



BSA Troop 16
Cape Girardeau, Missouri
Handbook for Parents and Scouts



2009 Edition

<http://www.showme.net/troop16/index.htm>





TROOP 16 QUICK REFERENCE

Troop 16 is in the Shawnee District, Greater St. Louis Area Council. The web site is at:
<http://www.showme.net/troop16/index.htm>

Chartering Organization	Elks Lodge No. 639 of Cape Girardeau
Meetings	Thursdays at the Knights of Columbus, 2222 Kingsway Drive; (unless otherwise announced); 7 p.m. No meeting when school is canceled due to weather. Meetings are held mid-August-May. 1st Thursday: PLC, No regular troop meeting 2nd Thursday: 6:00 p.m. - Troop Committee meeting 7:00 p.m. - Regular meeting, Asst. Scoutmaster's meeting 3rd Thursday: 6:30 p.m. - Scoutmaster Conferences (Scheduled) 7:00 p.m. - Regular Troop meeting 4th Thursday: 7:00 p.m. - Regular Troop meeting, Boards of Review
Scoutmaster:	Paul Cieslewicz –339-9322; mochezhead@sbcglobal.net
Committee Chairman:	Laura Nolan – 651-3073 (H)
Cost	<i>Annual Dues</i> - \$5/month or \$45/year <i>Summer Camp</i> – Fees vary annually (or discounted if paid before May 1) Camp Scholarships are available, see the Scoutmaster. <i>Boy Scout Handbook</i> – Can be purchased at the Scout shop, 3000 Gordonville Rd. <i>Rechartering Fee</i> – Based on National Fees due the beginning of December and will be announced in advance. <i>Monthly Campout Fee</i> - \$20 per Scout (or more, depending on campout)
Required Uniform	<u>Field Uniform</u> : Scout shirt with patches in correct locations; blue jeans, Scout/olive pants, or Scout shorts; Scout socks; Scout belt for all meetings and other official functions. Neckerchief (optional). Merit badge sash for formal events such as courts-of-honor. <u>Activity Uniform</u> : Any Boy Scout t-shirt; blue jeans or Scout shorts with Scout socks. Pass-alongs available as supply permits. See the Troop Committee Chairman.
Medical & Permission Forms	<i>Monthly activity (trip) permission slips</i> , including medical advisory, as required. <i>Class II medical form</i> required for summer camp and high adventure. <i>Information form</i> for all drivers on campouts and other trips.
Outdoor Equipment	<u>Scout provides</u> : sleeping bag; sleeping mat; water-proof footwear; personal clothing and equipment (see checklist for details); duffle bag or pack <u>Troop 16 provides</u> : tents and ground cloths; cooking stoves and equipment





INFORMATION I NEED TO KNOW

My Troop is _____

My District is _____

My Council is _____

My Patrol is _____

Members of my Patrol are:

1. _____ Phone: _____

2. _____ Phone: _____

3. _____ Phone: _____

4. _____ Phone: _____

5. _____ Phone: _____

6. _____ Phone: _____

7. _____ Phone: _____

8. _____ Phone: _____

9. _____ Phone: _____

10. _____ Phone: _____

Date I Crossed Over: _____

My Scoutmaster is: _____

My Senior Patrol Leader is: _____

The Troop Meeting Time is: _____

The Troop Meeting Location is: _____





Table of Contents

Quick Reference -----	i.
Summary Sheet -----	ii.
Table of Contents -----	iii.
Welcome -----	iv.
What is Boy Scouting? -----	1
Aims and Methods of Scouting -----	1
Role of Parents -----	3
Meetings -----	3
Calendar -----	4
Uniform -----	4
Rank Advancement -----	5
Troop Finances -----	8
Troop Organization -----	8
Adult Leadership, Training, and Resources -----	9
Outdoor Program -----	11
Behavior -----	13
New Members -----	14
Troop Equipment -----	14
Service -----	15
Youth Protection -----	15
Scouting Outside the Troop -----	16
Glossary of Terms -----	G1
Requirements -----	
A1	
Troop Junior Leader Organization -----	A2
Adult Leadership -----	A3
Campout Checklist -----	A5
Steps to Rank Advancement -----	A6
Agreement -----	B1





BSA Troop 16 Handbook for Parents and Scouts 2006 Edition

Welcome to Troop 16!

The Troop 16 Committee, the Scoutmaster, and Assistant Scoutmasters want to provide each new Scout and his parents with this general guide concerning what is expected of them and what Scouting is about. We also want you to know what you may expect of the other Scouts, the adult leaders, and the Troop Committee. We ask that the parents and Scout read over this material and discuss it as it relates to your family and your expectations of Scouting. We strongly encourage you and your son to read this manual and ***keep it handy for reference when questions arise***. If you ever have a question, criticism or concern regarding the way the operation of the Troop or what may be expected of you, please contact the Scoutmaster or the Troop Committee Chairman. We all sincerely want your experiences with Troop 16 to be fun and full of personal growth. Scouting provides a unique program of self-development that is not found anywhere else. Those who follow Scouting's trail mature, become self-confident, discover life-long values, and have fun doing it.

The emphasis of the Boy Scout program is to promote and encourage boy leadership. In support of this program, the Troop 16 adult leaders are present as advisors, insuring safety and keeping the program oriented toward Scouting ideals. Troop, patrol and patrol council meetings, camping trips and day trips are run by boy leaders, not by the adults. But, boys are "boys," and there may be many times when you will question, "Why are they so disorganized?" "Why are the meetings so noisy and unproductive?" and "Why don't the adults step in and do something?" In Scouting we believe that the best way to develop leadership is to let the boys have as much freedom as possible; applying just enough adult authority to keep them safely focused on the task at hand. As long as they are sincerely trying to accomplish the duties of their positions they are learning the rudiments of leadership.

BSA policy is written in various official publications and is the final authority for resolving questions of policy. The troop committee is the final authority for implementing BSA policy in Troop 16. Proposed changes to Troop 16 policy can be submitted to adult leaders, the Troop Committee Chairman or a committee member for review at a troop committee meeting. Keep in mind, Scouting is a family activity and we encourage all parents to be involved in their Scout's development. Like anything else in life, you/your son, will get as much out of Scouting as you/he put into it.

The Boy Scouts of America does not operate units directly. Instead, it grants charters to organizations, authorizing them to organize Scout troops as part of their youth service program. Troop 16 is chartered by Elks' Lodge No. 639 in Cape Girardeau, Missouri. It has been continuously chartered for over 60 years. Troop 16 is in the Shawnee District, Greater St. Louis Area Council of the Boy Scouts of America. The local office of the Greater St. Louis Area Council is at: 3000 Gordonville Road, Cape Girardeau, MO 63703, phone (573)335-3346.

Paul Cieslewicz, Troop 16 Scoutmaster

Laura Nolan, Troop 16 Committee Chairman

Troop Web Site: <http://www.showme.net/troop16/index.htm>





What is Boy Scouting?

The Boy Scouts is a youth program founded in Great Britain by Lord Robert S. S. Baden-Powell. Baden-Powell earned his first command in India in 1897, and with it the opportunity to use his own training ideas. He had his men train in small groups, made their training hard but enjoyable, and gave them increasing responsibilities. Baden-Powell wrote these ideas down in a small manual entitled *Aids to Scouting*, which he intended for military use only. Much to his astonishment, his *Aids to Scouting* was immensely popular with English boys - but it had been written to prepare men for war! What he wanted was a manual to prepare boys for peace.

