

Troop 324 Handbook



Chief Seattle Council Aurora District

St. Stephen's Lutheran Church
Shoreline, Washington

March 2004
(web format)



Welcome

Welcome to Troop 324. We hope this book helps you get familiar with us, Boy Scouting, and answers many of your questions. After reading this, if you still have questions or would just like to talk, please give us a call:

Fritz Stahr, Scoutmaster
(206)789-3020 (h), (206)543-7886(w)
stahr@oceaninquiry.org

Stephen Hancock, Assistant Scoutmaster
(206)546-0921 (h)
hancocksd@w-link.net

Paul Stromdahl, Assistant Scoutmaster
(206)417-3014 (h)
pstromdahl@proticogroup.com

Aaron Reddecliffe, Assistant Scoutmaster
(206)546-4053 (h)
aaronreddecliffe@hotmail.com

To assist you in becoming familiar with the Scouting program, we conduct a new Scout parent orientation each spring. Additionally, the Troop publishes a short summary of the monthly Parent's Meetings, which will be mailed to you. Reading it is an excellent way to keep up on all the latest happenings of our Troop and find out about upcoming events.

We also maintain a web site at:
<http://www.troop324.net>, which has useful links to the troop calendar, roster, etc. (and an electronic copy of this handbook).

Meetings

Unless announced otherwise, Troop meetings are held weekly on **Tuesday** evenings from **7:15 to 8:45 p.m.** at:

St. Stephen's Lutheran Church
North 195th Street & Ashworth Ave. N.

Alternate meeting sites may be called for when the church is hosting special events.

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Getting Started

For convenience to new members of Troop 324, we put together a "fast-start packet" containing the essential patches for your new uniform and a Boy Scout Handbook. It includes:

Scout Handbook	\$ 7.95
Block Troop No.	1.70
Chief Seattle patch	1.70
World Crest patch	1.20
Red epaulet loops	1.55
State sales tax	1.21
Convenience (troop donation)	<u>.19</u>
Total price	\$15.50

This saves you the trouble of trying to remember exactly which patches to buy. Also, our Troop is the only place you can buy the "324" block troop number. See Fritz (SM) or Christine Devine (Treasurer) about buying a packet.

Forms

When a Scout joins our Troop, we need to get a parental permission form for outings as soon as possible. Hopefully you got one with the application, but if not, ask a Scoutmaster.

A BSA Class II Medical form is required for summer camps. Please help us by taking care to keep these up to date... they are essential if an emergency were to arise.

Money Matters

Dues

To help finance the ongoing operation of the Troop, we collect dues of \$10 per quarter year (January, April, July & October) from each Scout. If a Scout has not paid his dues by the end of the first month in the quarter he will be assessed an additional \$5 late fee. Additionally, Scouts behind on dues may not be allowed to go on outings.

The \$40 per year goes for:

Individual registration	\$ 10.00
Individual accident insurance	1.70
Awards (rank patches, Merit Badges)	12.00
Troop equipment & reserve	10.80
Troop re-charter fee	1.00
1/2 Boys Life subscription	<u>4.50</u>
Total Price	\$40.00

An explanation regarding the last two items: Each year, the Troop pays a flat rate re-charter fee of \$3, which is divided among all the Scouts. Additionally, the Troop will pay half of a Scout's annual subscription to Boy's Life magazine, which costs \$9.00/yr. In order to

receive BL each month, you must pay an extra \$4.50 per year and order it when you join the Troop or at re-charter time (November) each year.

There will be additional fees for Troop activities, such as hikes and campouts, to cover the costs of food, gas, registration, and the like. The amount is variable, ranging from \$5 - \$15, depending on the event. Adults who drive to troop outings will not be charged for the outing, and will be reimbursed at the rate of \$0.15 per mile, upon request, in order to pay for their gas, etc.

