

Troop Handbook

Troop 28

War Eagle District
Mid America Council
Boy Scouts of America

Charter Organization Sponsor:

McCook Lake Chapter
Izaak Walton League
North Sioux City, SD

ACKNOWLEDGEMENT OF RECEIPT

I, _____

Parent or Guardian (printed)
am the Parent or Guardian of

Scout's name (printed)

and have been presented a copy of the Troop 28 Parent Handbook on this date _____ and I agree to read it thoroughly and submit a copy of addendum #3 within 14 days or 7 days prior to any Troop 28 outing or whichever comes first.

This form must be on file for your scout to attend any event.

(Parent or guardian signature)

(Parent or guardian signature)

INTRODUCTION

Congratulations, your son has joined Troop 28 of the War Eagle District, Mid America Council, Boy Scouts of America. We welcome him and look forward to helping him as he continues his Scouting experience. There are some things that you should know to help your son with his transition into the Boy Scout Program.

OVERVIEW

All Boy Scout troops are led by a group of volunteers. Troop 28 is comprised of a Scoutmaster and Assistant Scoutmasters. They are part of a larger group making up the Troop Committee. This Committee also includes a Committee Chair, Secretary, Treasurer, Advancement Chair and other sub-committee chairs. All parents are welcomed and encouraged to become part of the Troop Committee.

It is the objective of the adult Scout Leadership & Committee of Troop 28 to provide an effective program designed to build desirable qualities of character, to train in the responsibilities of citizenship, to develop in personal fitness, and to allow for growth in religious goals. It is the Troop Leadership goal to help develop American Citizens who are physically, mentally and emotionally fit and who have a high degree of self-reliance as evidenced in such qualities as initiative, courage and resourcefulness.

The standards of our troop are spelled out in the Scout Oath, 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.

This Handbook is divided into sections, which provide information to new Scouts and their families so that they can become familiar with the Troop. An explanation of the responsibilities of each Scout, Adult Scout Leader and Parent or Legal Guardian is included.

SCOUT CONDUCT

It is to be understood that the safety of the Scouts and Adult Scouter's is paramount. Any action, which could jeopardize the safety of an event, will not be tolerated. Any physical threat or act, or verbal threat or act against the health and safety of a Scout or Scouter or against the personal property of the Troop, Scout, or Scouter will result in the immediate dismissal of the Scout from the activity. The parents of the scout will be called and the Scout will be picked up immediately. The physical act can include any contact with one individual with another without their consent. The Scout will be dismissed from all future activities until the event is formally reviewed as directed by the policies of the Mid America Council and national organization. The Troop Committee will have the authority to investigate the event and render a judgment. Should the situation warrant, the Scoutmaster, Troop Committee Chairperson, or Charter Representative shall notify law enforcement authorities in a timely manner.

If a Scout causes or inflicts damage to Troop property or personal gear of others they will be held financially responsible for its replacement within a reasonable amount of time.

Serious and/or repetitive misbehavior by any youth during Scout events including the use of tobacco products, cheating, stealing, dishonesty, swearing, fighting, gambling, cursing or lewd or inappropriate sexual reference or comments, will result in disciplinary actions and the loss of privileges at the discretion of the Troop Committee.

MEETINGS

Troop 28 meets the first and third Sunday of every month. Our meetings are normally held in the North Sioux City Senior Citizen Center from 6:00 p.m. until 7:30 p.m. The first meeting of the month will always be at the NSC Senior Center unless there is an unusual circumstance. The second meeting of the month, held on the third Sunday of the month, may include an activity or event where the meeting will not be held at the NSC Senior Center.

There are holidays and special events that may necessitate the movement of meeting times, or in some cases not having a meeting on the typical scheduled Sundays (e.g. Mother's Day, Easter, Super Bowl Sunday). Following the schedule of meeting events on Scoutbook (see below) is therefore of utmost importance. If the meeting is to be held at a different location, your son will be notified by his patrol leader prior to the meeting.

All troop meetings are planned at least one month in advance at the PLM (Patrol Leaders Meeting) and are then subject to approval by the Troop Committee and reviewed by the Chartered Organization Representative.

