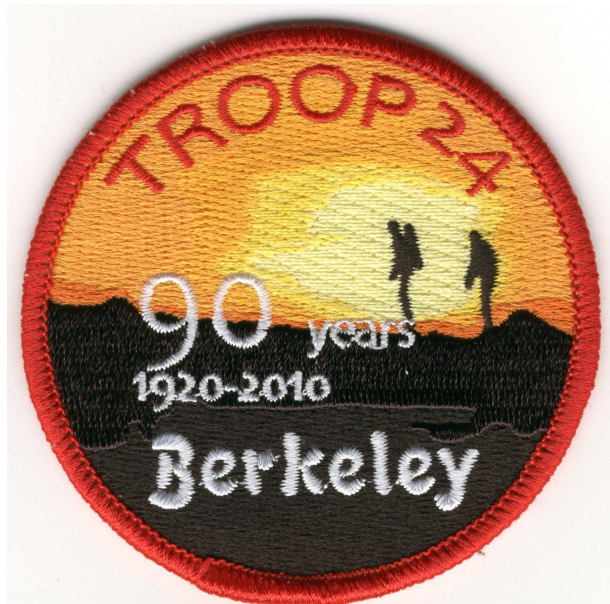


# TROOP 24 PARENTS' HANDBOOK



Revised February 2017

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## INFORMATION FOR NEW PARENTS

### JOINING TROOP 24

The following items are required before your son can be registered:

- Completed and signed Boy Scout Application
- Completed and signed Adult Application
- Vehicle Insurance Information
- Parents who drive Scouts (other than their own) are requested to complete and maintain BSA Youth Protection training (valid for two years).
  - Available at [myscouting.org](http://myscouting.org)
- \*BSA Medical form (see below) (fillable PDF)
- Check for \$100\*\* made out to *Boy Scout Troop 24*

Every Scout and Adult participating in the outdoor program in Troop 24 must have a current medical form on file (Parts A&B).

In addition, for outings longer than 72 hours (such as summer camp) a current medical form Part C must also be on file.

Any critical medical information - allergies, required medication, restrictions on activities, etc, **must** be brought to the attention of the Scoutmaster, in addition to being on the Medical Form. Periodic updates, changes in condition and or changes in medication **needs** to be communicated.

In addition to the above items, we also request the following two items:

- Troop Resource Survey
- Merit Badge Counselor Application

This information will allow us (and the Scouts) to know what special talents you can bring to the Troop and the program they will be planning.

*Thank you, and welcome to Troop 24.*

- \*Current version of medical form available on the Mount Diablo Silverado Council web site [http://www.scouting.org/filestore/HealthSafety/pdf/680-001\\_ABC.pdf](http://www.scouting.org/filestore/HealthSafety/pdf/680-001_ABC.pdf).

\*\*Annual membership will be prorated depending on time of Scouting year the Scout joins, check with the Troop Treasurer for rate.

### **Troop organization:**

Troop 24 is a “boy-run troop.” It is run by the boys, for the boys, with adult leadership in place to support their activities. Troop 24 believes that our Scouting goals can best be achieved by giving the Scouts the responsibility of organizing themselves to plan and implement their troop program. **The goals of Scouting are to develop responsibility, citizenship and leadership ability.** We seek to achieve these goals to the extent possible, consistent with the appropriate levels of safety and national Boys Scouts of America policy.

Please see **Scout Leadership** and **Adult Leadership** sections for additional detailed information about Troop 24 organization.

### **Uniform:**

Each troop in Boy Scouts Troop determines its own uniform.

The official “Class A” uniform for Troop 24 consists of the following

- Official BSA uniform shirt (tucked in)
- (see attached BSA uniform inspection sheet for proper insignia placement)
- Red neckerchief with white BSA insignia
- Neckerchief slide
- Official BSA shorts or slacks
- Official BSA web belt with insignia buckle
- Boy Scout Handbook.

This “Class A” uniform is **required**, for the following activities

- The first meeting of every month
- Courts of Honor
- Scoutmaster conferences
- Wolfeboro (summer camp) (Flag ceremonies)
- Official district events i.e.: Camporee (Flag ceremonies)
- Travel to and from any Scout outing (hikes, campouts, etc.)
- Other occasions as deemed appropriate

For other regular Troop meetings Scouts may come dressed in their scout shirt and neckerchief with dark slacks or shorts.

Troop 24 neckerchiefs are given to each scout at the time that they join our troop. Uniform components can be purchased at the Council Scout Shops, or through the Troop 24 uniform exchange. (see resource section in the back of this handbook for Scout Shop locations).

Troop 24 has an official t-shirt (check with Scoutmaster for availability) that is appropriate for:

- Troop hikes
- Summer troop meetings
- Other occasions as deemed appropriate

## Registration and Other Fees

### **Troop registration fee:**

The registration fee and dues for Troop 24 are \$100 per year. This includes all Troop 24 insignia plus all ranks, merit badges, and other awards received by the Scout as well as a subscription to *Boy's Life*, a Boy Scout handbook, registration of at least one parent and insurance. Upon joining the Troop, Scout will need to purchase a Scout shirt, and camping equipment, if he doesn't already have it (see appendix for equipment listings).

### **Camping fees:**

There is a camping fee on a per/night basis due at the first Troop meeting of the month before the campout. This commits the Scout to the outing and allows the Patrol to plan on food purchases.