Fund Raising

Troop 324 operates one major fund raising project each year, which is to collect and dispose of Christmas trees in the Shoreline area for donations. The Troop has jointly run this fundraiser with the Girl Scout Troop that also meets at St. Stephens, dividing the proceeds based on the number of hours each group works. The Troop's portion of the revenue is split 50/50 between the Troop treasury and Scout "shares" earned through individual effort. The shares are banked by the Troop and may only be used for Troop events, such as summer camp and dues. The Troop treasury uses its portion for equipment purchases, camperships, etc.

Each year, the Chief Seattle Council organizes events that may be used for troop fundraising, such as popcorn sales. We don't usually participate in these Council fundraisers, however.

We are always open to other fund raising suggestions; please bring them up at a Parent Meeting.

Family Involvement

Activities

In September, we hold a planning meeting and BBQ/picnic to organize the coming year's campouts and activities. Although the boys are the focus of the program, all family members are always encouraged to participate in Troop activities, including campouts. Please join us for the fun!

Troop Committee

One of the fun and easy ways parents can help is to become a member of the Troop Committee. This group is like the board of directors of a company who guide and direct the programs and advancement of the Troop. (In the same analogy, the Scoutmaster and Assistants are like the president and vice-presidents who help the Troop operate from day to day.)

The Troop Committee has five important positions, but there can be any number of members. The **Committee Chairperson** guides the other members and organizes the meetings. The **Advancement Chairperson** oversees the boys' rank advancements and organizes the Boards-of-Review. The **Outdoor Program Chairperson** is in charge of developing and helping implement a good outdoor program, and in keeping track of the troop equipment, something critical to the success of any

Troop. The **Treasurer** is in charge of maintaining the Troop account and controlling the flow of funds. The **Secretary** keeps the Troop roster and phone-trees updated, and handles certain forms and paperwork associated with running the Troop.

The Troop Committee meets once a month, during the first Troop meeting each month (Tuesday from 7:15 - 8:45 p.m. at St. Stephen's Lutheran Church). Remember, Scouting is a family activity and this is one of many ways to keep it that way.

Scout Involvement

Activities and Campouts

It is said that 75% of Scouting is Outing, and in Troop 324, we aim to uphold that ideal. Roughly every month, we will go on a weekend campout or hike. The dates and sites of our outings are determined at the September planning meeting. State Parks, National Forests, and Wilderness Areas are all fair game! Tell us where you'd like to go - we'll try to arrange it!



Additionally, we have access to three separate camps operated by the Chief Seattle Council:

Camp Pigott...near Monroe

Camp Sheppard...near Mt. Rainier

Camp Parsons...on Hood Canal

Camp Parsons is the oldest continuously operating Scout Camp in the nation! All of these camps host week-long Summer Camps, one of which we will attend as a Troop each summer. During the cold months, weekend Winter-Camps are held at Camp Sheppard, or we may go to Camps Pigott or Parsons on our own. In May, our District organizes a weekend Camporee with Troops from all over North Seattle gathering for fun and competition.

Our Troop occasionally organizes a "major trip", such as a 50-mile trip or a trek at Philmont, a national Scout camp located in northeastern New Mexico. For such trips, we will require Scouts who attend to hold a certain rank, and/or to have earned relevant merit badges.

A Scout receives credit for camping nights by participating in troop-sponsored overnight outings. He receives additional credit for nights spent on other overnight Scouting activities such as Camporee Staff, Council Junior Leader Training, etc. However, nights spent at Order of the Arrow events do not receive credit. By achieving certain totals of camping nights, a Scout will earn awards.

Following national BSA guidelines, no Scout may drive on a troop outing. Adults over 18, but under 21 must be accompanied by an adult over 21.



Participation and Advancement

Having fun and advancing ranks is best done by attending all troop meetings and outings. The emphasis of the BSA and Troop 324 about advancement is *just do it!*...