Baden-Powell gained fame as the defender of the besieged city of Mafeking in South Africa during the Boer War of the early 1900s. He was appalled by the senseless waste of life caused by the soldiers' lack of survival skills, and decided to prevent similar tragedies in the future. He also was looking for a way to make boys into better men. In 1907, Baden-Powell invited a group of boys to the first Boy Scout camp on Brownsea Island. The heart of Baden-Powell's idea was the Patrol Method, and one of the first things that he did was to divide the boys at Brownsea into four Patrols. Brownsea was a rousing success in both boys' and Baden-Powell's eyes. The secret of that success was the Patrol Method, of which Baden-Powell said, "Each patrol leader was given full responsibility for the behavior of his patrol at all times, in camp and in the field. Responsibility, discipline and competitive rivalry were thus at once established, and a good standard of development was ensured throughout the camp." The Patrol Method is still the heart and soul of Boy Scouting and is the core around which all the activities of the Troop revolve. B-P soon wrote *Scouting for Boys*, a book intended to pass on his ideas. It became an instant bestseller, and boys joined by the thousands.

In 1909, William Boyce, an American visitor, was lost in London. A young boy helped him to find his destination. When Boyce offered the boy a tip, the boy said, "No thank you, sir. I am a Scout. I won't take anything for helping." Intrigued, Boyce asked the boy what a Scout was. The boy told him about himself and his brother Scouts. Boyce found the British Scouting office. There, Boyce met Baden-Powell, and decided to bring Scouting to the United States. On February 8, 1910, Boyce and others founded the Boy Scouts of America. Since then, millions of boys have enjoyed and benefited from Scouting.

Despite its founding by a military officer, Boy Scouts is not a military organization. It is a youth program with the objectives of developing character, citizenship and fitness. If you were in Cub Scouting, you will notice a major difference between that and Boy Scouting. In Cub Scouts, adults planned and ran the program. In Boy Scouts, the Scouts themselves plan and organize the troop. The role of the adult leaders is to assist them in doing so.

The Aims and Methods of Scouting

The Boy Scout program works toward three aims. One is growth in moral strength and character. This can be defined as what the boy is himself: his personal qualities, his values, his outlook. A second aim is participating citizenship. Used broadly, citizenship means the boy's relationship to others. He comes to learn of his obligations to other people, to the society he lives in, to the government that presides over that society. A third aim of the Boy Scout program is development of physical, mental and emotional fitness. Fitness includes the body (well-tuned and healthy), the mind (able to think and solve problems) and the emotions (self-control, courage and self-respect).





To accomplish these aims, eight methods are used. This approach dates all the way back to Lord Baden-Powell's initial scouting handbook and the very first campout at Brownsea Island. Most of these are discussed in more detail in other sections of this handbook. We ask your support in applying these methods to achieve the aims of Boy Scouting. These methods are:

Ideals: The ideals of Boy Scouting are spelled out in the Scout Oath, the Scout Law, Motto and Slogan. The 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 he becomes.

Patrols: The patrol method gives Boy 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 can easily relate to each other. These small groups help determine Troop activities through their elected representatives.

Outdoor program: Boy Scouting is designed to take place in the outdoors. It is in the outdoors that Scouts share responsibilities and learn to live with each other. It is here that the skills and activities practiced at Troop meetings can be put to practical use. Being close to nature helps Boy Scouts gain an appreciation for God's handiwork and mankind's place in it. The outdoors is the laboratory for Boy Scouts to learn ecology and practice conservation of nature's resources.

Advancement: Boy Scouting's advancement program provides a series of surmountable obstacles and steps to overcome. The Boy Scout plans his advancement and progresses at his own pace as he overcomes each challenge. The Boy Scout is rewarded for each achievement, which helps him gain self-confidence. He also gains knowledge in a variety of areas through his work on certain skills and merit badges. The steps in the advancement method help a boy grow in self-reliance and the ability to help others.

Association with Respected Adults: Boys learn from the example of their adult leaders. In his quest for manhood, every boy needs contact with adults he can copy. Providing good examples of manhood is one of the methods of Scouting. Boy Scouts of America has also realized that, in our rapidly changing society, boys can also learn good character and skills from adult female leaders. Therefore, women are now invited to participate in any of the adult leadership positions in the Troop.

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 methods of Boy Scouting. Boys grow as they participate in community service projects and do Good Turns for others. There is probably no device so successful in developing a basis for personal growth as the daily Good Turn. The religious awards program also plays a large part in the personal growth methods. In addition, 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 roles of others and guides him toward the citizenship aim of Scouting.

Uniform: The uniform makes the Boy Scout Troop visible as a force of 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 also provides a way for Boy Scouts to wear the badges that show what they have accomplished.

Boy Scouting is about training Junior Leaders, and this is done through the Troop program: planning an event, carrying through on those plans and experiencing the event. This is in addition to the skill, merit badges and rank advancement aspects of Boy Scouting. As parents, it is important that you understand the Boy Scout program and that your boy be exposed to all aspects of it. It is equally important that the Scouting program be allowed to work. Because boys have greater or lesser leadership talents, some of our programs are more successful than others. What is most important is that all of our events be good learning experiences for the boys. If, on the most dismal trip, we hear a boy say, "We should have done it this way, not that way" or, "We should have thought about that possibility before we left," then it was a very successful event.

The Role of Parents

The adults who provide supervision, support and time to make Troop 16 a success are volunteers. They will need your help. How you support your son's troop depends on your talent and available time. Both mothers and fathers can give a few hours to provide transportation, help maintain troop equipment, be a merit badge counselor, serve on our troop committee, or serve in some other leadership positions. Whatever your volunteer role, our troop needs you to keep operating as a quality unit which makes our troop worthy of the fine Scouts it serves. ***Please complete the troop resource survey and return it to the Scoutmaster or Troop Committee Chairman.***

Parents, we ask that you do the following to help your son and Troop 16:

1. Provide all the required equipment (see adult leaders for details).
2. Provide transportation for campouts and other events.
3. Help when possible or when asked.
4. Pay all dues and debts promptly.
5. Give as much support and encouragement as you can to your son and Troop 16, show interest, and become involved in some capacity (see Adult Leaders section).
6. Attend the annual Parents' Meeting in the Spring. Notice is provided in advance of the meeting to give ample planning time.

Parents are strongly encouraged to attend Troop Committee meetings. Parents are always needed to serve on the troop committee or sub-committees in various capacities, serve as Merit badge counselors, special committee members, members of Boards of Review, and drivers. ***We ask that at least one parent from every family register in some capacity to assist the troop.*** PLEASE SHARE YOUR TALENTS AND GET INVOLVED. Your involvement will be appreciated by your son and show that you support the program. The program will be no better than you make it. STRONG TROOPS HAVE STRONG PARENT SUPPORT!

Meetings

We hold our weekly meeting at the Knights of Columbus Building, 2222 Kingsway Drive, on Thursday evenings from September through May at 7:00 p.m. The first Thursday of the month is designated as a





PLC (Patrol Leaders' Council) meeting, which is only attended by the Scoutmaster, another adult, and patrol leaders. Regular Troop meetings are scheduled on all other Thursdays. The Scoutmaster meets with all Assistant Scoutmasters on the second Thursday during the regular Troop meeting. Troop Committee meetings are also held on the second Thursday at 6:00 p.m. Scouts who have completed requirements for advancement may schedule a Scoutmaster Conference at 6:30 p.m. before our third meeting of the month. Boards of Review are held on the fourth Thursday of each month in conjunction with our regular meeting. Any awards earned are presented at the following regularly scheduled meeting. Formal Courts of Honor are held twice each year, normally in October and April. A monthly outing is planned from September through May, with a week long summer camp in June or July. The Troop also tries to plan a second week-long camp or activity later in the summer. Check the Troop calendar or newsletter for any changes to these normally-scheduled activities.

Calendar

The Troop 16 annual calendar is assembled after a Patrol Leaders' Council in early August. At his meeting, the boys, in consultation with the Scoutmaster, decide on what campout activities and other activities they would like to conduct in the coming year. This list is conveyed to the Troop Committee, which makes arrangements for campouts and assembles information about District and Council events for the coming year. Dates are selected, and the calendar is issued in late August at a family picnic that begins our year. Oftentimes, problems with dates and arrangements may make it necessary to change dates. The Scoutmaster and the Troop Committee attempt to announce any changes as early as possible. In addition, weather may rarely prevent some campouts from occurring on the scheduled date. In these cases, alternate campouts or dates will be selected. If insufficient transportation is available, some campouts may have to be limited in size or canceled.