The cost of the food is in addition to the per night charge, and is typically collected a week or two in advance of the campout, so that the Scout purchasing the food has the money in hand when they go shopping for the patrol.

There may be exceptions to the camping fee. Examples include summer camp, where the cost is fixed by the Mount Diablo Silverado Council at approximately \$320 per week if registered by the early registration date (Mid-February) increasing to \$390 for registrations after June 1st.

For Troop fees, a Scout may elect to use money he has earned through Troop fundraisers in their "Scout Account". For more information, see **Money Earning** section below.

## **Troop Activities**

### **Troop Meetings**

Troop 24 meets each Tuesday from 7:30 to 9:00pm throughout the calendar year. **It is very important that the Scouts arrive on time and be in uniform** (a Scout is courteous)!

Typically meetings are held at the St. Mary Magdalen Church in Berkeley. Meetings are not held on holidays, such as Christmas, as well as the two weeks that the troop attends summer camp (usually the last two weeks in June).

Meetings are generally arranged as follows

7:30-7:40 Opening ceremony and announcements

7:40-7:50 Patrol corners

7:50-8:30 Instruction or Troop planning activities

8:30-8:50 A inter-patrol competition (game)

8:50-9:00 Closing flag ceremony and announcements

Parents should plan to attend the opening (7:30 – 7:40 p.m.) and closing (8:50 – 9:00 p.m.) ceremony to hear announcements. A summary of announcements are usually sent to the Troop email distribution list and are maintained on the troop website.

## Troop Outings

Troop 24 has a year-round outings program, with an overnight outing every month planned by the Scouts. In addition, the Troop or patrols may plan day hikes or other activities throughout the year. See the troop calendar on the web site (<http://troop24berkeley.org>) for a taste of the program planned by the Patrol Leaders' Council and the patrols. Because of our active camping program, we offer Scouts the opportunity to participate in seasonal sports without their feeling left out of the Scouting program.

The Troop outings program is designed to provide the Scouts with fun, new skills, and advancement. In addition to meeting requirements for advancing in rank, outings provide opportunities for earning merit badges, including Camping, Cycling, Hiking, Cooking, Backpacking, Pioneering, Orienteering, Wilderness Survival, and many others.

## General Regulations

There must be at least two adults present (one fully trained) at all times on any Troop or Patrol event, whether it is a meeting, a day trip or an overnight. If a group is split (for example, a strenuous hike for the older boys, and a somewhat easier hike for the younger boys), the same rule applies for each group.

A BSA Tour Plan is required for any Troop activity away from the regular meeting places, which are the church, the Scout Hut, and individual homes. It may be filed via the <http://myscouting.org> web site as late as the last weekday before the outing, but earlier filing fosters harmony with Council. Generally completed tour permits can be approved immediately at the MDSC office in Pleasant Hill.

Transportation must be in insured vehicles with a functioning seat belt for every passenger, and seat belts must be worn whenever a vehicle is moving. Vehicle insurance information must be on file and kept current with the Troop.

All participants on cycling trips and for downhill snow sports must wear helmets.

For water trips (swimming, canoeing, rafting, kayaking), all participants must pass the BSA swimmer test, wear personal flotation devices (PFDs), follow “BSA Safe Swim Defense” and “BSA Safety Afloat” guidelines. **Proper rain gear and cold-weather clothing is critical for the safety of the Scouts on all outings.**

## Troop outings continued:

### **Camping**

Camping fees are due (with a signed permission slip) at the first Troop meeting of the month before the outing, except for summer camp when the first deposit is



due in February and the final payment in March. This will allow the Scouts to plan the outing based on the number of Scouts and patrols signed up.

Scouts camp and cook as patrols. They are in charge of their own planning, shopping, cooking and cleaning. Each patrol has a patrol box in which to store their cooking equipment. Responsibility for the patrol box is assigned to patrol members by the patrol leader. The Troop Quartermaster is responsible for periodically checking the patrol boxes to make sure that the contents are complete and clean (a scout is clean!). One or more Scouts will be assigned by the Patrol Leader to purchase patrol food for the campout; before purchasing food, however, they should check to see what food is available from the previous trip(s) and any dietary requirements of their patrol members. This will avoid multiple bottles of mustard, syrup, and the like.

Each member of the Patrol should bring approximately \$7 per day (3 meals for car camping; backpacking food may be higher) to cover the cost of food before it is purchased. This allows the purchaser to buy the food without having to nag people for reimbursement. After the food has been purchased, there may be some adjustment required.

The Scouts should do the shopping themselves, with advice from a parent. The parent should never do the shopping alone without the Scouts, since they will learn nothing about planning, shopping, or budgeting.

Leftover perishable food reverts to the purchaser or may be divided among the patrol members; non-perishables go back to the Patrol box. Avoid buying extra large economy size packages; the savings in bulk are usually negated by the loss to spoilage, spillage, and lack of keeping track of what they have already.

Adults may plan to cook together or separately; make sure that you know what is planned. The same suggestions about the purchase of food apply to adults cooking together. The adults do not assist or otherwise participate in meal preparation with the Scouts. The adults must provide their own equipment for cooking and clean-up, and should provide a model for the Scouts in menu (nutrition and ease of preparation) and cooperation.