Gaining First-Class Rank within the first year is possible and fun. Signing-off rank advancement activities in the Scout's own handbook can be done by any other Scout who is at least one rank higher than the Scout who is seeking advancement, or any Leader or Troop Committee member. However, the person signing the book cannot be an immediate family member of the Scout (e.g., parent or brother). For some requirements (like "discussions with family") a note from parents is acceptable and appreciated.



Merit badges may be earned at any time of the year (not just at summer camp), and by Scouts of any age or rank. Merit badges are not required for rank advancement until Star rank. Rank requirements may

be completed in any order: a Tenderfoot can work on his First Class requirements before he has earned his Second Class rank. However, ranks must be earned in order.

Rank advancement is only complete after the Scout successfully completes a Scoutmaster Conference and presents himself to and is approved by a Board of Review (BOR). Board of Review's are held about every other month. A Scout must schedule a SM Conference in advance with the SM or one of the ASMs. Except under extenuating circumstances, a SM Conference cannot be held on the same day as a BOR. To participate in a SM Conference for Tenderfoot rank, a Scout must wear a Scout uniform shirt, Scout pants, and neckerchief. For Second Class rank and higher, he must also wear a Scout belt.

A Board of Review consists of adults organized and scheduled by the Troop Committee Advancement Chairperson, except for an Eagle Scout BOR, which is run by the District Advancement Committee. A Scout must present himself in the Scout uniform appropriate for his rank, as explained above.

A Scout will be presented with the cloth patch for his rank at the first troop meeting after passing the BOR at which he is wearing the appropriate Scout uniform. All other awards, including merit badges, 50-miler awards, camping night awards, etc. will be presented at the next Court of Honor (COH).



A Court of Honor will be held at least three times a year, where individual Scouts who have advanced are recognized in front of the whole Troop and their families. This is also a good time to look back at the fun and excitement of the Troop's recent past and have a pleasant social evening together.

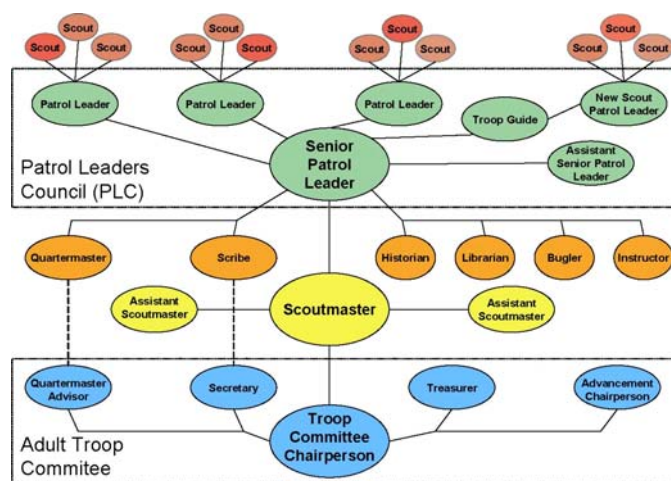
Troop Leadership and Structure

The Troop is really led by the boys, primarily in the person of the Senior Patrol Leader (SPL). The whole Troop elects this Scout to serve for a period of six months. He and the Assistant Senior Patrol Leader (ASPL), along with the other Patrol Leaders, form the Patrol Leader's Council (PLC), which decides and carries

out the meeting plans, fund raising and other functions of the Troop.

These boys truly lead the Troop, although they usually consult and get help from the Scoutmaster and Assistants, and they must follow the advice and consent of the Troop Committee.

The figure below illustrates the general structure of the Troop. It shows how the patrols, which have 5 to 8 boys each, including Patrol Leader (PL) and an Assistant Patrol Leader (APL), relate to the senior leaders (who are not part of any patrol) and the adults (SM, ASM and TC). Each boy leader will interact with a particular adult, depending on his job (e.g. the Scribe with the Secretary or SPL with the SM). This allows the boys to build leadership skills and gain valuable experience while the Troop keeps some continuity with the adults involved.