Uniform

Every Scout is required to wear a complete Field Uniform to all Scout meetings and other Scout functions including travelling to and from campouts. A complete Field Uniform consists of the following:

- Scout shirt with proper insignia in the correct positions on the uniform (see below and the *Boy Scout Handbook*).
- Scout shorts and socks for summer, Scout pants or blue jeans for winter.
- Scout belt.
- Red neckerchief (optional)

Activity Uniforms are worn in less formal situations, such as on campouts or in work situations for service projects. The Activity Uniform consists of:

- Approved Troop 16 t-shirt or other Scout t-shirt
- Scout shorts and socks for summer, Scout pants or blue jeans for winter
- Scout belt.

Any Scout arriving at a meeting or event without a complete uniform will be asked to leave. A Boy Scout Handbook, notepad, and pencil or pen should be brought to all meetings. Shirts must be clean, buttoned, and tucked in. The shirt must have the following patches, in the locations specified in the *Boy Scout Handbook*:





- Left Sleeve - Greater St. Louis Area Council Patch, the number 16, current position patch (if applicable)
- Right Sleeve - American flag, patrol emblem, one Quality Unit emblem (if applicable)
- Left Pocket - Rank badge
- Above left pocket - World Scouting Emblem
- Additional patches may be worn on the uniform if the Scout has earned them: Arrow of Light, Recruiter patch, Interpreter patch, Trained patch, Religious Award knot with devices, Order of the Arrow Lodge flap, and temporary patch. If worn, these must be in the correct location. If a hat is worn with the uniform, it must be an official Scout hat. (Only OA members in good standing may wear the An-Petu-We Lodge Flap)

Full-dress items are encouraged at Courts of Honor and other ceremonial occasions. These include a Field Uniform, Merit Badge sash, and medals. Uniforms for activities will be specified for each activity. Travel to and from activities will always be in Field Uniform. Boys are expected to be in full Field Uniform and bring their Scout handbook to a Board of Review. During activities, other shirts are acceptable. Any designs or slogans on the shirts must be in good taste. Drug and alcohol-related messages are inappropriate.

A new Scout is encouraged to get a Boy Scout Handbook and a uniform as soon as possible. Due to the high cost of uniform items, the purchase of uniforms may be spread out over several weeks. The shirt with the proper identification symbols should be the first priority. It is not the intent of Troop 16 to exclude any boy for financial reasons. Accordingly, check with the Scoutmaster or Troop Committee Chairman if you need to minimize expenditure on uniform items. You may be able to find uniforms in the troop uniform exchange. (Please also consider donating uniform items that your boy outgrows to this exchange.)

Rank Advancement (see page A-1)

Rank Advancement is the process by which youth members progress through ranks in the Scouting program by the gradual mastery of Scouting skills and personal growth. By advancing, the interest of the Scout in the program is maintained and he experiences personal growth and a feeling of accomplishment. There are six ranks of Boy Scouting: Tenderfoot, Second Class, First Class, Star, Life and Eagle. In addition, there is an introductory level of Boy Scout - this is not an official rank, but it gets the boy off to a good and easy start. The requirements for the various ranks can be found in the *Boy Scout Handbook* under the title "My Trail to Eagle." The goal for new Scouts is to reach the rank of First Class one year after joining Troop 16. The Troop Advancement Chair maintains all advancement records in a Patrol Book, with a page for each boy spelling out requirements for his next rank, and dates he met those requirements. Please encourage your son to check to make sure all requirements are completed AND entered in the book before he seeks a Scoutmaster Conference. The adult leaders are always ready to assist a boy in any way possible along his Trail to Eagle.

Along with advancement in rank comes advancement in leadership opportunity. Everything is designed to help boys have an exciting and meaningful experience. Education and fun are the functions of Scouting, and they are the basis of the advancement program. Doing your share also means paying your dues. In order to advance in rank, a Scout's dues must be paid up-to-date. In general, the Troop expects each Scout to live his life in and outside Scouting according the Scout Oath and the Scout Law (refer to the *Boy Scout Handbook* for a more complete understanding of the Oath and the Law). Every Scout is





expected to respect his leaders and follow their instructions. These leaders may be adults, senior patrol leaders, or patrol leaders.

Advancement is a five step process:

- 1) Participation
- 2) Learning
- 3) Testing
- 4) Reviewing
- 5) Recognition

Participation: Beginning with the First Class rank, and continuing through Life and Eagle, a Scout must demonstrate participation in increasingly more responsible service projects. At these levels, he must also demonstrate leadership skills by holding one or more specific youth leadership positions in his patrol and/or troop. One of the requirements for each Rank advancement, is to "show Scout Spirit". The Troop 16 Committee has discussed this requirement many times over several years. In the past, this has been based on participation in meetings and campouts. However, many adult leaders have felt this is "adding" an additional requirement above and beyond those spelled out in the *Boy Scout Handbook*. Accordingly, the Troop Committee has decided to define "Scout Spirit" as "satisfactory or exceptional performance in assigned Troop or Patrol leadership position". This definition will also reinforce the importance of learning leadership skills for the boys, and will improve the operation of the troop.

The duties of each boy leadership position are defined in the *Boy Scout Handbook*. When new boy leaders are elected or appointed (as appropriate for the leadership position), the Scoutmaster will discuss their responsibilities with them and define what they must do to attain satisfactory performance of their duties in that position. Senior Patrol Leaders and Assistant Senior Patrol Leaders must have attended a National Youth Leadership Training Camp, and newly elected Patrol Leaders will be expected to attend a Troop Youth Leader Training session. We will try to schedule the latter during Troop meetings.

Should the Scoutmaster deem that a boy has not been performing his leadership position in a satisfactory manner, he will then discuss this with the boy as needed, or when he schedules a Scoutmaster conference prior to advancement. Please try and work with your son to insure that they accomplish the duties of their leadership position. Please also be aware that in order to perform the duties of most leadership positions, boys should be able to attend the majority of campouts and other Troop activities, which emphasizes the importance of participation.

The Troop Committee knows that training junior leaders should be a major emphasis for Scouting. We want to make it clear that we have been following, and are continuing to follow BSA requirements for advancement.

Learning: Much learning comes from other boys in his patrol or troop. The Troop program also helps. The boy's patrol activities are directed toward the skills he needs. Every Troop hike, camping trip or other activity offers potential learning experiences. A Scout learns to pitch a tent by pitching one, to use a compass by finding directions and to cook a meal by having to prepare and eat it with his patrol members. The Scoutmasters and the Troop Leaders plan the meetings to include learning specific skills to help Scouts advance through the ranks.





Merit Badges are also an important component of learning. Merit badges signify the mastery of certain Scout craft skills as well as serving to increase skill in various areas of personal interest. Of the more than 220 merit badges available, 21 must be earned to qualify for Eagle. There are twelve which are specifically required. When a boy chooses a merit badge to work on, whether it is a required one or one in his particular area of interest, he must obtain the Merit Badge Book for that badge from the Scout Shop or the Troop Library, then see the Scoutmaster for a Merit Badge Card authorizing him to work on that badge. It is the National Boy Scouts of America policy that a Scout works only with an approved Merit Badge Counselor. Each Counselor must be registered with the Council office. There is no fee for a Counselor to be registered. This, by the way, is an excellent opportunity for parents of Troop 16 Scouts to become involved in the program. If you have expertise or interest in a particular area and would like to become a Merit Badge Counselor, please see the Scoutmaster of Troop Committee Chairman. The Scout has to the age of 18 to complete the badges required to obtain Eagle Scout. Many Merit Badges can be earned at summer camps. Failure to earn a badge started at summer camp within 1 year requires that the Scout repeat all requirements the next time he participates in the merit badge. Please encourage your son to check to see if there are any prerequisites for Merit Badges offered at summer camp that have to be completed BEFORE camp.

