed from the troop only with the Scoutmaster's recommendation and concurrence by the Troop Committee.

## **Troop Rules**

- ❖ Respect Others
- ❖ Obey the Scout Sign
- ❖ Do your best in following the Scout Oath and Law

### **TROOP MEETING RULES**

- ❖ Follow meeting agenda set forth by the Patrol Leader Council (PLC).
- ❖ BSA Uniform to be worn
- ❖ Bring Boy Scout Handbook to all Troop Meetings for updates and advancements.
- ❖ Disruptions will not be tolerated at any time during the meeting.
- ❖ Scouts will remain in meeting room unless a member of the PLC grants permission.
- ❖ Be polite to all present (verbally and otherwise).
- ❖ Cursing and name-calling will not be tolerated at any time.
- ❖ Keep your hands and feet to yourself at all times.
- ❖ Fighting will not be tolerated for any reason.

### **TROOP OUTINGS RULES**

- ❖ Every Scout must be current in troop dues to be eligible to attend the outing.
- ❖ Every Scout is expected to help set-up, maintain and tear down camp.
- ❖ Every Scout is expected to fulfill their assigned Patrol Duties.
- ❖ Every Scout is expected to participate in "scheduled" activities.
- ❖ Scouts will remain at campsite unless the Scoutmaster or Assistant Scoutmasters grants permission or other designated trained leaders.
- ❖ Scoutmaster or Assistant Scoutmasters are to be aware of the whereabouts of Scouts outside the camp area at all times.
- ❖ Stealing or damaging property will not be tolerated.
- ❖ No Scout or persons shall enter a tent without permission of the person assigned to that tent and an adult present at the time of entrance.
- ❖ Scouts, at no time, shall PLAY with the fire.
- ❖ Disruptions will not be tolerated at any time during a structured activity.
- ❖ Be polite to all present (verbally and otherwise).
- ❖ Cursing and name-calling will not be tolerated at any time.
- ❖ Keep your hands and feet to yourself at all times.
- ❖ Fighting will not be tolerated for any reason.
- ❖ Scouts are expected to observe quiet time.
- ❖ All Scouts will adhere to the Outdoor Code.

## **Uniform And Uniform Policy**

### **UNIFORM POLICY**

The uniform makes the Boy Scout troop visible as a force for good and creates a positive youth image in the community. Boy Scouting is an action program, and wearing the uniform is an action that shows each Boy Scout's commitment to the aims and purposes of Scouting. The uniform gives the Boy Scout identity in a world brotherhood of youth that believe in the same ideals. The uniform is practical attire for Boy Scout activities and provides a way for Boy Scouts to wear the badges that show what they have accomplished.

- 1. Troop Meetings:** The complete Field Uniform (Class A) Uniform is the only acceptable uniform for weekly troop meetings. After a Scout has been given reasonable time to acquire a uniform, and fails to do so will have his patrol leader bring the matter up to the Senior Patrol Leader. Initially the Scout will not be allowed to participate in the troop wide fun game for improper uniforming. Scouts who persist to be in improper uniform will not be admitted to the troop meeting and, if necessary, will be sent home.
- 2. Outings:** Scouts may be expected to wear uniforms on Troop 19 outings. If the uniform is to be worn for departure for an outing or to be brought along for the outing it will be listed on the permission slip.
- 3. Other Activities:** Scouts should be in full uniform at the following activities:

- Troop Meetings
- Boards of Review
- Courts of Honor
- Scout Sunday
- Camporees
- Summer Camp (evening meals and formal activities)
- Color Guard in Flag Ceremony
- Other activities as specified by Scoutmaster

**We strongly suggest that all articles of clothing be labeled with a Scout's name and "Troop 19."**

## **Troop 19 “Field Uniform (Class A) Uniform**

Refer to the Scout Handbook’s inside cover for actual placement instructions.

Short or long sleeve Boy Scout shirt with:

- Green shoulder loops affixed to epaulets
- American flag on right shoulder
- Patrol medallion on right shoulder
- Quality Unit Award on right shoulder
- Daniel Webster Council patch on left shoulder snug to seam
- Troop 19 numeral on left shoulder snug to council patch
- Troop badge of office on left shoulder snug to troop numeral
- Den Chief Cord (if earned) is worn over the left shoulder and under epaulet
- Scout rank ("Scout" badge for new Scouts) on left pocket
- Arrow of Light Award (if earned) below rank badge
- World Crest (round purple and white patch) above left pocket
- Optional activity patch on right pocket

Boy Scout pants

Boy Scout belt

Troop 19 Hat (no other hat is permitted when in uniform)

The Summer Uniform consists of the Scout shorts and Scout socks (no exceptions) along with the Scout shirt, belt, and troop hat. The red activity shirt can be worn with the summer uniform when announced by the Scoutmaster. The summer uniform is not required but many Scouts choose to have this for summer camp.

The troop has a troop T-shirt available to all troop members and this is considered part of the Activity Uniform (Class B Uniform) along with Scout pants/shorts, belt and troop hat. On occasion the PLC will notify the Scouts that the Class B uniform can be worn at certain activities.

The troop maintains a supply of recycled uniforms that the Scouts have outgrown. They are available to everyone. Donations of outgrown uniforms are welcome.

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Scout uniforms can be purchased at Camp Carpenter's Manchester Scout Shop in person or via the telephone:

**Manchester Scout Shop**

Effective 2/1/2010 (call ahead to confirm)

Mon.-Fri., 9:30 AM to 6 PM

Saturday, 9:30 AM to 3PM

Sunday, Closed

Summer Hours (During Resident Camp Only)

Monday, Tuesday, Wednesday and Friday

9:30am – 6:00pm

Thursday 9:30am -7:30pm

Saturday 9:30am – 3:00pm

Sunday 11:00am – 5:00pm

300 Blondin Road  
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## **Attendance Policy**

Troop 19's attendance policy has evolved around certain objectives of Scouting. First, and most important, Scouting should be fun to the boy. If it isn't fun for him, let him do something else. Second, Scouting uses the patrol system and focuses its activities around outdoor challenges. A patrol is as important, as complicated and requires as much loyalty as any other team. Finally, Scouting is unique in offering young men the opportunity to learn and practice leadership in this challenging outdoor environment.

### **Our ultimate objective for Troop 19 is for the Scouts to run the Troop.**

We would like nothing better than to have the Scouts plan their outings, meetings, and Patrol Leader Councils with only the slightest direction from the Scoutmasters. Scouts should be able to discipline themselves, create a fun-filled healthy environment, and become good citizens by being good leaders and followers.