## Troop outings continued:

Each Scout is responsible for bringing his own equipment for each campout, including sleeping bag, tent, etc. On campouts (other than summer camp), the Scouts camp by patrol, and do not share tents with Scouts in other patrols, even if they are brothers. Scouts do not share tents with adults (except during certain high adventure outings -- in such case, a Scout may tent with his parent but not with any other adult); a Scout may share a tent with another boy in his Patrol, or he may camp alone. More than two Scouts per tent is permitted at the discretion of the adult Tour Leader.

All electronic devices are strongly discouraged on outings. Such devices isolate the scout from the planned activities and the other scouts or otherwise detract from the outing. Cards and role-playing games may be limited by the adults in charge as deemed necessary.

## One Day outings

The troop plans regular day long outings. These are typically hikes, orienteering or service related activities

## Summer Camp (Camp Wolfeboro)

Camp Wolfeboro is located on in the Sierras at about 5,500 feet above sea level on the north fork of the Stanislaus River near Bear Valley.

Troop 24 is one of the founding Troops of **Camp Wolfeboro**, and has participated in every summer since the camp opened in 1928.

The Troop always attends the first two sessions of camp, the last two weeks in June.

The Troop must provide at least two adult leaders for the week (1:10)

The Troop will pay the camp fees for leaders who stay all week. Adults spending part of a week purchase meal tickets at camp.

Due to high demand, we begin Wolfeboro registration in early February. To secure a place at camp, a \$50 non refundable deposit per youth is due by mid Feb. The total weekly discount rate is \$350 due by mid-April. After mid-April the rate increases to \$390 in June. (These are the 2017 rates.)

If a registered Scout is unable to attend, to receive the maximum refund, the council must be notified in writing before 5/31.

After 5/31, cancellations will only be accepted by the Council for the following reasons.

- Scout becomes ill and cannot attend camp
- Illness or death in family
- Family no longer lives in Council area
- Scout has to attend summer school

The Wolfeboro Staff provides the program for Summer Camp; the role of the adult leaders is to provide encouragement and reassurance to the younger Scouts and to insure safety.

**In order to attend Wolfeboro, the medical form must be completed annually and signed by the Scouts Health Provider.**

As mentioned in the **Joining Troop 24** section, all **critical medical information** -- allergies, required medication, restrictions on activities, etc. **must** be on the **Medical Form** and brought to the attention of the Scoutmaster or other adult leaders. Any required medicine will be stored and administered at the Wolfeboro MED lodge (unless the Scout is required to carry it with him at all times).

## **Annotated List of Suggested Wolfeboro Equipment**

### **WRITE YOUR NAME ON EVERYTHING!**

#### **1. Be prepared for Weather**

- a. It can be very HOT at Wolfeboro during the day; it can also get very COLD, especially at night. BE PREPARED for either and for anything in between. Also, it does RAIN in the mountains for several days at a time, and it has snowed a few times during camp. Late June and early July can be serious mosquito season.

#### **2. Stuff to Pack**

- a. Tent, or arrange to share one. Should have a good rain fly and should be seam-sealed. Two people to a tent maximum (unless there is an odd number of scouts in your patrol, in which case one tent may hold three - subject to Scoutmaster approval). Some boys prefer to tent alone, which is perfectly acceptable.

**Parents: PLEASE DO NOT BUY a cheap tent ("\$49 special"); we have found them to be unreliable in keeping Scouts dry. There may be Troop tents available from the Quartermaster; you will need to provide stakes and rope. Be sure to check it out early enough to seamseal it.**

- b. Waterproof ground cloth for tent (should not extend beyond tent or fly to avoid water collecting under the tent).
- c. Sleeping bag (synthetic fill is best especially if it gets wet)
- d. Sleeping pad/air mattress, etc.
- e. Canteen or water bottle
- f. Day pack
- g. Mess Kit: Cup, plate or bowl, fork, knife, spoon (for cooks' day off and/or Sourdough hike).

### 3. Clothing

- a. **YOUR COMPLETE CLASS A SCOUT UNIFORM** (Scouts are required to wear it at flags each morning and evening)
- b. Troop 24 T-shirt, if you have one (extra's are available for \$10 from the Scoutmaster)
- c. More shirts (things that can be layered if necessary are good)
- d. Extra shoes if you have them (wet shoes are uncomfortable, and you cannot go without shoes at camp) - aqua shoes are good for waterfront . Open toed footwear is not allowed at Wolfeboro
- e. Socks (lots): shoes + bare feet = blisters! At least two pairs should be wool or similar synthetic
- f. Underwear - plenty
- g. Long pants (for protection from mosquitos)
- h. Shorts
- i. Visor cap or hat with brim
- j. Rain gear - poncho or jacket and pants
- k. Sweaters - wool or synthetic best
- l. Warm coat/jacket and hat (it has snowed in June/July at Wolfeboro) as well as mosquito protection.
- m. Swimsuit & towel
- n. Sleeping clothes - **POLYPRO** long underwear or similar synthetic is required - it must be able to keep you warm even if it and you are wet
- o. Bandanna

### 4. Toiletries etc.

- a. Toilet paper - never depend on someone else having it or having put it in the latrine
- b. Insect repellent that contains "DEET" - with the advent of mosquitos carrying West Nile Virus, this is especially important.
- c. Sunscreen & lip balm - very important in the mountains
- d. Band-aids & moleskin  
**ANY REQUIRED MEDICATION** - must be brought to the attention of the adult leaders, including dosage & frequency.  
While at camp, medications (other than those that must be carried at all times) must be stored and administered in the medic lodge.
- e. Flashlight or headlamp with extra bulb & batteries (pack with batteries reversed so it won't accidentally get turned on inside your pack). **DO NOT BRING** anything (lanterns, stoves) powered by propane, butane, white gas, or any other liquid or gaseous fuel.