Junior Leadership Training (JLT) is given by the Scoutmasters after each election. Additionally, the Chief Seattle council offers special weeklong JLT every summer for boys who would like to learn more about becoming a better leader. These are especially good for Scouts who want to be strong leaders in the community and the Troop typically provides half the funds for any Scout interested.

Elections

Troop elections for the offices of Senior Patrol Leader (SPL) and Assistant Senior Patrol Leader (ASPL) are held semi-annually, in March and September. These two offices are contested separately, and a plurality of ballots cast is required for election. In order to be eligible for SPL/ASPL, a Scout must:

1. Be at least 14 years old for SPL, at least 13 years old for ASPL, or 12 for Patrol Leader
2. Have attained First Class rank or higher, or Second Class for Patrol Leader
3. Have attended at least 67% of troop meetings in the 6 months prior to elections.

4. Have attended at least 50% of the troop campouts in the past 6 months, or at least one for a Patrol Leader.
5. Have their troop dues paid to date.
6. Have Scoutmaster approval.

The troop positions of Scribe, Quartermaster, Historian, Chaplain's Aide, Bugler, and Librarian are appointed by the SPL with Scoutmaster approval. The troop offices of Troop Guide, Instructor, and Junior Assistant Scoutmaster are appointed by the Scoutmaster. The Assistant Patrol leader (APL) is appointed by the PL, with Scoutmaster approval.

A New Scout Patrol may be formed if several New Scouts join the Troop at roughly the same time. Patrol elections for the office of Patrol Leader (PL) for the New Scout Patrol(s) are held as needed. A plurality of ballots cast is required for election.

Exceptions to these qualifications may be made at the Scoutmaster's discretion when none of the New Scouts meet these requirements, for example in the first election after new Scouts have joined the troop. The APL is appointed by the PL, with Scoutmaster approval.

Impeachment

If an elected officer (SPL, ASPL, PL) fails to fulfill the responsibilities of his office, he may be impeached by:

1. Being placed on a one month probation by unanimous vote of the other members of the PLC. While on probation, an elected leader may not issue Yellow or Green cards.
2. At the end of the probationary period, the officer will be returned to active status, unless the other members of the PLC unanimously vote to remove him from office.

A vacant office will be filled by special election, otherwise subject to normal election policies.

Order of the Arrow

The Order of the Arrow (OA) is Scouting's Honor Society. It is a separate part of the Scouting program, and is administered at the District level, not by individual troops. To become a member of the OA, a Scout must first be elected by this troop and then complete an induction. We will hold an OA election each winter (usually December or January). To be eligible for election into OA a Scout must:

1. Have attained the rank of First Class or higher.
2. Have spent at least 15 nights of camping with the troop, including 6 consecutive nights of long term camping (i.e. summer camp)
3. Scoutmaster approval.

Uniform

Every Scout is expected to be in full uniform at all Troop meetings and official BSA camps. The typical cost for a new, full uniform (shirt, pants or

shorts/socks) is about \$50. Our troop maintains a Scout uniform bank. Scouts may buy used uniform part for \$5 each, or may donate old uniforms when they become outgrown. We understand that this is an investment, but it is one that helps achieve the aims of Scouting and gives pride to the Scouts.

At each meeting, a "preparedness" inspection is held. Every Scout will receive points for his uniform (shirt, pants, belt), as well as bringing his Handbook, paper and pen or pencil. We use this as an attendance record and for making "preparedness awards" each month

Code of Conduct

At all Troop activities, each Scout is expected to live up to the Scout Law and Scout Oath. ***Unlike other youth activities, the Scouts themselves help to formally enforce these rules.***

In order to promote Scout-like behavior at our activities, including weekly meetings, campouts, etc, the troop has instituted a "card system" based upon the yellow and red cards of soccer. The adult leaders of the troop have green, yellow, and red cards, and the elected boy leaders have Green and Yellow cards at all troop activities. These may be issued to a Scout by showing him the card of the appropriate color and explaining why this action was taken. The adult leaders keep a record of cards issued.