Troop 19's policy on attendance can best be described as one of reasonable expectations. On the one hand, we understand and accept the fact that our youth will have competing demands on their time. School work, organized sports, formal family commitments and commitments to church or synagogue are important in the overall objective of developing our youth. We have not wanted to get into evaluating reasons for missing an activity or meeting, whether it is a commitment to athletics, to a homecoming dance, to a family reunion, or to "it's not in my lifestyle."

On the other hand, our meetings are focused on learning skills and planning for outings--if the Scout is not going he loses interest, becomes a disruptive bystander and the meetings suffer. Additionally, if the leader does not go, his friends in the patrol frequently do not go. If the older Scouts in a patrol do not go, the younger ones are left in mid-air or they do not go. If the majority of Scouts in each patrol do not attend, the patrol system will be ineffective. If the older Scouts do not actively participate in the meetings and on the outings, there is no way the **Scouts can run their own troop!**

In discussions, the Troop Committee has decided to set forth its expectations on attendance for Youth Leaders and the Troop as a whole. Fundamentally, it is the expectation of the Troop Committee that all **Scouts will attend all Troop outings and activities unless they have a conflict with school, athletic, religious or formal family obligations.** We hope the parents and Scouts, in understanding our objectives and the importance of the whole group participating, will make every effort to attend Troop outings and activities. The quality of Troop 19's programs will be directly proportional to the active participation of its members.

**Required activities:** With respect to "Required Activities" we note the Troop has designated very few; namely, Wreath Sales, Scout Sunday and the District Klondike Derby. If an absence from any Required Activity is absolutely necessary, the Scout should call the Scoutmaster in **advance**. See page 51.

**Summary:** We recognize this policy still leaves Troop 19 somewhere in the middle. It positions us behind school, athletic, religious and formal family obligations but somewhere ahead of "nothing else to do" or "I'm tired, can I just stay home". However, the policy hopefully establishes a climate where attending meetings, **activities and outings are the expectation of Troop members** and not the unguided option.

Basically, the expectation is that unless you have a formal conflict (such as a school or church obligation), you will be at the Troop activity.

**Attendance Requirements for Leadership Positions:** For the ranks of Star, Life, and Eagle, there is a leadership requirement that is, in part, to "serve actively for a period" of x months in one or more of a defined list of leadership positions. At Troop 19, we have defined active as attending during each month the major activity for that month--and not earning credit for any month if that activity is missed. Under unusual circumstances a Scout who has missed a required activity may petition the committee for an exception to the rule. (Note: Den Chiefs are required to attend Troop activities to fulfill the "be active in your troop and patrol" requirement). Under this policy, candidates for youth leadership positions are asked to commit in advance to attending the scheduled activities. If a Patrol Leader can not make an outing we will endeavor to have the Assistant Patrol Leader take charge and give the Assistant Patrol Leader the leadership credit for that month. During the summer months leadership credit is earned only for those positions that are "active" during a given month.

**Attendance for advancement in rank:** Advancement in rank generally requires that a Scout be active in his troop. It is Troop 19's policy that a Scout attends at least 70% of the troop activities and all of the required activities for the specified time period specified in the Boy Scout Handbook.

## **Required Activities**

**As mentioned in the section “Attendance Policy”, p. 49, it is understood that there are other things that compete for a Scout’s time. But there are certain activities during the year, which Scouts are required to attend as members of Troop 19.**

**These required activities are:**

### **Wreath Sales Scout Sunday District Klondike Derby**

- **WREATH SALES** – Equipment and programs receive major funding from the Wreath Sales effort, described on page 26. Mark these two dates on your calendar:
  1. First Sunday afternoon in November
  2. Friday after Thanksgiving
- **SCOUT SUNDAY** - Held either on the first or second Sunday in February. The troop is invited by the Pilgrim Congregational Church to participate in, and help lead, the Sunday service. This is one of the major ways in which we can communicate with the church congregation to thank them for their continued sponsorship and support of the troop. The service is planned as an ecumenical service (that is, inclusive of, and honoring of, all faiths). If a Scout nevertheless feels that he must attend religious services of his own faith, he should inform the Scoutmaster in advance of Scout Sunday.
- **KLONDIKE DERBY** - Held in February. All troops in the Arrowhead District compete by patrols on a variety of Scout skills. The Scouts pull their Klondike sled along a course and are tested on first aid, knots and lashings, compass, ice rescue, shelter building, nature, and fire building. This is the culmination of troop meeting preparation for the previous three months. The patrols can only succeed at this event with the full participation of their patrol members. It is a lot of effort to pull the sled along the course.

These activities are the few times that the Troop Committee has specified that Scouts must attend as a requirement of continued membership in Troop 19. **Scouts who cannot attend are asked to call the Scoutmaster in advance to discuss their reasons.** Required events are important to the morale and operation of the Troop. If you want to be on a winning team you need to commit to attend the championship games, the trophy ceremonies and help

fulfill the organizations' obligations. It is not the troop's policy to suspend Scouts for failure to participate in the aforementioned activities. However, Scout spirit and active participation are part of the rank requirements from Tenderfoot to Eagle. During the Scoutmaster Conference, the Scoutmaster and Scout review the participation level and determine if he has met expectations.

### **Participation Award Activity**

Scouts that have attended the Troop 19 required events (Wreath Sales, District Klondike Derby and Scout Sunday) and have met the troop's guidelines for a minimum of 70% attendance at troop meetings and 70% (rounded up from 65%) for outings will be invited to participate in a special award activity each year.

The Scouts will vote among the following activity choices:

Wilderness canoeing on Lake Umbagog This will include camping on an island, moose and eagle viewing, canoeing and fishing at this National Wildlife Refuge in northern New Hampshire

Bicycling trip on Nantucket Island or Martha's Vineyard Island This will include a ferry ride to the island, cycling on bike paths, ocean fishing and swimming

Multi-trip of biking and sea kayaking in Acadia National Park This will include biking on the Carriage Roads in Acadia, sea kayaking, swimming, fishing and sightseeing

White water rafting in Maine

\_\_\_\_\_ Other trip decided by the Scouts

### **FAQ**

When is this effective?

*September 1 – May 31 of each Scouting year is the baseline to track attendance.*

When is the award activity planned?

*Typically in late June*

What is the cost for the activity?

*The total cost of the trip will be \$50-\$100 per person. The troop will subsidize 50% of the cost (we have done this before for Acadia and Nantucket)*

## Troop 19 Family Guidebook

My son joined the troop after the Wreath Sales, is he still eligible?