Other awards may be earned by Boy Scouts. Of particular importance for the 12th Point of the Scout Law (a Scout is Reverent) are Religious Awards. All religious denominations provide a religious emblem program for Scouts, and Scouts are urged to work toward earning these emblems. The Catholic Church awards the *Ad Altare Dei Award* for younger Scouts and the *Pope Pius XII Award* for older Scouts. Information about these programs is provided upon request, but adults of the Catholic Churches in the Cape Girardeau Area offer these awards every 1-2 years. The Scout's church presents the award, not the Troop. Some boys in Troop 16 represent other religious denominations, however, and the Scout should request specific information from the Scout Office or their church.

Testing: The specific requirements determine the kind of testing. Verbal testing is sufficient in some instances. In other instances, a Scout must demonstrate his skills by doing.

Reviewing: Reviewing, is a two-step process. First, the Scout takes part in a Scoutmaster Conference. These conferences take place at every level of advancement and are designed to help the Scout set goals for himself in line with his individual talents and abilities. At each conference, the Scoutmaster helps him evaluate how close he came to accomplishing his present goal and then helps him to set a new goal. The week after the Scout successfully completes the Scoutmaster Conference, the Scout must pass a Board of Review. This review board consists of 3 members of the troop committee and parents. They interview the Scout to ensure he has passed all requirements. It is a discussion of what the Scout has learned up to this point, how he feels about the troop, and what the troop can do better. For Eagle Scout candidates, the full Troop Committee conducts the review. The boy must then be approved by the District, local Council and, finally, the National Council.

Recognition: The final step in advancement involves presentation of the badge of rank, usually at a ceremony before the entire Troop. These are presented periodically at regular Troop meetings. However, public recognition with their parents attending is a very important part of the goal setting and personal growth process for the boys. Twice a year, Troop 16 conducts a Troop Court of Honor at the Elks' Lodge in Cape Girardeau. Parents are not only cordially invited, but they are urged to attend. Siblings, grandparents, and friends are welcome. During a Court of Honor, appropriate ceremonies are conducted after a meal is furnished by the Elks. The purpose of the Court of Honor is to recognize Scouts for individual and group accomplishments, and advancement. The highlight of a Court of Honor





is the conferring of the rank of Eagle on boys who have attained it in the previous six months. Courts of Honor are normally held in October and April and take the place of the regularly scheduled troop meeting.

Troop Finances

The Troop needs money for various expenses throughout the Scouting year. These include charter renewal and re-registration, renewal of *Boys' Life* subscriptions, accident insurance, replacement and replenishing of the Troop's camping equipment, purchase of various literature and training aids for adult leaders, and purchase of awards (merit badges and badges of rank) for Courts of Honor. This expense money is gleaned from three sources: an annual fund-raising event, dues, and donations.

Troop 16 has two major fund-raisers each year: popcorn sales and another sale which is determined yearly. Popcorn sales are in October, with delivery in November. Some of the profits for the sales of each individual Scout are used for rechartering fees and other incidentals. If the Scout's sales make less than \$50 profit, the Scout or parents are expected to make up the difference at the time of rechartering. Any additional profit is put in the individual Scout's campout account, used for campout fees or to assist with summer camps. All boys and parents are expected to participate. The proceeds from these fund-raisers are earmarked for special projects such as tents and cooking equipment.

Dues are payable annually (in December) at the time of Troop recharter. The dues pay for National registration fees, *Boys' Life*, troop accident insurance, all awards earned by the Boy Scout, and troop operating expenses. Troop 16 has yearly dues of \$45 per Scout. Dues are due at the rate of \$5/month, and must be current for boys to advance in rank. New members joining Troop 16 at a time other than when yearly registration is due are charged prorated a fee for each Scout. Boys transferring to Troop 16 are also expected to pay a prorated fee. With each membership, the Scout receives a subscription to *Boys Life*. Each Scout is given the opportunity to purchase Boy Scout t-shirts when joining Troop 16. The cost of the T-shirt is approximately \$10. Camp fees, food, uniforms, books, and miscellaneous expenses incurred by each boy are the responsibility of the boy.

We occasionally receive donations from the Elks Club, St. Vincent Men's Association, and various organizations in the area which are committed to helping programs that serve the youth of the area. These are infrequent and are not received on a regular basis. While we are grateful for them, we cannot plan on them in our annual financial planning.

Troop 16 will not allow a Scout to miss out in monthly outings due to financial hardship within his family. Troop 16 will assist with financing a Scout's dues when necessary. In addition, scholarships are available through the District and Council for summer camp. In return, Troop 16 expects the Scout to show good faith by putting forth the effort necessary to earn money by active participation in the various fund-raisers sponsored by Troop 16.

Troop Organization (see page A-2)

The troop is run by the Senior Patrol Leader (SPL), who is an older Scout elected by the entire troop membership. Elections are held in June and if necessary, January. The SPL appoints a staff to help him





in his job, consisting of one or more Assistant Senior Patrol Leaders (ASPL), a Scribe (SCR), a Quartermaster (QM) and a Librarian (LIB). The Senior Patrol Leader leads opening and closing ceremonies at all troop meetings. He assigns specific responsibilities as deemed appropriate, and works on planning troop meeting activities. The ASPL assists the senior patrol leader in conducting meetings and acts as the senior patrol leader in the senior patrol leader's absence. He is responsible for training and giving direction to the quartermaster, scribe, troop historian, librarian and instructors. Each Scout running for

the office of senior patrol leader must be a First Class Scout, must have served as a patrol leader, must be 14 years of age and must have attended (or agree to attend) National Youth Leadership Training.

Scouts in leadership positions are expected to perform their duties to the satisfaction of the Scout Master, or may be denied rank advancement.

A troop guide is an older, experienced Scout appointed by the Scoutmaster and the Assistant Scoutmaster. He helps younger Scouts, as assigned by Assistant Scoutmaster (New Scouts), progress through the ranks of Scouting. The Scouts are divided into patrols of 6-10 members. Each patrol elects a Patrol Leader (PL) to run the patrol. He appoints an Assistant Patrol Leader (APL), and other positions as he sees fit. Patrol Leaders are responsible for their individual patrols at all times. They preside at patrol meetings, as well as control their patrol during troop functions. They represent their patrol at Patrol Leaders Council meetings and report to the senior patrol leader for all matters concerning their patrol. Each Scout running for the office of patrol leader must be at least Second Class Scout except in the New-Scout Patrol. Other junior leader positions include:

- Junior Assistant Scoutmaster -- Appointed by the Scoutmaster
- Chaplain's aide -- Appointed by the senior patrol leader
- Historian -- Appointed by the senior patrol leader
- Patrol scribe -- Appointed by the patrol leader
- Patrol quartermaster -- Appointed by the patrol leader

The Patrol Leaders' Council consists of the Senior Patrol Leader, the Assistant Senior Patrol Leader, the Scribe and the Patrol Leaders. They meet annually to plan the yearly calendar, and monthly to make detailed plans for the following month's meetings. Patrol Leaders Council meetings are held on the first Thursday evening of the month at 7 p.m. at the DePaul Center. The purpose of these meetings is to select and schedule future meeting merit badge sessions, skill building exercises, and games. The Troop Committee interacts with the Patrol Leaders' Council through the Scoutmaster.

The "patrol method" gives Scouts an experience in group living and citizenship. It places a certain amount of responsibility on young shoulders and teaches boys how to accept it. The patrol method builds patrols into strong active units. This is best accomplished through long-term association with shared, common experiences from camping or special events. Troop 16's goal is to maintain a patrol's integrity through as much of a Scout's career as possible. Given the dynamics of the people of our community that is not always possible. If it becomes necessary to reorganize patrols as a result of attrition, then the Scoutmaster and adult leadership will determine new patrol organization.