Troop meetings are not to be held at private residences due to liability concerns. In the unusual case where a troop meeting is being considered to be held at a private residence because of unique circumstances (e.g. activity opportunities not available anywhere else, skill development requiring unique equipment that only the private individual owns, etc.) the proposed meeting must be reviewed and approved by the Troop Committee and the COR 30 days prior to the event/activity, along with a written plan including a meeting agenda and list of adult leadership that must be at least 3 deep, not to include the resident who is hosting the meeting.

TROOP COMMUNICATION

All Troop communications will be completed through our SCOUTBOOK web application, which can be found at www.scoutbook.com

- All messages shall be communicated to adult parents through this National BSA approved web application.
- Posting of events, activities, and meetings to Scoutbook is the explicit domain of either the Committee Chair or Committee Secretary. If a scout, parent, or other leader wishes to have an event posted, they should contact the Committee Chair or Committee Secretary who will then, in turn, post it if the event is approved.
- Monthly event calendars showing events dates and information can be reviewed on a regular basis to verify troop activities.
- All scout information such as Rank, Merit Badge and other information about your scout is available online through his Scout account.
- Upon joining Troop 28 your scout will be inputted, and you shall receive an invite to join the group. Please fill out and edit profiles on both you and your scout.

PLEASE NOTE: The system will not allow the troop to input your scout's individual email accounts so your scout will not receive any emails unless you place him on an alternate email list under the parent, so it is important that you inform him of information or you forward it to his personal account. The National organization considers this a youth safety item to not place your son on any mailing list.

From time to time you will also receive emails from the troop youth Senior Patrol Leader to get information out to his patrol leaders and scouts, please forward this information to them in a timely fashion.

As a parent the administration option will give you 80% control of your and the scout's accounts for approximately 15 days to get the correct information placed and edited after you receive the corresponding invitations. After this, you as a parent will only be able to view you son's account, but your son will be able edit his accounts to input completed rank and merit badge requirements and other pertinent information. Please note these requirements will be inputted, but not approved for award until reviewed by the required representative for those final approvals.

It's your scout's responsibility to maintain his account once it has been inputted.

SCOUTBOOK is continually upgrading the program and if you would have an idea on how to improve it please let the troop webmaster know and he can relay those suggestions on to them to see if we can make those improvements.

The troop also has its own website located at www.bsatrop28.org This website is intended to be mainly an informational and historical resource and for public relations purposes. The website has several links to commonly needed forms and to the Mid America Council website, where all relevant information can be found. It is NOT intended to serve as a communications tool amongst the Troop members or parents. It is, however, important that the website be reasonably maintained and updated. If you have a suggestion, picture worthy of upload, or some other suggestion, please bring this to the PLC meeting.

From time to time an email will be sent out by scoutguy28@evertek.net which is the troop committee chair, Marty McGlothlen's email address for important information and/or when scout book is down for maintenance or upgrades.

APPLICATIONS

All Scouts and Leaders are required to register with the Boy Scouts of America. Your Scout needs to complete a Boy Scout Application Form and a health history form. These forms and the required payment should be completed at the first meeting your son attends. The payment covers the registration of your Scout, Boys Life magazine and fees. Typical fees cover council and national dues, Boys Life subscription (optional) and BSA insurance coverage. Troop dues are paid annually in December of each year. If your scout has transferred from another Unit or has crossed over from a Cub scout Pack and your yearly dues & Boys Life subscription are current, a \$1.00 fee is only required for that chartered year and balance of troop dues for the year. At this point in time, the Application Forms are paper only, so they must be obtained from the

Scoutmaster or Assistant Scoutmasters, or the Committee Chairman. Health History Forms can be downloaded and printed from the links on either the Troop or Council websites.

MEMBERSHIP OR “JOINING” REQUIREMENTS

You will need to have “The Boy Scout Handbook”. Please have your son write his name on his book right away in an obvious place. He should then read pages 1-3. On page 4 are the Boy Scout Joining Requirements. As a parent, you will need to review and complete the 7th requirement with your son – complete the exercises in the pamphlet “*How to Protect Your Children from Child Abuse: A parent’s Guide*”. Your son, with the help of the assistant scoutmasters, will complete the other requirements. ***This is a big difference from the Cub Scout Program – Parents may not sign off requirements for their sons.*** All requirements will be approved and signed by the Scoutmaster, assistant Scoutmaster or a registered Scouter. Your son should complete the joining requirements in the first few meetings.