*No. He will be eligible for the following year. This award program is to recognize consistency throughout a calendar year of the troop's program. Secondly the nature of these events may require some seasoned outdoor skills. Thirdly, the troop will be subsidizing 50% of the cost of this activity from funds derived from the Wreath Sales. Scouts that register with the Troop after the award trip and prior to the Wreath Fundraiser are eligible.*

How is participation tracked?

*Attendance sign-in sheets at the troop meeting are the responsibility of each Scout to sign-in each week. To earn credit for a troop meeting, a Scout must attend at least most of the meeting. Outing attendance is managed by the Adult Outing Coordinator for the event and the Scoutmaster. Partial credit can be earned based on how long the Scout attended and participated during the outing.*

Is credit given for an excused absence?

*If a Scout misses a **required** activity because of a serious illness, participation in another Scouting activity or a church or religious activity, he will be treated as though he was present for the troop activity. The Scout must notify the Scoutmaster in advance. Other unique situations that may arise must be discussed with the Scoutmaster in advance. No credit is given for non-required troop activities or meetings.*

What are the required activities?

1. Wreath Sales and Assembly (minimum of 20 wreaths sold)
2. District Klondike Derby
3. Scout Sunday

What activities are weighted for percentage credit?

*Activities will vary each year and will be published with the annual troop calendar. Below is a representative sample from a prior year.*

*Sept 25-27 – Scout City Campout/Camp Carpenter*

*Oct 16-18 – Wilderness Survival Campout/ Camp Whip-o-will*

*Nov 15-17 – Turkey Campout/Camp Carpenter*

*Dec 12 – Practice Klondike/Camp Carpenter*

*Jan 8-10 – Polar Bear Campout/Storer Scout Reservation*

## *Troop 19 Family Guidebook*

*Mar 26-27 – YMCA Lock-in/Merrimack*

*Apr 11 – Eagle Scout Service Project/Elm Street Middle School*

*Apr 16-18 – Show and Do Campout*

*May 1 – Geocache Event for BSA Anniversary Celebration*

*May 8 – Troop Service Project/Pilgrim Church*

*May 14-16 – Troop Campout*

*TBD – Any other Eagle Scout Service Projects prior to May 31st*

*Why aren't some of the other troop activities weighted for percentage credit?*

*Some activities have restricted attendance, high cost, or limited interest (youth leader retreat, Order of the Arrow, snow shoe trek, and ski trip). The June 18-20<sup>th</sup> campout is not counted because of planning constraints given the award trip is the following weekend. Required activities are not weighted because Scouts are expected to attend.*

## **Health and Safety**

Troop policies for health and safety are based in The Guide to Safe Scouting. The troop has a copy in the library for your review. The guide includes information on adult leadership, water safety, camping, substance abuse, emergency preparedness, first aid, fuels and fire prevention, guns and firearms, hazardous sports and activities, inspections, medical information, special precautions, transportation, winter activities, and youth protection and child abuse.

All injuries, including burns, cuts and scrapes--no matter how small--must be reported to the Scoutmaster in charge.

**Medical Forms:** The troop keeps a copy of the medical information based on the application you filled out when your son joined the troop. Additionally, the permission slips for each activity request current medical information and authorization for treatment. The Scoutmaster keeps a copy for each Scout so prompt medical attention can be obtained for a Scout in an emergency. No Scout will be allowed on an outing without a permission slip.

**Special Needs:** The Scoutmaster should be notified in writing if a Scout has special medical needs, allergies, or medicines. Please do not just put this kind information on the consent form. If a condition is potentially life threatening, please make a copy and hand it personally to the Scoutmaster. If in doubt, please ask.

## **Youth Protection**

Extensive guidelines for Youth Protection may be found in the Guide to Safe Scouting at <http://www.Scouting.org/>. Here is a brief extract from that site:

- Two-deep leadership. Two registered adult leaders or one registered leader and a parent of a participant, one of whom must be 21 years of age or older, are required on all trips and outings.
- No one-on-one contact. One-on-one contact between adults and youth members is not permitted. In situations that require personal conferences, such as a Scoutmaster's conference, the meeting is to be conducted in view of other adults and youths.
- Respect of privacy. Adult leaders must respect the privacy of youth members in situations such as changing clothes and taking showers at camp.
- Separate accommodations. When camping, no youth is permitted to sleep in the tent of an adult other than his own parent or guardian.
- Proper preparation for high-adventure activities. Activities with elements of risk should never be undertaken without proper preparation, equipment, clothing, supervision, and safety measures.
- No secret organizations. The Boy Scouts of America does not recognize any secret organizations as part of its program. All aspects of the Scouting program are open to observation by parents and leaders.
- Appropriate attire. Proper clothing for activities is required.
- Constructive discipline. Discipline used in Scouting should be constructive and reflect Scouting's values. Corporal punishment is never permitted.
- Hazing prohibited. Physical hazing and initiations are prohibited and may not be included as part of any Scouting activity.
- Youth leader training and supervision. Adult leaders must monitor and guide the leadership techniques used by youth leaders and ensure that BSA policies are followed

# Adults on Outings

## **Welcome! ... and Please Give the Scouts Some Space**

- Welcome to the Troop 19 outdoors program. We are glad to have you. If you haven't camped for a while, or you're not sure whether you want to join us, please be sure to read "Frequently Asked Questions on Camping with Troop 19", page 60.
- Remember Scouting is for Boys--let them do the work, plan the trip, cook the meals, etc. Work as much as possible through the youth leadership. If you take the lead, they will never learn how to do it themselves. It's OK if they don't do it the "right way" or "your way"--they will often learn more by doing it their way. Thus, we try to do everything possible through the youth leaders--but stand ready to support them when necessary.
- Give the Scouts some space. If you are in the middle of everything, you have to deal with everything. It is better to keep your distance and deal only with those issues you wish.
- We emphasize the patrol system. The troop is too large to camp, hike, etc., as one large unit. Also the patrol system is fundamental to Scouting. Thus, all activities are planned around patrols and each patrol should have its own campsite--slightly apart from the others. (But not so far apart that the Scoutmasters cannot keep track of them.)
- Do not smoke in the presence of Scouts.
- Alcohol is never allowed at a Scouting event.
- Dads, Moms and Legal guardians are encouraged to camp with the troop.
- Normally, you will camp with the other adults, in the "adult patrol". In an emergency (e.g. a tent has been damaged or lost); an adult may share a tent with his or her own son. An adult may never sleep in a tent with any Scout except his or her own son.

## **Safety on Outings**

If you believe that you see an item of clear, immediate danger – such as a Scout misusing an ax, saw, or knife - then by all means speak up immediately.