- f. Soap, shampoo, toothpaste, toothbrush, comb, deodorant, etc.
- g. Towel (for swimming and showers)

## **5. Other items to bring**

- a. THE SCOUT HANDBOOK (especially for Scouts below First Class).
- b. Notebook, pens/pencils (some merit badges require writing an essay or report),
- c. 10 Essentials (some items already listed)
- d. An inexpensive waterproof watch
- e. Postage stamps (postcard stamps for the famous Wolfeboro postcards), envelopes, address list. Stamps are also available at the trading post
- f. Spending money:
  - i. Scouts should bring \$20-40 (for snacks, merit badge books, rifle range tickets, handicraft supplies), more if you are staying 2 weeks or working on merit badges which require extra materials. NOTE: for 14 & older Scouts, rock climbing is available for \$7 (half day) or \$10 (full day).
  - ii. Lunch money for ride home (see Travel to and from Wolfeboro).
- g. Pocket knife (optional) - **MUST FOLD - FIXED-BLADE "SHEATH" KNIVES ARE NOT ALLOWED!!!** Scouts must earn their TOTIN' CHIP before you can carry or use your knife at camp.
- h. Books to read
- i. Entertainment (deck of cards?)
- j. Some rope (clotheslines, extra tent guy lines, etc.)
- k. Fishing rod (very optional), lures (small spinners).
- l. A backpack, either external or internal frame, is required. We backpack into Wolfeboro with most of our personal gear. (Our recommendation is that a younger Scout should be able to carry not more than 25% of his body weight -- the extra stuff can go into a duffle and ride down on the truck.) Also, younger Scouts who want to go on the Sourdough Hike (a short overnight backpack trip - helps with rank advancement and confidence) would need it. Check also with the Quartermaster about the availability of spare Troop backpacks.
- m. Cameras, binoculars, etc., may get lost or broken. Don't bring them unless you are willing to accept full responsibility.

## **6. Items to leave at home (for all T24 outings)**

- a. All electronic devices; they are NOT permitted on any Troop 24 outing.
- b. Cell phones are discouraged, there is no cell phone coverage at Wolfeboro
- c. Pets

- d. Firearms and ammunition
- e. Hatchets and Sheath knives
- f. Fireworks
- g. Alcohol, tobacco and drugs

## **7. Travel to and from Wolfeboro**

- a. Eat a big breakfast before you leave home. The adults who are providing rides deserve this much consideration - no one wants to drive a carload of hungry boys to camp nor to stop for breakfast. Boys should check with their driver before planning to eat or drink on the ride up.
- b. Take a BIG lunch along with you. There are no meals at camp until Sunday dinner (about 6 pm). Even with breakfast, most boys will consume a normal lunch by noon. Remember this is a big day and lots of energy will be needed, so include afternoon snacks. BRING MONEY for a meal out on the way home. Saturday breakfast is the last food served at camp. The going-home drivers will stop in Angels Camp for lunch. Try to keep your stuff as compact as possible and in as few pieces as possible. Gear, if you don't carry it down and back up yourself, will be placed on the big white truck with that of about 299 other Scouts. It's easier to keep track of one or two things.

## **8. Wolfeboro Contact info**

- a. **DO** Write to your son(s), but **DO NOT MAIL MONEY**.
- b. The address is:
  - [Your Scout's Name], Troop 24
  - Camp Wolfeboro, BSA
  - General Delivery
  - Bear Valley CA 95223
- c. Use First Class or priority mail; other services (public & private) actually take longer. Write early in the week or better mail your cards and letters the day before your scout leaves for camp.
- d. There is no public telephone in camp. It is a two-mile walk followed by a two-mile drive to the nearest public phone.
- e. If there is an emergency where you need to contact your son at camp, call the Council office, 925-674-6100. Similarly, if you are not going to be home during the week, please leave with adult leaders the number where you can be reached or the number of someone who can be contacted in case of emergency or who will know how to contact you.

## Service Projects

The troop has a goal of a minimum of 10 hours of community service per scout per year. In order to meet this goal, Scouts schedule several service projects throughout the year

Examples of past service projects include.

Scouting for food

Beach cleanups

Service work at camp Herms

Service work at the St Mary Magdalen Church (our meeting place and Chartering organization)

Service work in regional parks

Eagle projects are another area of service

## Other regular troop outings

Mt. Shasta Ski trip (Presidents Day weekend)

Summer backpack trip

Ski O (Winter Orienteering meet (weekend in early February)

Snow Camping (Generally Martin Luther King holiday weekend).

Klondike Derby (a Camporee in the snow) (end of Feb or early March).