- A **Green** card is awarded for exemplary actions or helpfulness (e.g. "showing Scout spirit").
- A **Yellow** card is issued for a violation of the Scout Law, troop or safety rules or the Outdoor Code, usually, but not necessarily preceded by a verbal warning. Elected troop leaders may issue Yellow cards after consultation with adults.
- A **Red** card is issued for a serious violation of troop or safety rules or for the accumulation of three Yellow cards during one event, with the Red card serving as the third Yellow card.

Any adult may issue any type of card at any time during any troop activity. However, an adult may not issue any card to their own sons, but may bring the situation to the attention of another adult present at the time. When a Scout has earned 10 **Green** cards, and for each interval of 10 thereafter, he receives a gift certificate for pizza or other reward as determined by the PLC and troop committee.

The accumulation of three **Yellow** cards within a running 3-month period results in a Scout not being able to attend the next campout. Parents will be notified when a yellow card is issued.

The issuance of one **Red** card results in all of the following:

- An immediate phone call to parents, if at all possible

- Removal of the Scout from the event, if possible
- Scout cannot attend the next campout
- A conference with the Scout, his parents, the Scoutmaster, and the adult who issued the red card

Because behavior is indicative of Scout spirit, a scout's record of green, yellow, and red cards will be considered in Boards-of-Review.

Resources

Troop Equipment

The Troop has accumulated a good bit of equipment from various sources. We have several tents, stoves, cooking gear, water filters, and backpacks. The Quartermaster is in charge of making equipment available for outings and maintaining an equipment list and check out system.

Personal gear for Scouts is expensive but worth the investment. A good sleeping bag and a backpack may last for all the years of Scouting and longer. For Scouts whose families are hard pressed to invest in such gear, the Troop may have some available. Talk to the Scoutmaster or Quartermaster.

Troop Library

Troop 324 owns a fairly extensive library of Merit Badge booklets and other resources. You can check them out (instead of buying a new one) and Scouts are encouraged to donate books that our library doesn't have after earning a merit badge. So be sure to check the library; it might save you some money!



Also, ask any of the Troop leaders for a list of qualified merit badge counselors. They are the only people who may sign your merit badge cards.

Scout Offices and Shops

The Chief Seattle Council Office (206-725-5200) and Scout Shop (206-721-5945) are located at 3120 Rainier Ave. S., next to a Wells Fargo bank branch office near Franklin High School.

The Mt. Baker Council Office and Scout Shop (425-338-0380) are located at 1715 100th Place S.E., Everett (Silver Lake/I-5 Exit 188). It may be closer to you.

Scout Oath

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

Scout Law

*A Scout is Trustworthy, Loyal, Helpful, Friendly,
Courteous, Kind, Obedient, Cheerful, Thrifty, Brave,
Clean and Reverent.*

Scout Motto

Be Prepared. A Scout prepares for whatever comes his way by learning all he can. He keeps himself strong, healthy and ready to meet the challenges of his life.

Scout Slogan

Do a good turn daily. Good Turns are helpful acts of kindness done quietly, without boasting, and without expecting reward or pay. Doing at least one Good Turn daily is a normal part of a Scout's life.

Outdoor Code

As an American, I will do my best to:
Be clean in my outdoor manners;
I will be careful with fire;
I will be considerate in the outdoors; and
I will be conservation minded.

Troop 324 gives special thanks to Scoutmaster Karl Newyear who revived this troop in 1992 with 4 boys and helped it to grow to 33 boys in 1997. Thank you Karl, for 5 years of service to the boys in our community.

Troop 324 was originally started in 1932, and ran continuously through 1987 before a 5-year sabbatical.