But for lesser risks, please recall that Troop 19 activities are designed to provide new experiences and challenges to Scouts.

- While safety is always a prime objective, our activities by their very nature involve a certain element of risk.
- We want the boys to learn and teach safe procedures themselves. For example, if you think that a safer location could be chosen for the campfire, look for a youth leader – the Senior Patrol Leader, a Patrol Leader, or just pick a tall one. Ask him, “What do you notice about that proposed campfire location? How could the location be improved before they light it?”
- If you are in doubt, please check it out with the Scoutmaster, or with the designated responsible Assistant Scoutmaster for that trip. They have experience in Scouting activities in the outdoors, and know what standards are appropriate for a large number of boys in the context of Scouting.
- “Follow the lead” from the Scoutmasters as to whether a proposed activity is safe and within the guidelines of Scouting.

Set a good example. Parents who either do not know or do not follow the practices of safe Scouting undermine the Scoutmasters’ authority very quickly. Some Scouts are very quick to do as adults do, not as they say. When in doubt, please ask.

Troop policies for health and safety are based in The Guide to Safe Scouting. The troop has a copy in the library for your review. The guide includes information on adult leadership, water safety, camping, substance abuse, emergency preparedness, first aid, fuels and fire prevention, guns and firearms, hazardous sports and activities, inspections, medical information, special precautions, transportation, winter activities, and youth protection and child abuse.

## **Frequently Asked Questions on Camping with Troop 19**

by Sue Beals

Having just returned from another fun Troop 19 campout, I got to thinking about why more people don't volunteer for an opportunity to spend the weekend with their son and experience the Scouting experience first hand. Which then got me to thinking even more that maybe it's because the parents don't know what to expect or have questions about it and don't know whom to ask? With so many new Scouts joining this year, I'd thought I'd put together a short list of FAQ's - or Frequently Asked Questions - that might give people considering volunteering some assistance. If after reading these responses you still have questions about a Scout campout, feel free to give me a call. If I don't know the answer, I'll find someone who does.

Hope to see you some weekend soon!

### **1. I've never camped before and would not know what to pack.**

A. Don't worry, for every campout an equipment list is distributed with the permission slip. All you need to do is follow the list. Also, during the past few weeks the Scouts have been reviewing packing a pack and basic camping skills. Your Scout can assist you with what to bring and more importantly, "what to leave at home"!

### **2. I don't own a sleeping bag, tent, etc., etc., etc.**

A. There are many people in the troop who would lend you a sleeping bag for the weekend, as well as the all important (at least for us "older campers") sleeping pad - (trust me, it makes all the difference in the world!). The troop can supply a tent for you.

### **3. What will I eat?**

A. The Scouts always cook by patrols. They are responsible for their own meal planning, food shopping, and cooking. Likewise, the adult leaders shop and cook their own food. Sometimes it's the same menu as the Scouts, other times it is very different.

### **4. I can only cook with a microwave!**

A. Sorry, the microwaves have to be left at home. To "leave no trace" on the environment, the Scouts most always cook with either propane gas two-burner camp stoves; or on backpacking trips, fueled backpacking stoves. Cooking kits are provided by the troop as are cooking utensils.

### **5. Who will cook?**

A. There is always an experienced leader along who can show you the ropes of outdoor cooking. You will not starve and whatever food is cooked will

taste like you're in a five star restaurant! If you still are uncomfortable cooking, you can always volunteer for cleanup detail!

**6. I haven't camped/backpacked since I was in high school/college and that was so long ago I wouldn't remember how.**

A. It was twenty-five years between backpacking trips for me. I can attest first hand that it is "like riding a bike" and you don't forget. After the first hour on the trail or the first day in camp you catch on fast. You will be surprised at the positive advances in the equipment since your last trip. Everything seems to be lighter or more efficiently made.

**7. My son never tells me when the trips are until he is walking out the door and never asks me to chaperone.**

A. In my experience this is a common occurrence among teenagers. Here are a couple of suggestions for you to find out the information ahead of time and determine which event you might want to chaperone.

1. Attend the last twenty minutes of any Tuesday night Scout meeting. Important announcements are made at this time and up-coming activities are discussed.
2. Attend a troop committee meeting. They are open to all the first Monday of the month at the church
3. Obtain a troop calendar of events. If you do not have access to the troop 19 web site, ask one of the Scout leaders for a copy. The updates throughout the year are posted on the web site and handed out at the parents meetings held during the year.

As for "my son doesn't want me to go" statement - "Don't Believe It!" Look at the weekend as quality bonding time with your teenager. No phones, Nintendo, computers, radios, CD's, or television, makes for some great conversations. You will be surprised at the diversity of subjects discussed in one weekend. You will also learn a very important lesson for yourself. Teenagers are very similar, and yours is more similar than he is different. They all almost always give you a blank stare when asking them a question, and they automatically answer "what" when they actually do hear you! The best thing you will learn from your son after one weekend is what a great kid he really is and he really did appreciate you being there!|

Now some questions for the mothers or women volunteers in the troop.

**8. Camping is such a "guy thing" especially with a Boy Scout troop. I will be out of place on a camping trip with the boys and the male leaders.**

A. I will admit there could be, and are, some awkward moments, but Scouting is about providing opportunities and determining solutions. I would much rather show the Scouts that women can be as an effective role model in the back woods as they can be in the kitchen, home, or office. It is great to show the Scouts first hand that a woman can put up a tent, start a fire, hike ten miles, or tie a square knot.

**9. "But I'll get stuck doing all the cooking or cleaning up and I can stay home and do that!"**

A. You won't get stuck with all the cooking or cleaning. The patrol method (even the adult "patrol") relies on teamwork. The job is not done until it's done, no matter who does it. The goal is to work together for the good of all.

"For the ladies only"

The best thing about accompanying the boy Scouts on a camping trip - "No lines in the ladies room!" This past trip, I never once had to wait for a toilet or the shower at the campground. Oh, the little things in life that can give us pleasure!

**10. OK, you convinced me I might want to give this a try, how do I get started?**

A. GREAT WELCOME!!

Here are some things to get you started:

1. Come to the parent's night in October and get a copy of the calendar of events for the year.
2. Determine which of these events might fit into your busy schedule. You might want to start with one overnight to "get your feet wet". Oops! Wrong cliché - it never rains on a Scout camping trip!
3. Let Greg Anthony know you're interested in chaperoning the event. He can put you in touch with the adult coordinator for the event who can then provide you with more details.
4. Determine what equipment you'll need. The best way to find out if you can borrow someone's equipment would be to email the troop19 distribution list and ask for the equipment you'll need to borrow.