SUMMER CAMP

Your son will be eligible to go to the week-long summer Boy Scout Camp. Our troop will have a minimum of 2 registered BSA leaders plus 1-2 adults going with the boys. More information will be coming out as the camping dates drew closer. If you have any questions concerning summer camp, please contact the Scoutmaster or the Summer Camp Organizer.

TROOP ORGANIZATION

The goal of the Boy Scouts of America is that a Troop be a youth-run organization supported by the adult leadership of the Troop. The adult leader and the Troop Committee members strive to see that this objective is fulfilled.

ADULT LEADERSHIP

There are several levels of adult participation in Troop 28. The most familiar to each of you will be the Scoutmaster. He is the adult leader that the Scouts look to for assistance and direction. The Scoutmaster has several Assistant Scoutmasters assisting him in these duties. In addition to the Scoutmaster and Assistant Scoutmasters, there are usually several trained adult leaders filling various other positions within the Troop such as Troop Committee Chairperson, Secretary, Treasurer, Advancement Chairman, Quarter Master, Camping Chairman, Fundraising Coordinator, Scouting Coordinator, and Order of the Arrow Director. The troop conducts PLC (Parent, Leader & Committee Meetings) on the 2nd Sunday of each month from 5:30 -7:30. Parents are encouraged to attend if they wish and can participate by sharing ideas, concerns or problems.

YOUTH LEADERSHIP

The Scouts are organized into a Troop. For those of you coming from a Cub Scout organization, this is like the Cub Pack. The Troop is broken down into patrols of approximately 8 to 10 Scouts. Patrols are given a limited amount of time to meet at each Scout meeting. Additional

Patrol meetings may be called by the Patrol leadership or the Scoutmaster. When the Troop is camping, each patrol usually from a working group for the camping activities.

The youth elect leaders for both Troop and Patrol leadership positions. Leadership positions are required for advancement in the Star, Life, and Eagle Ranks. **Scouts in positions of responsibility must maintain a minimum of 50% attendance at troop meetings and must maintain a minimum of 50% attendance at monthly Patrol Leaders Council meetings.** When a scout is elected, he will receive a copy of his duties as set forth in the BSA Junior Leader Training Guide. These requirements must be fulfilled to receive credit for his position.

Elected Troop positions include:

- Patrol Leaders (Cobra - Dragon - Scorpion)
- Assistant Patrol leaders
- OA Representative
- Scribe
- Quartermaster
- Librarian
- Chaplain
- Historian

In addition to the above, the Scoutmasters, with input from the Senior Patrol Leader appoint an Assistant Senior Patrol Leader. This is also a position of responsibility. The Scoutmaster may also appoint Scouts to non-elected position of responsibility such as Cub Scout Den Chief, Instructor, or Troop Guide.

The Assistant Senior Patrol Leader automatically becomes the Senior Patrol Leader at the end of his tenure, unless the Scoutmasters determine that the Assistant Senior Patrol Leader has not fulfilled his duties or is unfit for the position. In this case, the Scoutmasters may appoint the Senior Patrol Leader from some other leadership position.

In order to hold a Troop position, a Scout must attend a Junior Leader Training meeting before the nomination and election process and the candidate must hold the Second-Class Rank. The purpose of this training is to acquaint the youth with the duties and responsibilities of elected and appointed positions.

Elected Patrol positions include the Patrol Leader & Assistant Patrol Leader.

To hold a Patrol Leader position, a Scout must attend a Junior Leader Training meeting before the nomination and election process. The Scoutmaster may also appoint patrol positions such as a senior patrol leader, assistant senior patrol leader which will be in training for the term and in which he will move up to senior patrol leader in succession.