When instructors are available, the troop offers a Troop Leadership Training course twice per year in the spring and fall. In addition, the Greater St. Louis Area Council usually offers NYLT as part of the





summer camp program. The Elks Club pays camping fees for the troop's quota (usually two boys) to this council course. For a Scout to be eligible to hold a troop leadership position he must have attended at least one of these above mentioned courses or agree to attend the next available course.

Adult Leadership, Training, and Resources (see page A-3)

Adult leadership falls under two major categories: the Scoutmaster/Assistant Scoutmasters at the Troop level, and the Troop Committee. Adult leaders in the Troop exhibit the ideals of Scouting when working with boys. They strive to set the example in their handling of the boys. Standards of conduct in personal habits, language, hygiene and interaction with Scouts are in accordance with the Scout Oath and Law. Positions are filled as supported by the number of adult volunteers. If the number of adult volunteers isn't sufficient to fill all requirements, the committee chairman and/or the Scoutmaster may combine committee or troop positions after gaining approval of the committee. Adult leaders in the Troop include:

- Scoutmaster
- Assistant Scoutmaster for New Scouts
- Assistant Scoutmasters Assigned to Individual Patrols or for Specific Tasks

The Scoutmaster is selected by the Troop Committee for a time period of 1-2 years or more. He is responsible for overseeing the operations of the troop, is a role model for the boys, supervises the Assistant Scoutmasters, and reflects the character of the chartered organization. The Scoutmaster is the kind of person that you want your sons to be influenced by and whose judgment will always be in the best interest of the boys. He also assists in training and giving direction to the Scouts assigned positions of responsibility (i.e., quartermaster, scribe, librarian, and merit badge instructors, etc.). The Scoutmaster serves as the "chief executive officer." The Scoutmaster attends troop committee meetings and reports the status of the troop and the annual program of events.

Assistant Scoutmasters also serve for a minimum of one year. The same standards used for the Scoutmaster apply to the Assistant Scoutmaster(s). Troop 16 has Assistant Scoutmasters that are responsible for new Scout patrols, each regular patrol, and Scout advancement.

The Troop Committee supports the troop program and is comprised of Scout parents and adult volunteers. It is the "Board of Directors" of the troop. Troop Committee members are registered as members of the Boy Scouts of America. The Scoutmaster and the Troop Committee Chairman work together to ensure a good Scouting experience for the boys. If you are interested in serving on the Troop Committee, please see either the Troop Committee Chairman or one of the adult leaders of the Troop. All meetings are open to all interested parents, whether or not they are members of the Troop Committee. The Troop 16 Troop Committee meets on the second Thursday of the month at 6 p.m. in the KC Hall. An annual Parents' Meeting is called by the Committee Chairman, and is essential for successful troop operation. This meeting is the forum for planning troop program assistance, solving troop problems, monitoring troop progress, reviewing troop finances, outings, and planning fund-raisers. The meeting is attended by all parents and committee members. Overall responsibilities of the troop committee are as follows:

- Provides adequate meeting facilities.
- Encourages leaders in carrying out their programs.





- Provides and plans for yearly camping and outdoor programs.
- Is responsible for troop finances, adequate funds, and disbursements.
- Obtains, maintains, and properly cares for troop property.
- Ensures quality leadership is recruited and trained.

Specific officers and responsibilities of the Troop Committee are:

- Chairman: Organizes the committee to see that all functions are delegated, coordinated, and completed. Calls parent meetings.
- Secretary: Records and maintains minutes of all parent's meetings.
- Treasurer: Handles all troop funds and disbursements. Keeps a troop checking account, maintains all Scout individual balances, and collects campout fees, dues, and other contributions.
- Transportation and Troop Outings: Serves as transportation coordinator. Promotes attendance at troop campouts, camporees, and summer camp to reach the goal of an outing per month. Coordinates and recruits adult volunteers for troop outings (including summer camp and the high adventure trip).
- Advancement Chairman: Develops and maintains the merit badge counselor list. Maintains individual Scout's records of advancement and attended troop outings. Secures and presents awards and certificates at quarterly Courts of Honor. Maintains troop roster and adult volunteer listing, and parent guide. Provides new/prospective members of the troop with application forms, resource survey forms, adult application for leader forms. Leads/participates in the troop orientation program for new/prospective members.
- Fund-raising coordinator
- Court of honor coordinator
- Equipment Chair/Quartermaster
- Uniform Exchange coordinator
- Chaplain
- Service Patrol coordinator
- Scout Week/Sunday coordinator
- Order of the Arrow coordinator
- Chartering organization representative: A member of the Elks' Club who serves on the troop committee and acts as a liaison between the troop and the chartering organization. He or she selects a Troop Committee Chairman and encourages training, helps recruit other adult leaders, assists in unit rechartering, encourages service to the organization, and is an active member of the district committee.

Any adult who becomes involved with the troop is strongly encouraged to take advantage of leadership training opportunities and other resources offered by the Shawnee District and Greater St. Louis Area Council, BSA. First, you should become familiar with the Youth Protection Program guidelines. At the lowest level, training involves viewing a "Fast Start" DVD on leadership in the Boy Scouts. We strongly encourage you to participate in further training at a weekend Adult Basic Leader Training course, held at Camp Lewallen in late October or late April. Finally, you can earn a "Ph.D." in Boy Scout Leadership by attending a Wood Badge Training session, held on two 3-day weekends; one session in spring and one in fall, by the Council. Adult leaders are encouraged to subscribe to *The Dufflebag*, the monthly newsletter of the Greater St. Louis Area Council. This is sent free to Scoutmasters and Troop Committee Chairs. The Shawnee District also holds a monthly Adult District Roundtable for announcements and special programs. This is held at the First Christian Church in Cape





Girardeau at 7 p.m. on the first Tuesday of each month. Finally, special skills training sessions are sponsored at irregular times, as announced in *The Dufflebag* and at roundtable.

Changes to the troop operations and procedures require committee approval. Committee Approval consists of presenting the change during a committee meeting, where it is then tabled until the next meeting, at which time all views will be considered and a vote will be cast by registered committee members. A majority vote is required to adopt a change. The Committee Chair and Scoutmaster may veto the recommendation of the Committee if deemed to be in the best interest of the troop.





Outdoor Program (see page A-5)

The BSA program is designed for fun in the outdoors. The Troop generally goes on a camping event once a month. All Scouts will travel in full Field Uniform and will travel as a group. Once at the camping event, no one will be allowed to leave without the authorization of the Campmaster for that event. The activities planned for these events reinforce the skills and ideals of Scouting. These activities are set up by the Patrol Leaders' Council under the direction of the Scoutmaster during the Troop Planning Conference. The Troop Committee Outdoors Chairman, or the Scoutmaster, Assistant Scoutmaster, or other interested committee member(s), make the reservations, transportation, and other logistical arrangements. The individual also serves as Campmaster if they attend the campout. The Campmaster is responsible for arranging for camping facilities, transportation, pay fees, filing camp/facilities request forms, and insure adequate leadership is available. All drivers on Troop 16 campouts must be licensed drivers at least 18 years of age and must have property damage and personal liability insurance coverage at the dollar limits prescribed by BSA. Occupancy limits of the vehicle cannot be exceeded, and each occupant must have a seat belt. Troop 16 generally uses our own tents or makes arrangements for indoor sleeping (in some cases) for field events. Any money due for these events is used to cover the cost of the boys' food for the weekend, and the basic charge is \$20 for the 2008-2009 year. Additional charges may be needed for some campouts where fees are needed (e.g., skiing, rafting). Money due is generally collected at the two Troop meetings prior to the camp-out. It is the boys' responsibility to make sure that deadlines are met so that Patrol Leaders and Quartermasters can schedule their shopping.