Finally, once you're there-

Relax and Have Fun! Enjoy the outdoors and the conversations. You'll come home with a better appreciation of the Scout program, the outdoors, and best of all, some special memories of you and your son sharing an experience that can never be duplicated.

Good Luck and Happy Camping!

Susan

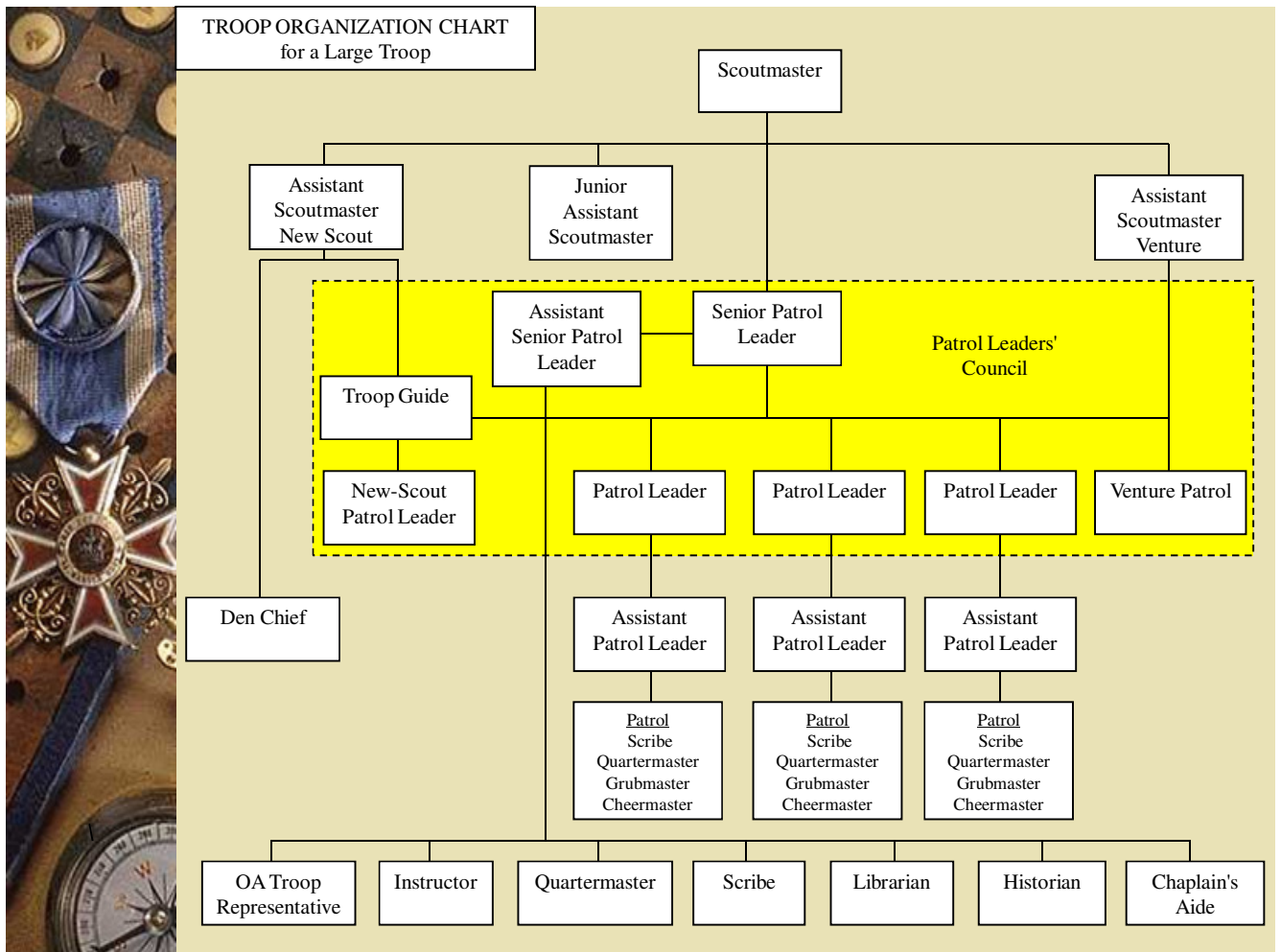


# Job Descriptions

## Troop and Patrol Organization

Youth leadership positions at Troop 19 are not allocated based on individual rank advancement needs. It is a privilege that is earned by the Scout's contribution to the success of his patrol and troop. A Scout applies for a leadership position by completing the troop's "Youth Leadership Application Form". The "Youth Leadership Application Form" emphasizes a future commitment that the youth leader candidate is willing to embrace. The application is reviewed by the Scoutmaster and Patrol Leaders Council and a recommendation to approve or decline is made.

The chart below describes how the various positions of responsibility work together.



## *Troop 19 Family Guidebook*

All Youth Leaders are expected to:

- Set a good example
- Wear the uniform correctly
- Live by the Scout Oath and Law
- Maintain at least a 70% level of participation on troop outings and meetings
- Earn advancement
- Complete Troop 19's Troop Leadership Training (TLT) Program

In addition each respective Youth Leader has the following specific duties:

### **Junior Assistant Scoutmaster**

- Function as an Assistant Scoutmaster
- Accomplish any duties assigned by the Scoutmaster

### **Senior Patrol Leader**

- Preside at all troop meetings, events, activities, and annual program planning conference
- Maintain the spirit of the troop and encourage Scout enthusiasm and active participation for all activities
- Chair the Patrol Leaders' Council
- Coach Patrol Leaders on their duties
- Name appointed boy leaders with the advice and consent of the Scoutmaster
- Assign duties and responsibilities to other leaders
- Assist the Scoutmaster in training youth leaders
- Must have been a Patrol Leader or Assistant Senior Patrol Leader

### **Assistant Senior Patrol Leader**

- Responsible for training and giving direct leadership to the following appointed youth leaders: scribe, librarian, troop historian, instructor, quartermaster, and chaplain aide
- Help with leading meetings and activities as called upon by the Senior Patrol Leader.
- Take over troop leadership in the absence of the Senior Patrol Leader
- Perform tasks assigned by the Senior Patrol Leader such as the Troop Point System, Uniform Inspections and Patrol Challenge Contests).
- Function as a member of the Patrol Leaders' Council
- Support the Senior Patrol Leader

### **Venture Crew Chief**

- Develop an active program for the Venture Crew
- Provide leadership to a selected crew high-adventure activity