In the patrols, the assistant patrol leader position will be elected by his patrol during elections, and the patrol leader will be moved up from the assistant patrol position after his previous 6-

month term. At any time if the scoutmaster feels the scout is not ready or is not fulfilling his requirements, adjustments can be made in positions.

The youth leadership elections of the Troop 28 are held twice each year, in March & September. The Patrol Leaders Council comprised of all Scouts holding elected and appointed positions, meet to set the Troop calendar of events for the year. They plan the theme for each of the next six months. The adult leadership then helps the Scouts to see through the activation of the plan. The Patrol Leaders Council comprised of all elected youth leadership positions, meets once a month on **the second Sunday at 5:00** with the adult leadership to finalize plans for the next months' meetings and the activities that are to be planned at this meeting. This meeting is referred as a Patrol Leader Meeting (PLM).

Regarding the requirement concerning the Eagle-required leadership positions, Troop 28 recognizes the following positions for the leadership requirement: Assistant Patrol leader, Patrol leader, Assistant Senior Patrol leader and Senior Patrol leader. Please do note, national guidelines do say that all elected positions are considered leadership positions other than assistant patrol leader, but when working towards Eagle rank we feel the scout should perform one of the 4 patrol positions of greater responsibility.

The Junior Assistant Scoutmaster Position is only awarded to a scout after he has obtained the rank of Eagle and is of the age of 16. He will work with the troop leadership corps as a scout mentor to help younger scouts within the troop as approved by the Troop Committee. He will have shown true leadership skills while holding previous positions in the troop and must show good mentoring skill with younger scouts.

PARENT PARTICIPATION

As a parent, we encourage you to become involved in our scouting program. We hold Troop Parent Leader & Committee (PLC) meetings on the second Sunday of every month 5:30 - 7:00 pm. All parents are invited to attend. You can help by serving on committees for certain events or providing transportation. One could also become involved by registering as a merit badge counselor, a troop committee member, or as an assistant scoutmaster.

Weekly meetings are held for the scouts, we ask that all parents please respect their scout and program and to meet in a different room or outside while meetings are in place. This way your son will learn to become independent and become a key person in his patrol or leadership position. All adult personnel in the room with the scouts shall be registered scouters in the troop. This includes scoutmasters and committee members. If you wish to attend a scout meeting you should request this with the scoutmaster for approval and the reason for the attendance, but please do respect his decision no matter what it may be. If you would like to visit with a scoutmaster or a committee member please do not hesitate to ask, but this meeting will be held outside of the troop meeting area.

The continued success of Troop 28 relies on the active participation of the Scouts and the parents. If everyone helps a little, each load is lessened. If you are called to help, please say "Yes!". If you are not called but see or hear of a project that you think you could help with,

please call an adult leader and volunteer! There are many jobs to do to keep the Troop functioning at the level of programming that we are. WE NEED YOU! Your knowledge, experience and ability may be just what one or more of our Scouts needs.

PLEASE VOLUNTEER and assist to maintain that we provide the best program available for your son. Following is a list of the current adult assignments that are keeping this Troop running.

Fund raising possibilities:

- Yearly sales event
- Community Events & Service Projects

Leadership Guidance

- Merit Badge Councilors
- Camping Assistance
- Camping Chairs
- Scheduling & Transportation
- Equipment appropriations & Maintenance

Monthly Program Assistance

- Activities Director
- Court of Honors
- Green & Gold Banquet

UNIFORMS

Troop 28 has three different types of uniforms that are used during the year. This can seem overwhelming for new Scout's parents. Scouts are expected to wear a uniform to all scout meetings and functions unless prior notifications are given. They will be notified about the changes in the required uniform as appropriate. **Be Sure and Mark Each Piece of the Scout Uniform and other Personal Equipment.** We have many people in the Troop and it is hard to keep everyone's equipment separate. Below is a description of each uniform and the activity that it is used for.