Common Sense and "Be Prepared" should be the guiding principles used when the boys are packing for camp-outs. They don't need a great deal of equipment, especially when first starting out (see the Campout Checklist). Plastic cutlery and dishes or items found around the house may be used until the Scout has had time to earn his own equipment. We do recommend, however, that each Scout obtain, as soon as possible, a good quality sleeping bag (until this is possible, please contact the Scoutmaster if you need to borrow one, especially for cold-weather camping). The adult Troop leadership is always available to assist with the selection of equipment within the Scout's budget. The boys should do their own packing, and it is suggested that they pack at least one day prior to leaving on the camp-out. This serves a double purpose: it avoids the last minute rush (which is usually when you get roped into doing the packing for them), and it also allows time to purchase any last minute items.

Electronic games, personal music players and youth cell phone are allowed only in the cars when going to and from the campouts. All devices are to be secured inside the vehicles during the campouts. Fireworks, weapons, laser pointers, and butane lighters are prohibited on troop outings. Outing leaders will confiscate those items if they are found on an outing, to be returned to the parents when the Scout returns from the trip.

Scouts also must have a Totin' Chip in order to carry a pocket knife or handle other wood tools. This card is earned when the boy demonstrates that he can safely handle wood tools, as spelled out in the Boy Scout Handbook. If he shows irresponsible behavior or does not handle the tools safely, the Totin' Chip may be revoked and he will not be allowed to handle the tools until he demonstrates he can handle wood tools safely.

Scouts participating in camping trips are responsible for the cost of the event. The troop dues do not provide sufficient funds to sponsor troop camping trips and events. The adult leader responsible for a particular camping trip advises Scouts in advance of any camp fees required. Prospective Boy Scouts





may be invited to attend camping trips/events in accordance with BSA regulations. A Scout intending to invite a guest for a camping trip should notify the Scoutmaster to insure the guest is factored into the planning for logistic support.

Food is normally the responsibility of the patrol. As part of the camping trip planning process, each patrol determines a camping trip menu during the regular Troop meeting before the campout, then derives a shopping list. The Patrol Quartermaster assigns a member(s) to purchase food. Patrol leaders prepare a duty roster for each camping trip and post it at the patrol campsite. On occasion the troop eats as a unit rather than using the normal patrol method. In these cases, one Quartermaster is designated to plan and purchase food.

Whenever possible patrols camp as individual units and practice the patrol method. Scouts cannot leave a camp site without the permission of the Campmaster, even if parents pick them up during the campout. The buddy system is used on all camping trips; any Scout leaving the camp site will be accompanied by a buddy. All Scouts share in the work and duties of their individual campsites. Patrol Leaders or equivalents establish rotating schedules to assure that work such as cooking, cleaning and wood gathering is done by all in a fair manner. All members of Troop 16 observe the outdoor code. This includes leaving the campsite better than found.

Adult family members are encouraged to participate in troop camping trips, and are not charged a fee. Guest are expected to provide their own sleeping and personal gear, but the Troop provides tents, food, and cooking utensils. Adults on each campout also function as a patrol, with the Campmaster serving as patrol leader.

Departure for weekend outings is Friday afternoon or evening (usually 3:00-6:30) from the parking lot at the Elks' Lodge in Cape Girardeau. Parents receive information on emergency notification when they drop off their sons or before. The troop may stop at a fast food restaurant for dinner. This cost is not included in the campout fee. The troop usually arrives back at the Elks' Lodge at a specified time (usually noon-3:00 p.m.) on Sunday. The Scouts arrange for transportation to and from the Elks' Lodge, although we may make allowances if we get back early or late. We attempt to notify parents if we are going to be late.

Troop 16 typically has one week-long summer camp at Camp Lewallen, Silva, MO in late June or early July. Camp sites and dates are determined by a lottery, but we usually get our first choices. The lottery occurs in October, and we usually know our dates and sites by early November and notify the boys and parents. During most summers, we also attend a "high adventure" camp. In the past, this has included Camp Buffalo Bill in Wyoming and Camp Sabattis in New York state. Younger Scouts may or may not be eligible to attend, depending on camp rules. The timing of these camps is usually known by early in the year (January-February).

Behavior

Certain behaviors are specifically listed here to make it very clear that they will not be tolerated at Troop 16 meetings, campouts, or on any other outings. It should also be noted that these may not be the only intolerable behaviors, but are some that are most likely to occur.

1. Drugs
2. Alcohol





3. Fighting
4. Stealing
5. Tobacco products
6. Profanity
7. Pornography
8. Non-cooperation
9. Fire Arms
10. Sheath knives
11. Harassment
12. Disrespect
13. Any action unbecoming a Scout
14. Endangering others

Should any of these offenses take place, Troop leaders and the Committee will take steps necessary to rectify the situation and provide a continuing positive experience for all the other boys in the Troop. This may be done by talking with the parent and Scout, or in writing, explaining the problem and what will be done to correct the situation. This will be a Troop Committee decision.

New Members

Boys who are interested in joining the Troop are welcome at any Scout meeting for a visit. A new boy is given a Scout application which must be filled out by the parents and the boy. Prorated membership fee which includes insurance, a subscription to *Boys' Life* and registration with the Boy Scouts of America will be assessed at the time of joining. A new Scout is encouraged to get a *Boy Scout Handbook* and a uniform as soon as possible (see section on uniforms). We encourage all parents of new Scouts to come and meet the leaders of the Troop. All Troop meetings and Troop Committee meetings welcome parents.

Due to the cost of equipment, purchasing should be restricted to essential items until you confirm the level of your Scout's interest in outdoor camping. The following personal equipment items will be required at some time during a Scout's career. Discuss equipment purchases with the Scoutmaster and Scout before you make expensive purchases. Sleeping bag (rated to 20 degrees Fahrenheit or lower); mess kit to include plate, cup, spoon, fork and knife; canteen; flashlight with fresh batteries; toilet kit with personal hygiene items to include toothbrush, toothpaste, comb, soap, bath towel, wash cloth, deodorant, etc.; emergency toilet paper; sweater/jacket/sweatshirt in fall, winter and spring; poncho or rain coat; change of socks, underwear and outer wear; and personal first aid kit as described in the *Boy Scout Handbook*.

Boys, ages 10 years and six months and advancing from Webelos, form a "new Scout" patrol. To give these new Scouts the initial attention they deserve, the troop committee designates an Assistant Scoutmaster to work directly with them. If the new joiner is older than 10 years 6 months or has previous Scouting experience, he will be placed in a patrol with others of his age or skill level. The information packet is designed to give a new Scout and his parents details about Scouting and Troop 16. The packet includes the following: this Handbook, Troop Resource Survey; Annual Calendar; Roster of Troop Members; BSA application (both boy and adult); and BSA Unit Accident Insurance Information (this insurance is mandatory and is paid annually during the Troop 16's rechartering). We also ask that you complete a Health History for your son, and have him take a simple physical BEFORE summer camp. Usually, the Troop makes arrangements for free or inexpensive physicals in March or April.





Troop Equipment and Supplies

Troop 16 operates under the old adage "Take care of your gear and your gear will take care of you." The troop committee's responsibility is to secure adequate number of tents, patrol cook kits and other outdoor gear. These are housed in the troop trailer at the Elks' Lodge. Troop equipment includes tarpaulins, tents, saws, shovels and other tools, propane stoves, propane lanterns, Dutch ovens, and coolers. Each patrol has a cook kit in the back of the trailer. The patrol boxes are issued to the patrol leader, assistant patrol leader or acting patrol leader and are returned to the troop Quartermaster in clean usable condition. The troop Quartermaster is responsible for storage and control of troop equipment, ensuring that an accurate inventory of troop equipment is maintained, and that equipment is stored in a clean, neat and orderly manner. The Troop Committee Equipment Chair works closely with the troop quartermaster to maintain the troop's equipment with adequate repair and storage, and also provide recommendations to the troop committee on equipment purchases.