## *Troop 19 Family Guidebook*

- Keep crew members informed
- Represent the crew at all Patrol Leader Council meetings
- Encourage crew members to take part in all troop activities
- Locate and secure resources necessary for crew's activities
- Develop crew spirit
- Work with troop leaders to make the troop run well

### **Troop Treasurer**

- Record attendance at each troop meeting, outing and activity
- Record dues at each troop meeting
- Distribute activity beads based on attendance at outings
- Maintain and distribute notepads and pencils at meeting
- Attend and keep a log of Patrol Leaders' Council meetings
- Maintain bulletin board
- Work with the Troop Treasurer (Committee Member)
- Appoint an Assistant to collect dues and record attendance in his absence

### **Troop Scribe**

- Gathers information from patrol scribes for the troop newsletter
- Works with patrol scribes to publish monthly newsletter

### **Troop Quartermaster**

- Keep records of patrol and troop equipment
- Keep equipment in good repair
- Issue equipment and see that it is returned in good order
- Suggest new or replacement items
- Work with the troop committee member responsible for equipment

### **Troop Historian**

- Gather pictures and facts about past activities and submit with a report to the Troop Webmaster for posting.
- Take care of troop trophies, awards and keepsakes
- Keep information about troop alumni
- Prepare slide show for Parent Night presentation
- Assist with troop public relations

### **Troop Librarian**

- Establish and maintain a troop library
- Maintain library of merit badge pamphlets
- Maintain list of Merit Badge Counselors
- Maintain library of audio visual material

## *Troop 19 Family Guidebook*

- Keep records on literature owned by the troop
- Add new or replacement items needed
- Have literature available for borrowing at troop meetings
- Keep system to check literature in and out
- Follow up on late returns

### **Instructor**

- Instruct Scouting skills as needed within the troop or patrols
- Prepare well in advance for each teaching assignment
- Assist with advancement and learning
- Help Scouts with problems

### **Bugler**

- Keeps track of schedules
- Set time at outings
- Play bugle for reveille and taps

### **Troop Guide or Patrol Counselor**

- Help Scouts meet advancement requirements through First Class
- Advise patrol leader on his duties and his responsibilities at Patrol Leaders' Council meetings
- Attend Patrol Leaders' Council meetings with the new Scout
- Patrol Leader
- Prevent harassment of new Scouts by older Scouts
- Help Assistant Scoutmaster train new patrol leader when he takes office
- Guide new Scouts through early troop experiences to help them become comfortable in the troop and the outdoors

### **Den Chief**

- Serve as the activities assistant at den meetings
- Meet regularly with the Den Leader to review the den and pack meeting plans
- If serving as a Webelos Den Chief, prepare the boys to join Boy Scouting
- Project a positive image of Boy Scouting
- Assist the Den Leader

### **Chaplain Aide**

- Assist Chaplain or religious coordinator in meeting the religious needs of troop members while on activities
- Tell members of the religious emblem program of their faith

**Order of the Arrow Representative**

- Communicate to the troop OA membership information from the lodge and chapter
- Represent the troop at OA meetings and events

## **Patrol Organization**

All Youth Leaders are expected to:

- **Set a good example**
- **Wear the uniform correctly**
- **Live by the Scout Oath and Law**
- **Attend all Troop functions**
- **Earn advancement**
- **Complete Troop 19's Youth Leader Training Program**

In addition each respective leader has the following specific duties:

### **Patrol Leader**

- Plan and lead two patrol meetings or patrol activities each month
- Keep patrol members informed
- Assign each patrol member a job and help them succeed
- Display your patrol flag at meetings and activities
- Represent the patrol at the monthly Patrol Leader Council meeting and at the annual program planning conference
- Prepare the patrol to take part in all troop activities
- Develop patrol spirit and control
- Work with other troop leaders to make the troop run well
- Know what patrol members and other leaders can do
- Support advancement for the patrol
- Coordinate patrol outings
- Keep track of all patrol members on outings
- Strive to earn the BSA National Honor Patrol Award
- Strive to earn the Troop Honor Patrol Point System

### **Assistant Patrol Leader**

- Assist the patrol leader in:
  - -planning and leading patrol meetings and activities
  - -keeping patrol members informed
  - -preparing the patrol to take part in all troop activities
- Take charge of the patrol in the absence of the patrol leader
- Represent the patrol at the Patrol Leader Council meetings in the absence of the patrol leader
- Help develop patrol spirit
- Work with other troop leaders to make the troop run well

### **Patrol Treasurer**

- Reports attendance and dues to troop scribe

### **Patrol Scribe**

- Provides patrol information to the Troop Scribe for publication

### **Patrol Quartermaster**

- Maintain and inventory patrol equipment
- Keep equipment in good repair
- Issue equipment and see that it is returned in good order
- Suggest new or replacement items
- Maintain patrol flag

### **Patrol Grubmaster**

- Rotating assignment
- Purchases food based on patrol planned menu for a campout
- Organizes food in cooler and storage container for patrol use
- Provides accounting of money spent to Patrol

## **Troop Adult Leadership**

### **Scoutmaster**

- Conduct all activities under qualified leadership, safe conditions, and the policies of the chartered organization and the Boy Scouts of America
- Train and guide boy leaders to run their troop
- Work through and with responsible adults to bring Scouting to boys
- Help boys to grow by encouraging them to learn for themselves
- Guide boys in planning the troop program
- Help the troop committee recruit Assistant Scoutmasters
- Conduct Scoutmaster conferences

### **Assistant Scoutmaster**

#### *All Assistant Scoutmasters:*

- Assist the Scoutmaster in the weekly meetings.
- Work with the youth leaders in administering troop operations
- Assist with the troop's participation in council and district activities
- Provide guidance and leadership for troop and patrol activities
- Advise troop leadership on special tasks
- Attend training courses
- Perform individual rank advancement requirement sign-offs

Perform *special functions such as:*

### **Troop Meeting Scoutmaster**

- Take responsibility for planning Troop Meetings with the Patrol Leaders' Council
- Support the Senior Patrol Leader in obtaining materials for the meeting.
- Support the Senior Patrol Leader in running the meeting.