Herms District Camporee (a weekend in late April/early May)

Scout Expo (third Saturday in October)

## Parent's Role on Troop Outings

- Parents are always welcome to accompany the Troop on outings. There are two major roles for parents on these outings: to assist the Scoutmaster (SM) or Assistant Scoutmasters (ASMs) in carrying out the Scouts plan for the outing; and to provide the necessary transportation. To accomplish these goals, we offer these guidelines:
  - Recognize that you are part of the Troop. You should plan on fully participating in Troop activities during an outing, unless you have the Scoutmasters or other trip leader's prior approval to do otherwise. You should follow and support the Troop rules and customs. You should work through and support the Scout Leaders (Senior Patrol Leader, Assistant Senior Patrol Leader and Patrol Leaders). That means checking in and out with the Scout in charge.
  - Be punctual! In many cases the Troop cannot leave for a trip unless everyone is present. If you must be late, notify the Scoutmaster or trip leader as soon as possible. Please be on time to pick up your sons after a trip; if you are late, you impose upon another parent to wait until you arrive.  
**We can not let Scouts wait without an adult present!** If you cannot travel at the designated times, notify both the Outings Committee chair and the SM well in advance. Please do not leave without notifying the Scoutmaster.

## Parent's Role on Troop Outings continued

- Except for safety issues requiring immediate intervention, defer to the Scoutmaster or the Scout leaders to deal with problems. Let the Scouts work through their problems as much as they can by themselves—that is how they learn.
- If you have any medical problems that may restrict the activities in which you can participate, let the Scoutmaster or Assistant Scoutmaster know well in advance. A current physical exam is required for any outing exceeding three days. Don't be concerned if you aren't as fast as the Scouts; many of us aren't, and we pace ourselves accordingly.
- Please bring the correct gear for the trip; consult your son or an Assistant Scoutmaster if you have any questions. Good rain-gear and cold-weather gear are especially important. Be prepared to carry it yourself. Review tent assembly instructions before the trip. Note that lawn chairs are always appropriate gear for adults.
- Adults should not plan to share tents with their sons; we generally tent in a separate area. If you need a tent we can probably find a loaner for you, or you can rent them from REI. If you snore, please pitch your tent in the snoring area.
- Adults normally cook and eat as their own patrol. Please contact the SM or an ASM 2-3 weeks before the trip for menu planning and shopping. Be sure to advise if you have special dietary restrictions (e.g., Kosher, vegetarian) and please respect others' dietary restrictions. Be prepared to help with cooking and cleanup during the outing.
- Please notify the SM or the trip leader before you leave the campsite.
- Please observe wake-up and quiet time decisions. We generally rise about 7:00 AM, but may do so earlier to be ready for special activities.
- Troop rules generally forbid the use of electronic devices (radios, portable CD players, electronic games, etc.) on outings.
- Advancement will be handled by the Scout leaders. You can teach skills, but defer to the Scouts first, and do not sign-off on any requirements except for merit badges for which you are an approved counselor.



## **Parent's Role on Troop Outings continued**

- Please respect Boy Scout rules regarding activities such as swimming, climbing, etc. These are to assure safety. These rules may require that lifeguards be present, or may impose age restrictions. If you do not know if any rules may apply, please ask!
- Please respect the Boy Scout policy forbidding smoking and or consumption of alcoholic beverages on Troop outings.
- If you have any special outdoor skills—birding, geology, water safety, canoeing, etc. let the Scoutmaster or trip leader know so we can put them to use. See the 120 merit badges listed in the scout handbook.
- Attend Boy Scout adult leader training programs to improve your own skills.
- Please provide a good example by following the Scout Law at all times. Refer to your son for clarification.
- Anyone who goes on a Troop outing is encouraged to take BSA Youth Protection Training. This training is available on-line via the National BSA web site <http://scouting.org>  
Click on youth protection in the left pane. You will need to create an account which allows you to come back if you are not able to complete the training in one session.

## **Gear Swap**

The troop will hold gear swaps three to four times per year. These take the form of a brochure listing surplus or outgrown equipment advertised for sale. Specific equipment needs can be advertised. All goods should be considered to be sold as-is, all sales should be considered final, and all transactions should be conducted in accordance with the Scout Law.

## **Uniform Exchange**

The troop maintains a uniform exchange. Uniform pants, shorts or shirts (but not T-shirts or troop "tie-dyes") in good condition may be donated for either a \$10 credit to the scout's account, or exchanged for another shirt, etc. Uniform items may be purchased from the exchange for \$10 each.

## Money Earning

Troop 24's operating budget covers the following costs. BSA registration, awards, event registration, equipment upkeep and replacement, and other misc. expenses. These costs are only partly covered by the annual registration costs and camping fees. To make up the difference the Troop Committee supports the following Money Earning activities: popcorn and wreath sales. We ask that scout families make a commitment to support the troop by actively participating in these activities.

### Scout Accounts

A portion of the money earned through Money Earning activities goes into an individual troop account that each scout may draw upon to cover the costs of camping and other scouting activities. The balance in these accounts can be obtained from the Troop 24 treasurer.

### Holiday wreath sales

Wreath sales are one of the most successful fundraisers for the troop. Each Scout is required to sell at least two cases (20 wreaths) (net profit about \$6 per wreath) OR raise an equivalent amount of money in other Money Earning activities. A portion of these profits are placed in scouts Troop account(the more cases, the greater the percentage). While parents may assist with the selling, the Scout is expected to take on the main responsibility.

### Popcorn Sales

The Troop also participates in the council's popcorn sale in October. A variety of popcorn products are available, and the Scout takes orders. Payment is collected upon delivery of the popcorn in early November.

All profits (about 34%) from popcorn sales are added to the Scout's Account.