Safety is the primary concern with tools and equipment. The troop furnishes compressed-gas (propane) stoves and lanterns for all camping trips. These items are operated under the supervision of knowledgeable adults and in accordance with the *Guide to Safe Scouting* and the regulations of the camping trip facilities. Lanterns and/or stoves shall not be operated inside tents under any circumstances. All axes, saws, and hatchets shall be kept in an approved sheath when not in use. The troop quartermaster ensures that only equipment which has the required safety sheath is issued.

Willful damage to property is a violation of the Scout Law. "A Scout is trustworthy." Any Scout willfully damaging troop, patrol or personal equipment is subject to committee disciplinary action and afforded the opportunity to replace damaged equipment. Accidental damage to equipment is investigated by the troop Quartermaster under the supervision of the Adult Quartermaster. If it is determined that the accident was a result of negligence, the negligent party is afforded an opportunity to replace the damaged equipment. Gear damaged or worn through normal wear and tear is replaced by the troop as recommended by the Adult Quartermaster.

Service Projects

Service to others is one of the aims of Scouting, and is a requirement for advancement. Accordingly, Troop 16 participates in several service projects annually. One of these, Scouting for Food, is an annual event and occurs in early November. Scouts in Troop 16 are expected to participate in one or both weekends of this canned food drive. Annually, we also assist the St. Vincent Men's Association with the Parish Fish Fry during Lent. We ask the Troop to assist in setup, serving, and cleanup at the Friday event. Other special service opportunities occur on campouts (e.g., cleanups in parks), as part of Eagle projects, or in cooperation with church and civic groups. Providing service to the community is an important part of Scouting.

Youth Protection

The Boy Scouts of America, as one of the largest youth organizations in the world, has taken a leading position on the protection of children. Scouting has established a number of guidelines and training programs in order to take appropriate precautions for the protection of youth. Troop 16 lives by all youth protection rules and regulations by the Boy Scouts of America, some of which are:





- (1) Training of adult leaders in the recognition of signs of potential child abuse.
- (2) The mandatory requirement of reporting any suspected child abuse.
- (3) Requirement of two-deep leadership on all Scouting activities. The BSA Youth Protection Program policy requires that a Scout must have at least one other person with him at each meeting with the merit badge counselor. BSA policy prohibits one-on-one situations between adults and Scouts. The buddy can be a parent or guardian, brother, sister, relative, friend or another Scout
- (4) An extensive adult leader application process with approval by Troop Committee, sponsoring institution and local Council. Adult Leader training includes participation in Youth Protection Training seminars.

In addition, you should read and discuss the pull-out section on Youth Protection in the front of the Boy Scout Handbook with your son. This is required before your son becomes a full-fledged member of the troop.

Boy Scouting Outside the Troop

The Greater St. Louis Area Council and the Shawnee District sponsor several activities during the course of the year. Troop 16 participates in some of these. Each spring and fall there is a District Camporee. The District sponsors a Klondike camping weekend each year in January. Four summer NYLT's are conducted by the Council. Parents are advised to check the Troop 16 calendar and the Council's monthly newsletter, *The Dufflebag*, for a complete listing of these events.

The Order of the Arrow represents a group of honor Scouts. Troop 16 boys in OA are inducted into the An-Petu-We Lodge. Boys cannot "join" the Order of the Arrow - they must be chosen and duly elected by their fellow Scouts. Boys elected into the O.A. are judged by their peers to be those representing the highest ideals of Boy Scouting, and must have attended at least 15 days and nights of troop camping, including one complete week of summer camp and achieved rank of First Class. Troop 16 selects a number of boys to be inducted into the O.A. each year at summer camp. The Order of the Arrow represents a whole new avenue of Scouting entirely independent of the Troop. Order of the Arrow is a service organization, those scouts who do not intend to participate may decline election.

Older Scouts (age 14 and completed 8th grade to age 20) are eligible to join a Venture Crew or Explorers. These units accept boys and girls with interests in high adventure activities or other specific interests. Contact a Venture Crew member or a Crew Committee Chair for additional information.





Glossary

(Abbreviations & Acronyms in Scouting; Compiled and Edited in part by Ric Koval, Feb 1996)

The abbreviations we use in Scouting oftentimes confuse people and do not lead to the clarity of purpose. Also, it almost began to sound like technical jargon, designed to keep new people out rather than include and welcome them into the Brotherhood of Scouting. So, among other things, this list is provided to aid understanding of the language of Scouting. This list is NOT exhaustive; there are many other terms used for programs and offices and titles that are not included.

ACRONYM - Always Confused Regarding Official Names You Make-up - The Acronym for "Acronym".

APL - Assistant Patrol Leader - Youth second leader of a patrol. Appointed by the PL to help him and take his place in his absence. A member of the PLC which runs the troop. See Also: PL

ASM - Assistant Scoutmaster - A commissioned volunteer, 18 or older, appointed by the chartered helps to run the troop with the SPL and the PLC. See Also: SPL

BLT - Basic Leader Training (short for Adult Basic Leader Training). The first step in becoming a trained leader, involving a commitment of one weekend at Camp Lewallen.

BOR - Board of Review - A review held to determine if a Boy Scout has satisfactorily completed rank advancement requirements. May also be held as an incentive for Scouts not advancing. For first 5 ranks, BOR is held by the troop committee, for the Eagle Scout rank, the council decides whether district or council advancement committee is responsible. See Also: COH

B-P - Baden-Powell, Robert Stephenson Smyth - Founder of the worldwide Scouting movement. Born in London, Feb. 22, 1857. Created a Baron in 1929. He is referred to as Lord Baden-Powell of Gilwell, Chief Scout of the World. Died Jan. 8 1941.

Camporee - Derived from two words: camp and jamboree. A district of council troop activity to demonstrate techniques of living in camp. Involves a one- or two-night camping experience. May involve Scoutcraft competition.

CC - Committee Chair- The adult leader of the troop committee, may also be a member of the chartered organization. Provides the motivation and direction to the committee to get the Troop Program implemented, as decided by the PLC. Also, Pack committee chair - provides organization to pack committee to carry out pack program.

Chapter - An organization of Order of the Arrow on the local level.

Field Uniforms - Full Boy Scout uniform, including Scout shirt with appropriate patches (tucked in); Scout belt; Scout shorts, pants, or blue jeans; and Scout socks. Special events may also require red neckerchief and merit badge sash.

Activity Uniforms - Scout uniform that includes a Boy Scout t-shirt; Scout belt; Scout shorts, pants, or blue jeans; and Scout socks (with shorts).

CM - Campmaster - A volunteer Scouter trained to assist in short term camping. An adult is designated to plan and take this title for each Troop 16 campout

CO - Chartered Organization - A religious, civic, fraternal, educational, or other community-based organization that has applied for and received a charter to operate a BSA Scouting unit.

Coach - The commissioned volunteer Scouter, 21 or older, appointed to lead a Varsity Scout team. See Also: Varsity Scout

Commissioner - A volunteer Scouter who works with packs, troops, and teams to help the units succeed. In addition to council commissioner, there are district-, assistant district-, roundtable-, huddle-, program-, and unit commissioners.

Crackerbarrel - A gathering of Scouts and/or Scouters for friendship and fellowship with light snacks and refreshments.