### **Life to Eagle Advancement**

- Help Scout advance to the Eagle Rank
- Meet periodically with Eagle candidate and their parents to inform them of requirements and monitor progress
- Coach in the Eagle Scout service project selection and implementation

### **Membership/Webelos Den Resource Person**

- Work with Webelos Den Leaders of dens related to Troop 19
- Coordinate joint Webelos den-troop activities.
- Assist in training and coaching of den chiefs.
- Arrange for proper welcome of Webelos graduating into troop

## *Troop 19 Family Guidebook*

- Coordinate orientation for parents of new members.
- Serve as liaison with pack committees in orderly transition of Webelos to Scouts

### **Troop Meeting Advancement Coordinator**

- Facilitate advancement sign off at troop meetings
- Coordinate with the various merit badge counselors to provide courses and resources where needed
- Provide list of merit badge counselors and application cards to Scouts
- Work closely with the Advancement Chairman to arrange Boards of Review
- Advise Scoutmaster of areas for additional emphasis and training so Troop 19 Scouts are well prepared for each rank

### **First Year Program**

- Supervise the program for First Year Scouts
- Work with Scoutmaster in scheduling advancement activities for First Year Scouts at troop meetings and on outings
- Coordinate the scheduling of First Year Orientation Campout in the spring of each year
- Supervise the activities of the Troop Guides
- Maintain records for advancement in the First Year Program
- Coordinate with Advancement Committee Member to obtain badges and certificates.

## **Troop Committees**

### **Committee Chairperson**

- Key person in the operation of the troop committee.
- Call, notify, organize and preside at monthly committee meeting
- Work closely with Scoutmaster in preparation of agenda for troop committee meeting
- Organize the committee to see that all functions are delegated, coordinated, and completed.
- Maintain a close relationship with the Chartered Unit Representative
- Ensure troop representation at monthly roundtable
- Secure topflight, trained men for camp leadership
- Make sure adult leaders are properly trained and registered
- Arrange for charter review and recharter the troop annually
- Recruit parents and other adults to serve actively on the troop committee

### **Treasurer**

- Establish and supervise the operation of the troop budget
- Keep financial records
- Maintain troop funds and pay all approved bills
- Present the financial report at the committee meetings
- Work closely with the Troop Scribe in dues collection

### **Advancement Chairperson**

- Arrange troop Boards of Review, monthly
- Conduct Boards of Review
- Recruit committee to participate on Boards of Review
- Maintain troop advancement records

### **District Liaison**

- Represent the Troop at monthly roundtable
- Communicate Troop needs and requests to the District
- Summarize and distribute roundtable communications to the Troop Committee at its monthly meeting
- Interpret national and local council policies to Troop

### **Secretary**

- Send out committee meeting notices
- Keep minutes of meetings
- Collect and maintain copies of Troop Participation Contracts
- Conduct the Troop Resource Survey annually

### **Outings Coordinator**

- Support the Patrol Leader's Council in the planning of the event
- Help in securing permission to use camping areas
- Prepare and distribute permission slips for the event
- Coordinate transportation arrangements
- File a tour permit with the Council Office
- Prepare a map and directions for each driver

### **Troop Equipment Manager**

- Assist in obtaining and maintaining all Troop equipment.
- Supervise the Troop Quartermaster

### **Health Forms Coordinator**

- Coordinate health forms annually and updates during the year

### **Chartered Unit Representative**

- Help recruit troop leadership
- Serve as liaison between Troop 19 and Pilgrim Congregational Church
- Assist with unit rechartering.
- Encourage recognition of leaders
- Cultivate resources to support Troop 19
- Stimulate troop goodwill and service projects in the church
- Urge participation in appropriate programs in the church

### **FOS Chairman (Friends of Scouting)**

- Direct the troop efforts in obtaining funds to support the Daniel Webster Council
- Forward money donated to the Scout office
- Maintain tradition of strong financial support

### **Holiday Wreath Sales Committee**

- Plan the annual wreath sales with the Troop Committee.
- Order wreaths as authorized by the Troop Committee.
- Obtain proper authorization from Council
- Supervise the assembling of bows and pine cones
- Manage the youth leaders as they coordinate and supervise the sales of wreaths

### **Scouting for Food**

- Coordinate with the Council obtaining food bags and schedules
- Coordinate with the troop and pack the distribution of food bags in our area

## *Troop 19 Family Guidebook*

- Coordinate the pick up of food and turning it in to the Armory

### **Hospitality**

- Coordinate refreshments at Courts of Honor and other troop activities

### **Troop 19 Family Guidebook Manager**

- Content--Coordinate the annual update of the Troop Family Guidebook



# History

## **Troop History**

Troop 19 registered in March of 1958 with eighteen Scouts and seven adult leaders. The Scoutmaster was Mr. Harold Watkins for the first year. In 1959 Mr. Ronald Carr became Scoutmaster and the troop grew to upwards of thirty boys for the next few years.

The troop became inactive from 1965 to 1969. In the fall of 1969 with Mr. Al Beals as Scoutmaster and Mr. Ronald Carr as Committee Chairman the troop was reactivated and has met continuously since then. The troop registered thirty-nine Scouts in January 1970. That early group of Scouts included Greg Anthony, Doug Beals, Norman and Roger Beaudoin, Michael Leets, Robert Oldford, David White, and Todd Whitney. The troop met on Tuesday nights at 7:00. In 1972 Douglas Beals became Troop 19's first Eagle Scout. Donald Crement became the first Scout to join Troop 19 and earn the Eagle Scout Award in 1974. The troop participated in its first tour in 1974 with a trip to Montreal and Ottawa Canada. Camp Carpenter was the troop's choice for summer camp during this period.

During the mid 1970s Mr. Arthur Leets and Mr. Marvin Burnette served as Scoutmasters. The troop was extremely active with a strong outdoor program. Activities included summer camp, district and council activities, and numerous Bicentennial encampments and historical trail hikes. The troop logged hundreds of miles to take in Scouting events. During the late 1970s, Mr. Richard Bishop became Scoutmaster. The troop continued its tradition of a strong outdoor program. Popular trips included cycling on Martha's Vineyard, canoeing along the Saco River, and winter camping in the "Hen House." Cribbage was introduced by Mr. Bishop and Mr. Wendell Warburton and quickly preoccupied late evenings for the adults. Scouts and leaders started attending the National Jamborees on a regular basis.

In 1986 Mr. Gregory Anthony became Scoutmaster. A strong emphasis was placed on youth leader training and high adventure trips became an integral part of the program. The troop started to include older Scout trips to Prince Edward Island and Nova Scotia, Florida Sea Base, and a St. Croix River wilderness canoe trip. More ambitious high adventure trips to the Grand Canyon (58 Scouts and leaders) and later to Yellowstone and Grand Teton National Parks and the Rocky Mountains became part of a biannual program. The troop youth membership increased and significantly more parents became involved with the troop.