### Recycling

The Troop also raises funds for leader expenses on major trips by recycling aluminum cans, and redemption bottles. Because the adult leaders are often donating their vacation time to the troop to make the major trips possible, the Troop pays their expenses. Each month one family is responsible for encouraging Scouts to bring cans and bottles to the Troop meeting. The Scout collects all the recyclables and at the end of the month takes them to the Berkeley Buy-Back at Second and Gilman. The Buy-Back will issue a check which should be made out to Troop 24 and turned into either the Scoutmaster or Treasurer.

### Additional Money Earning

For special trips, there may be additional Money Earning activities during the year, e.g., Philmont, Canoe Base, or a Spring Break trip. Proceeds of such activities will be split among the accounts of the participating Scouts.

## Parental Commitments

Scouting is a family affair. No Scout is expected to travel the Trail to Eagle by himself. Parents should encourage their son to work on advancement and take full advantage of the Scouting program. Parents are invited to all Troop meetings, outings, and especially to Courts of Honor, held 4 times a year.

On the other hand, unlike in Cub Scouts, parents may not sign off on advancement and merit badges for their own sons. Advancement through First Class may be signed off by the Scout's Patrol Leader, Senior Scouts, the Troop Guides, or the Scoutmaster and his/her assistants. Above First Class, only the Scoutmaster or Assistant Scoutmasters may sign off advancement (Eagle Scout candidates may sign off on service hours performed during their projects). Merit badges must be signed off by the registered merit badge counselor, and a parent cannot be the counselor for his/her son without Troop Committee approval. When a Scout is ready to begin work on a merit badge, he asks the Scoutmaster for a "blue card" and the name of a counselor to contact.

Each family is **REQUIRED to provide an adult (18 or older) on at least two camping trips per year**, with the year beginning in September. Families joining the Troop between January and May are required to provide an adult on at least one camping trip before September. Younger siblings may also come on some of the less rigorous trips if space is available; check with the Scoutmaster to see if it would be appropriate. **If a family has not fulfilled their camping requirement by September, their son may not go on any Troop campouts without a parent until the previous year's requirement has been met.** The New Year's requirement then begins from that point. In general, any gear needed for an outing can be rented at REI, including sleeping bags, tents, cross country skis, snowshoes, etc.

When parents attend camping trips, it is expected that they “**set the example**” for the Scouts in terms of behavior, language and attitude. Following BSA policy, no alcoholic beverages are allowed at any Scout activities.

Families may be asked to provide transportation for several outings during the year. If your son is attending Wolfeboro, you will be expected to provide transportation for Scouts and or gear.

## **Parental Commitments continued:**

As each patrol plans its menus for each camping trip, one or more Scouts will be assigned the task of doing the shopping. It is appropriate for a parent to help his/her son do the shopping, especially in showing him how to select the best buys. It is not appropriate for the parent to do the shopping instead of the Scout. There are lessons to be learned by the Scouts in this simple task.

Parents' Committee meetings are held every two months during the school year (check with the Committee Chair for the schedule). Since the Troop program planning is done by the Scouts themselves, the Parents' Committee has more of a support role, including some aspects of Money Earning, transportation and other forms of Scout activity support.

If a parent has a special skill or training, she or he may want to serve as a Merit Badge Counselor for interested Scouts. There are more than 100 different merit badges available.

Of course, there is always room for anyone who wants to take a more active role in working with the Scouts to plan their program. Council and District training programs are held several times a year, and everyone is encouraged to take advantage of them. Many of the Troop 24 parents have taken various training courses.

## **Inappropriate Behavior**

The goal of the adult leaders is to have a safe, fun Troop program for the Scouts. The adult leaders have the right to intervene in any situation, which they deem unsafe. If a Scout is unwilling to abide by the requirements and directions of the adult leaders in charge, they may require a parent to come get the Scout, whether the situation occurs at a Troop meeting or during an outing.

Also, if a Scout is disruptive at a meeting or otherwise prevents the boy leaders from running the meeting, the adult leaders at the meeting may call a parent to pick up the Scout.

## **Troop Organization**

In the Boy Scout program, Scouts are not only part of the Troop, they are also part of a patrol. Patrols are groups of up to 8 Scouts, which participate in troop activities together. Patrols work together in a variety of ways, they plan meals for troop campouts, during which they camp and cook together as a unit. Patrols can also compete as a patrol at the annual District Camporee and at Summer Camp. Our best patrols in the past have worked to achieve the Baden-Powell Award, which is earned by meeting certain requirements for from service projects, advancement, attendance and outside of troop meeting activities.

## **Scout Leadership**

### **Senior Patrol (SP)**

Each June the Scouts elect those whom they would like to plan and lead their activities. These Scouts must have achieved the Star rank, have been a Scout for at least two years, and have been in the troop for at least one year. They also commit to actively participate in planning and participation of troop meetings and outings. Currently, the Senior Patrol consists of a Senior Patrol Leader (SPL), the Assistant Senior Patrol Leader (ASPL), the Scribe, Quartermaster and Instructor. After the Senior Patrol members are elected, the Scouts then vote again for the one leader to serve as SPL.

### **Patrol Leaders and Troop Jobs**

The Scouts vote for the member of the patrol whom they would like to serve as their patrol leader. The Patrol Leader, leads their patrol and represents them on the Patrol Leader Council (PLC). Each patrol also elects an Assistant Patrol Leader, a Patrol Quartermaster, and a Patrol Scribe to help run the patrol.