- Crew Chief** - The elected youth leader of a Venture Crew. See Also: Venture
- DE** - District Executive - A professional Scouter who works under the direction of the Scout Executive and is responsible for the achievements of the district.
- DAM** - District Award of Merit - A recognition for Scouters who give noteworthy service to youth at the District/Exploring Division level.
- DC** - (1) District Chair - The volunteer chairperson of the district committee; (2) District Committee - A group of volunteer adults responsible for carrying out the council program within their district; (3) District Commissioner
- Fast Start** - A preliminary training session with three part video explaining Troop organization, Troop meeting and, The Outdoor Program. Usually 3-4 hours.
- Gilwell** - Gilwell Park - The training center of the British Scout Association and the original home site of Wood Badge Training. Located in Epping Forest, England.
- Good Turn** - Good Turn is a distinctive feature of Boy Scouting and its emphasis upon service to others, The Good Turn habit is one that all Scouts try to acquire.
- Instructor** - This youth leader helps other youth members with rank advancement; appointed by the SPL with the advice and consent of the SM. Also, any youth or adult who can teach or instruct others on parts of the Scouting program.
- Jamboree** - Jamboree - The term chosen by B-P to describe the first international gathering of Scouts camping together in London in 1920. The term is used to indicate a national or world gathering.
- JASM** - Junior Assistant Scoutmaster - Scouts, 16 or older, who help the SPL; appointed by the SPL with the advice and consent of the SM.
- KIS-MIF** (Keep it simple- Make it fun.) - A guiding principle for planning Scouting activities
- NESA** - National Eagles Scout Association - This group provides an opportunity for all Eagle Scouts to retain identification with Scouting through service to the local council in which they live.
- Northern Tier** – High Adventure Canoe Base out of Ely, Minnesota
- NYLT** –National Youth Leadership Training Camp - a week-long JLT
- Philmont** - Philmont Scout Ranch - The 136,000 acre Scout reservation near Cimaron, MN. Each year Philmont hosts Scouts and other groups participating in high-adventure hiking and treks. A rugged, outback experience usually lasting 11 days.
- PL** - Patrol Leader - Youth leader of a patrol consisting of between 5-8 other boys. As a member of the PLC he helps make the decisions that run the troop. He appoints his APL
- PLC** - Patrol Leaders Council - The youth leaders of a BSA troop. The PLC consists of the SPL, ASPL, PLs, APLs. They should be trained by the SM, through Troop JLT, to do the planning and running of the troop. See Also: JLT
- Rechartering** - Annual renewal of the charter for a troop, as well as the registration of Scouts and Adult Leaders.
- Sea Base** – High Adventure water based camp out of the Florida Keys.
- SOAR** - Save Our American Resources - A conservation program for Tiger Cubs, Cub Scouts, Boy Scouts, Varsity Scouts and Explorers that involves identifying environmental needs, acquiring the skills to meet those needs, and carrying out a meaningful project.
- SM** - Scoutmaster- Adult leader head of the troop. A commissioned volunteer, 21 or over, appointed by the chartered organization. Provides direction and training to the Scouts so they can run a troop more effectively. Works with the troop committee and the chartered organization representative to provide program opportunities and direction.
- SPL** - Senior Patrol Leader - Youth Leader of the troop. He is elected by the members of the troop and is the head of the PLC. He appoints his ASPL.





TC - (1) Troop Committee - A group of adult volunteers led by the CC to get the troop program implemented, as decided by the PLC. (2) Troop Commissioner

TG - Troop Guide - A youth leader who works with the new Scout patrol in the troop; appointed by the SM in consultation with the SA responsible for the new Scouts.

Totin' Chip - a card a Scout receives when he demonstrates he can safely handle wood tools.

TLT – Troop Leadership Training - A training course for junior leaders conducted by the council featuring Scoutcraft and leadership skills. May be up to a week long. Also refers to a Troop JLT conducted by the SM and SPL. A weekend devoted to building the leadership team and planning the troop program.

TRS - Troop Resource Survey - A survey of the talents, skills, and interests of adults who could provide program assistance to the troop.

Two-deep Leadership - having at least two adult leaders present at all times at a Scouting event.

UC - Unit Commissioner - A volunteer Scouter who works with packs, troops, and teams to help them succeed. Carries information and questions to and from the unit, to and from the local council

Venture - High adventure activities for a patrol (Venture Crew) of Boy Scouts, 13 and older in a troop.

Wood Badge - A training award granted upon completion of the Wood Badge course. A leather thong with two wooden beads, a special neckerchief, and a slide (woggle) are worn by those who have completed training and service items. Wood Badge teaches leadership and troop operation skills.

YPP - Youth Protection Plan - Guidelines and policies, in place, to help fight child abuse. This BSA Emphasis fights child abuse by teaching youth the "three R's": Recognize, Resist, and Report child abuse; by helping parents and Scouters learn to recognize indicators of child abuse; and by teaching them how to handle child abuse situations.





TROOP 16 SCOUT CAMPOUT CHECKLIST

CLOTHING

- Scout Uniform (Field Uniform)
- Scout Uniform (Activity Uniform)
- Complete Change of Clothing
- Rain Gear
- Extra Pair of Shoes
- Hiking Boots or High Top Tennis Shoes
- Layered Clothing Appropriate for

Weather

- Coat Appropriate for Weather
- 4 Pairs of Socks
- Sock Liners for Long Hikes
- Gloves
- Hat

SLEEPING

- Sleeping Bag & Extra Blankets (if needed)
- Foam Pad
- Plastic Ground Cloth (3' X 7')
- Sweats, Dry Socks, Knit Hat or Hooded Sweatshirt to Sleep in

EATING

- Cup & Bowl or Mess kit
- Silverware

MISCELLANEOUS

- Personal Toiletries
- Towel
- Personal First Aid Kit
- Water Bottle or Canteen (Filled)

- Flashlight & Extra Batteries
- Pack or Duffle Bag
- Boy Scout Handbook*
- Notebook
- Pen
- Non-aerosol Insect Repellent
- Pocket Knife with Totin' Chip
- Spending Money
- Specialized Equipment for Specific Campouts
- Whistle

OPTIONAL

- Handkerchief
- Compass
- Sewing Kit
- Camera
- Bible or Prayer Book
- Nature Books
- Sunglasses
- Binoculars

SUMMER CAMP

- Sunscreen
- Fishing Gear
- Swimsuit
- 2 Towels
- Scout Shorts
- 2 Hangers
- Water Shoes
- Health Form
- Wallet (Money and ID)

***All medication must be given to an adult leader.

***Please put your name on all your gear, if possible.

***Scout Uniform (Field Uniform) is to be worn when leaving for a campout and for the return trip.

***Refer to your *Boy Scout Handbook* for additional items needed for backpacking.

The troop camps year-round. For cold-weather camping, additional equipment is necessary. With proper equipment, cold-weather camping does not mean being cold. The sleeping bag should be rated for about 20 degrees, *or a liner or cover for the regular bag can work*. Warm footgear is essential. Tennis shoes with snow boots do not work. Good insulated boots are best. Socks should have no cotton content. Wool or synthetic pile are the socks of choice. Polypropylene or silk sock liners help a lot. Bring plenty of extra socks. Clothing should consist of three layers. None of the layers should be cotton if possible. The inner layer should wick moisture away from the skin (polypropylene underwear works well). The second layer should trap an air layer (pile and fleece work well). The outer layer should stop the wind (Nylon is good). A good hat and gloves finish the outfit. Wind-resistance is a good feature.





Bring extra hats and gloves, because with Scouts, these tend to get wet and/or lost. Special equipment is also needed for backpacking trips, and will be discussed as needed.





To affirm that you have read and agree to abide by these guidelines, we ask that a parent and the Scout sign below, detach this page, and return this page for our Troop records.

Parent or guardian

Scout





Steps to Rank Advancement

1. **Contact Advancement Chairman to:**

- a. Make sure he has all regular requirements recorded
- b. Make sure you have the camping requirement fulfilled
- c. Check to make sure you have attended enough regular troop meetings



2. **Contact the Treasurer** to verify that all your dues and fees are paid.



3. **Schedule a Scoutmaster Conference**

- a. Bring up-to-date patrol book printout from the Advancement Chair
- b. Show up in full Field Uniform uniform
- c. Bring your *Boy Scout Handbook*, with requirements initialed



4. **Schedule a Board of Review**

- a. Bring up-to-date patrol book printout from the Advancement Chair
- b. Show up in full Field Uniform uniform
- c. Bring your *Boy Scout Handbook*, with requirements initialed