*Troop 19 Family Guidebook*

**SCOUTMASTERS:**

Harold Watkins	1958
Ronald Carr	1959-1963
Wilford Twyman	1964
Al Beals	1969-1974
Gilbert TARRIER	1974
Arthur Leets	1974-1976
Marvin Burnette	1976-1978
Richard Bishop	1978-1986
Gregory Anthony	1986-

**EAGLE SCOUTS:**

Douglas Beals	1972	Brian Morrison	2001
Donald Crement	1974	Christopher Hein	2001
Gregory Anthony	1976	Michael Goglia	2001
Kirby Roberts	1983	Nicholas Oldford	2002
Mark Crane	1985	Joseph Grollman	2002
Paul Liamos	1987	Matt Griffin	2002
David Dye	1989	Robert Martinez	2003
Gary Eastman	1991	Aaron Gerlitz	2003
Brian Higgins	1992	Gregory Perkins	2003
Jonathan Homer	1992	Jeffrey Beals	2004
Christopher McGillicuddy	1993	Richard Ehernman	2004
Mark Vincent	1993	Brian Chaput	2004
Christopher Bober	1993	Anthony Harris	2005
Robert Pinsonneault	1994	Michael Champagne	2005
Thomas Barry	1994	David Durand	2005
Todd Hopkins	1994	Eric Desjardins	2006
Steven Emond	1996	Vincent Cicchetti	2006
Nathan McManus	1998	Christopher Atkins	2006
Scott Mazzaro	1998	Benjamin Filteau	2008
Adam Wolff	1999	Kevin Wang	2008
Benjamin Emond	2000	Donald Griffin	2008
Daniel Paramore	2000	Alexander Gerlitz	2008
Issa Moody	2000	Scott Champagne	2009
Jay Gorelick	2000	Everett Woodward	2009
William Payne	2000	Mike Mahoney	2009



# Appendices

## **Appendix A Patrol Checklist For Outings**

### **PATROL EQUIPMENT**

- Tents, Poles, Stakes
- Ground Cloth
- Patrol Flag
- Propane Stove and Stand
- Propane
- Lantern
- Backpack Stove and Fuel
- Chef Cooking Kit
- Chef Utensil Set
- Cast Iron Griddle
- Dutch Oven
- Two Quart Plastic Bottle
- Pidlitor
- Water Container
- Wash Bucket
- Rinse Bucket
- Hot Pot Tongs
- Camp Saw
- Fire Grate
- Trash Can Fire Lid
- Plastic Sheets
- Menu and Duty Roster
- Troop 19 Cookbook
- Patrol Box
- Cooler with Ice
- Food
- Scouring Pads
- Paper Towels
- Toilet Paper
- Garbage Bags
- Dish Soap

### **TROOP EQUIPMENT**

- Permission Slips
- Tour Permit
- Reservation Card
- Trip Pamphlet
- Lanterns
- Lantern Stand
- Fuel and Mantles
- Bleach
- Firewood/Charcoal
- Wrench
- Extra Rope
- Whipping Twine
- Troop First Aid Kit
- Scout Medicines
- Leather Gloves
- Shovel
- Duct Tape
- Repair Kit
- Troop and US Flags
- Coffee Pot
- Ax
- Hatchets
- Sharpening Files and Stones
- Fieldbook
- Advancement Aids

## Appendix B Personal Equipment Checklist

<u>    </u> Liner Socks	<u>    </u> Long Underwear	<u>    </u> Scout Handbook	<u>    </u> Sun Screen
<u>    </u> Wool Socks	<u>    </u> Upper-Body Layers	<u>    </u> First Aid Kit	<u>    </u> Repair Kit
<u>    </u> Hiking Boots	<u>    </u> Lower-Body Layers	<u>    </u> Compass	<u>    </u> Pad & Pencil
<u>    </u> Camp Shoes	<u>    </u> Wind Suit	<u>    </u> Map	<u>    </u> Sunglasses
<u>    </u> Gaiters	<u>    </u> Rain Gear	<u>    </u> Flashlight	<u>    </u> Toilet Paper
<u>    </u> Bandana	<u>    </u> Shorts	<u>    </u> Water Bottle	<u>    </u> Whistle
<u>    </u> Belt	<u>    </u> Day Pack	<u>    </u> Eating Utensils	<u>    </u> 1/4" Nylon Rope(25')
<u>    </u> Brim Hat	<u>    </u> Backpack/Duffle	<u>    </u> Plate,Bowl,Cup	<u>    </u> Pocket knife
<u>    </u> Warm Hat	<u>    </u> Sleeping Bag	<u>    </u> Trash Bags	<u>    </u> Matches
<u>    </u> Gloves/Mittens	<u>    </u> Sleeping Pad	<u>    </u> Toilet Articles	<u>    </u> Watch
<u>    </u> Scout Uniform	<u>    </u>	<u>    </u>	<u>    </u> Bug Dope

This checklist is included with every permission slip. Items will be marked with an "X" to denote what is required for the event

### The Troop 19 Ten Essentials

Pocket Knife (with Totin-Chip Card)	Personal First Aid Kit
Matches in Waterproof Container	Flashlight with Good Batteries
Rain Gear	Emergency Rations (Patrol Box)
Compass (& Map if indicated)	Whistle or Signaling Device
Water Bottle (Filled)	Extra Clothes-based on weather and area

## **Troop 19 Participation Contract (Scout's Copy)**

Troop 19 of the Boy Scouts of America provides a high quality, very active program of Scouting adventure and numerous wilderness trips. In order to accomplish the Troop's programs and goals in the best Scouting tradition, it is important that all Scouts understand and acknowledge certain Troop standards as an ongoing obligation.

By signing below each Scout (with the support of his parents or guardian) acknowledges and agrees to the following:

1. That he has read and understands the Troop 19 Family Guidebook
2. That he will abide by the Scout Law and Outdoor Code.
3. That he will support the program of leadership from his peers.
4. That he will do his best to comply with the policies of Troop 19.
5. That he understands the rules on using knives, axes and saws and will use them only if he has attained the rank of First Class (or above) or has a Totin' Chip card.
6. That he will support the troop and patrol program in Troop 19 by actively participating with his patrol in activities.
7. If applicable, as a boy leader, he must set an example by meeting the expectations of his leadership position.

Date:

Signed:

Scout

Signed:

Parent or Guardian

## **Troop 19      Participation Contract    (Troop Copy)**

Troop 19 of the Boy Scouts of America provides a high quality, very active program of Scouting adventure and numerous wilderness trips. In order to accomplish the Troop's programs and goals in the best Scouting tradition, it is important that all Scouts understand and acknowledge certain Troop standards as an ongoing obligation.

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7.     If applicable, as a boy leader, he must set an example by meeting the expectations of his leadership position.

Date:

Signed:

Scout

Signed:

Parent or Guardian