There are several important troop jobs that are generally taken by first class Scouts, or above. They include Librarian, Venture Crew Chief, Historian, Troop Guide and Den Chief. All of these positions are described in the Boy Scout Handbook.

## **Scout Leadership continued:**

### **PLC (Patrol Leader's Council)**

The PLC is made up of the members of the Senior Patrol, including the Senior Patrol Leader, Assistant Senior Patrol Leader, Scribe, Quartermaster and Instructor, as well as the Patrol Leaders, the Troop Guide and other Scouts invited by the Senior Patrol Leader. The meetings generally take place on the fourth Sunday of each month in one of the troop member's homes. These meetings are mandatory for the Scout leaders; if a Patrol Leader cannot attend a PLC meeting he is obligated to send another representative of his patrol, typically his Assistant Patrol Leader. The PLC plans the activities for the troop, both on an annual basis at the Annual Planning Conference, and on a monthly basis. PLC meetings are also attended by the Scoutmaster and the Assistant Scoutmasters.

### **JASMs (Junior Assistant Scoutmasters)**

For scouts who have served in the PLC and other positions, and are nearing the end of their career as Boy Scouts, the troop has opportunities to for these valuable members of our troop to serve as JASMs. JASMs are appointed by the Scoutmaster, based on the scout's experience and to fill an important need for the troop. Past JASM positions have helped the troop in many ways, including assisting the Troop Guides with new scout patrols, working on publicity for the troop to "market" our great trips to the scouts who haven't been on them before as well as increase our media presence in the community, and help with the High Adventure Team programs. Encourage your boys to continue in scouting past the time they earn their Eagle or get "up there" in their high school years. Our senior scouts are invaluable resources for the troop and the younger scouts, and the JASM role as another way that they can "give back" to the troop and have a lot of fun!

## **Adult Leadership**

### **(SM) Scoutmaster:**

The adult leadership of the troop consists of the Scoutmaster and the Assistant Scoutmasters. The Scoutmaster has the responsibility for overseeing all of the troop's activities. The Scoutmaster reports to the Troop Committee, which consists of all of the parents in the troop, and is run by the Troop Committee Chair.

### **(ASM) Assistant Scoutmasters:**

The Scoutmaster is assisted by other adult leaders, the Assistant Scoutmasters, the Junior Assistant Scoutmasters (typically senior Scouts) and all of the parents.

The Scoutmaster holds staff meetings once a month with the Assistant Scoutmasters and key committee members to discuss how these adult leaders can best assist the boys attain their goals. Each Assistant Scoutmaster is typically responsible for assisting a patrol, or handling a specific job as appointed by the Scoutmaster, such as Eagle Coach or Youth Protection.

## **Parent's Role - Jobs and Shared Leadership**

### **Troop Committee:**

The Troop Committee consists of all Scout parents. The Troop Committee is responsible for picking a Scoutmaster, overseeing advancement, handling troop financial matters, approving outings selected by the boys and supporting the boy's scouting activities.

Parents of our Scouts can help to support the troop in many ways. In addition to the parent commitment mentioned earlier in this handbook, there are many volunteer jobs that are very important to the success and efficient operations of the troop. You will be contacted by the Troop Committee Chair to determine which job or committee you can help with. The Troop Committee Chair will also provide you with the descriptions of these and other jobs that the parents can do to help the success of the troop. For training opportunities, see Smoke signals. The MDSC web site also has pointers to online training. A good place to start is Fast Start training.

### **Troop Committee positions:**

- Troop Committee Chair
- Treasurer
- Outings Committee
- Advancement Committee
- Membership Committee
- Fundraising Committee

- Youth Protection
- Training

## **Advancement**

### **Rank**

Advancement is a key part of the Scouting program. There are 7 ranks in boy Scouts: Scout, Tenderfoot, Second Class, First Class, Star, Life and Eagle. The ranks from Scout to First Class focus on providing Scouts with the basic Scouting skills so that they can handle a variety of outdoor situations and life experiences with confidence and preparedness. The ranks of Star, Life and Eagle focus primarily on leadership skills.

### **Merit Badges**

To obtain the rank of Eagle Scout, a boy must earn 11 required merit badges and 10 merit badges of their choice. The Boy Scout Handbook and other books can provide details on these requirements. Our troop library, contains many of the books and merit badge pamphlets that Scouts need for advancement. When a Scout wants to start a merit badge he must first obtain a merit badge “blue card” and the name of a merit badge counselor from the Scoutmaster. This counselor may be an adult connected with our troop, or outside of our troop, but he or she must be registered with BSA as a merit badge counselor.

### **The Trail to Eagle**

To obtain the rank of Eagle takes only effort, leadership skills and initiative. The scouts are responsible for selecting and leading a community service project of their choosing, which must follow certain guidelines, as specified in the Scout Handbook. One of our troop ASMs will serve as our Eagle Coach to help the boys through the process. Each February our District presents the “Trail to Eagle Seminar” which also helps the Scouts understand the process. Eagle packets, which provide written information and the Council/National documents to be completed by the candidates can be picked by the Scouts on the third 3<sup>rd</sup> Thursday evening of each month.



## **Training**

Training is an integral part of the Scouting program. The success of each Scouting unit is generally determined by the level of training completed by Scouts and adults.

### **Scout Training**

#### **JLT (Junior Leader Training)**

Each year in late August or early September the troop conducts Junior Leader Training to prepare scouts in leadership positions for their new roles. JLT gives them training in scout leadership skills and techniques. All Patrol Leaders and Scouts in troop jobs should attend, in addition to any scouts invited by the troop.

#### **NYLT (National Youth Leadership Training)**

Three times a year our Council hosts a week long training session for scouts selected by each troop. To be eligible, Scouts must be First Class and 13 years of age. The Scoutmaster of each troop can nominate up to 3 scouts to participate in NYLT, subject to acceptance by the Council and space availability. NYLT typically is held at the one of the Council Camps It is also available through other Bay area councils

## Adult Training

### Basic Leader Training

The new Basic Leader Training comprises two parts: New Leader Essentials for all unit-level leaders and Leader Specific Training, which is based on the leader's unit-level position. Scoutmasters, Assistant Scoutmasters and Varsity Scout Leaders must also complete Introduction to Outdoor Leader Skills before they are considered trained for their position. Check Smoke signals available at [www.bsa-mdsc.org](http://www.bsa-mdsc.org). You can sign up for an email version or standard mailing.

### New Leader Essentials

New Leader Essentials is an introductory session that highlights the values, aims, history, funding, and methods of Scouting. It addresses how these aims and methods are reached in an age-appropriate style within Cub Scouting, Boy Scouting, Varsity Scouting and Venturing. Videos, discussions, and hands-on reinforcement are presented during the 90-minute training session. Ideally, all unit-based volunteers - Cub Scout, Boy Scout, Varsity Scout and Venturing leaders — take this session at the same time, so they understand that they are all striving for the same results with the youth they serve. Each leader completes New Leader Essentials training only once.

### Wood Badge

Like Brownsea for the Scouts, Wood Badge is a longer training session (either over 2 full weekends or over five days) that covers in detail the 11 leadership skills and other valuable information to provide adults with the background needed to serve an adult leadership role.

### (HAT) High Adventure Training Courses

Several excellent training courses are available to prepare adults for the fun and challenge of leading the scouts on High Adventure outings, including: Basic Backpacking Awareness, Ok-Pik (Snow camping), Cycling and Paddle Sports Awareness. Without trained adult leadership in these areas, the activities of our troop (and your sons) WILL be very limited.

### On-line Training.

There are many courses offered for Adults on-line at [myscouting.org](http://myscouting.org). While you do not need your Scouting registration number (assigned when you complete an Adult application) to take these courses, if you enter the number (found on your registration card), your records can be referenced when required for outings (Tour Permits etc). Ask the Scoutmaster if you don't know your registration number.

## **Merit Badge Counselors**

The District and Council maintain lists of Merit Badge Counselors who are registered with BSA. The “Boy Scout Handbook” and the “Merit Badge Handbook” are good sources of merit badge information. The troop is always looking for qualified and interested adults to volunteer to pass on their knowledge to the boys. If you are interested in volunteering as a merit badge counselor, list your interests/skills on the Troop 24 resource list and see the Scoutmaster about getting registered.

## **Recruiting**

It is the responsibility of all members of the Troop 24 community to help recruit new Scouts for our excellent program. We owe it to the excellent Troop 24 tradition stretching over more than 80 years to continue our wonderful program by continually recruiting new Scouts. The most successful recruiting source for any Boy Scout troop is generally Cub Scout packs. Other sources of new Scouts are friends in school, neighbors and out of town transferees. The Scouts can earn a nifty “recruiters” patch. You are always welcomed to invite any interested boys of scouting age and their parents to our meetings, and most of our activities.

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

Friends of Scouting is an annual fundraising drive directed by the BSA Mount Diablo Silverado council office. This fund raiser asks each Scouting family to contribute approximately \$150 per scout to help pay the costs of scouting that are not covered by the annual troop dues. These costs include maintenance, insurance and general operating expenses of camps (not included in camp fees), clerical staff to support districts and record advancement. In addition, FOS helps to make special grants available for outreach programs.

**Resources:**

**Troop 24 Web site & calendar:**

[Troop24berkeley.org](http://Troop24berkeley.org)

**Mount Diablo Silverado Council**

800 Ellinwood Way

Pleasant Hill, CA 94523

Phone: (925) 674-6100

Fax: (925) 674-6190

<http://bsa-mdsc.org>

Contact business office for Scout Store hours and phone number

This site is a good source for on-line forms and training.

**San Francisco Bay area Council**

1001 Davis Street, San Leandro, CA 94577-5602

510-577-9000 (Voice) 510-577-9002 (Fax)

Office hours: 9:00 AM to 5:00 PM Monday through Friday (holidays excluded).

<http://www.sfbac.org/>

Web site includes information about their Scout Shop

**Pacific Skyline Council Scout Shop**

1150 Chess Drive Foster City, CA 94404

Phone: 650-358-0588 *Fax: 650-358-0590*

Monday - Friday: 9AM - 6:00PM Saturday: 9AM - 3PM

<http://www.pacsky.org/admin/shops/shops.html>

**McCAULOU'S DEPARTMENT STORE**

6211 Medau Pl.

Montclair Village Oakland

Phone: 510-339-2210

**Boy Scouts of America National web site**

<http://scouting.org>

**Boy Scouts of America on-line Scout store**

<http://Scoutstuff.org>

**Troop24's Charter organization**

St. Mary Magdalen

2005 Berryman St

Berkeley, CA 94709

<http://marymagdalen.org/>

510-526-4811