CLASS "A" OR FIELD UNIFORM

The Class A or field uniform is the traditional Boy Scout Uniform. We wear this uniform to Scout meetings held during the school year and for all "official" Scout events such as Camporees, Klondike Derby, Worship Service on Sunday camp-outs, and Courts of Honor. Your son can wear the Arrow of Light emblem and the religious knot that he earned as a Cub Scout on his Boy Scout Shirt. The Troop will provide each scout with a patrol patch. The essential parts of this uniform consist of of the Scout Shirt (tan, either long or short sleeve) and

emblems to include the United States flag and World Scouting Emblem. The remaining required emblems for the Class A uniform are supplied by the Troop and consist of the following:

- Shoulder tabs (green epaulets)
- North Sioux City, SD Community Patch (this is specific to our Troop and replaces the MidAmerica Council patch. It is a “throwback” patch consistent with how units were identified for the first 60 years of Scouting)
- Patrol patch
- Neckerchief & Slide (green neckerchief)

Please note that gym shorts, sweat pants, swishy shorts or athletic pants are not acceptable to be worn with Class “A” field uniform, per national guidelines.

We recommend that each Scout acquire the above items as soon as he joins the Troop. In addition, as you become familiar with our program and as finances allow, we suggest that the following parts of the Class A uniform be added:

- Green Scout pants and/or shorts
or official BSA Switchback pants/shorts combo
- Webbed Scout Belt and Buckle (green)
- Scout socks (green) short for summer, long for winter
- Green Merit Badge Sash w/ shoulder loop pin.

If a Scout does not have Scout shorts or pants, jeans in good condition are acceptable until they can be purchased. Please note that there may be certain events that require full Class A uniform.

CLASS “B” ACTIVITY UNIFORM

The Class “B” or Activity Uniform is worn to Scout meetings when school is not in session. We also travel in the Activity uniform. (We are required to be in uniform as we travel for the Scout insurance to be in effect). The Activity uniform consists of:

- Tan Scout activity polo shirt purchased thru the troop for \$15.00
- Tan/green Shorts or BSA Switchback pants/shorts
- Scout Socks
- We recommend that you acquire the tan Scout activity shirt as soon as your able to. The shorts are not required or needed until the summer months. During the winter, it is customary for the boys to wear switch backs or jeans with the activity shirt when we travel.
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CLASS “C” UNIFORM

The Class “C” uniform consists of the Troop 28 Specific Scout tee shirt or another tee shirt from any Scout event or location. These uniforms are required to be worn at camp. For example, at Scout Camps, anytime the Scouts leave the Troop camp site, they are required by the Camp to

have on either their Scout uniform, the activity uniform or a Scout Camp or BSA related tee shirt. The boys will usually acquire one of these tee shirts as a souvenir and it can be worn to other Troop events.

Troop 28 Class C shirts can be purchased from the Troop at \$15.00

No other non-related BSA Headwear, T-shirts or sweat shirts shall be worn with any other printing on them. If you do not have a Class C shirt a PLAIN shirt will be acceptable.

SOURCE OF UNIFORMS - MARKING SCOUT UNIFORMS AND EQUIPMENT

The War Eagle District Scout Shop carries a full line of Boy Scout and Cub Scout supplies. We encourage you to shop at the store. If you cannot find an item you need, it can be ordered from the Scout Shop. Please make as many purchases at the scout shop all sales are tax free and help support scouting and keep our local office here in Sioux City. Online shopping is available at www.scoutstuff.org

Be Sure and Mark Each Piece of the Scout Uniform and other Personal Equipment. We have over 30 people in the Troop and it is hard to keep everyone's equipment separate.

FINANCIAL INFORMATION

NEW MEMBER REGISTRATION

When a Scout joins the Troop, he needs to complete an application form. If the Scout is transferring from another Scout Troop or Cub Scout Pack, his transfer fee is \$1. If the boy that is joining the Troop is not currently a registered Scout, there is a registration and Boy's Life fee that is assessed on a sliding scale based on the joining date in relation to the annual registration date.

New scouts new to scouting will need to fill out registration forms and pay a prorated fee for council, national, boy's life and troop dues upon joining for the remainder of that fiscal year.

ANNUAL REGISTRATION

Each calendar year the Troop is re-chartered with our Chartered Organization, McCook Lake Chapter of the Izaak Walton League and each Scouter is required to pay the annual BSA registration. BSA Insurance and (Optional)Boy's Life fees for the next 12-month period and paid on December 15th of each year.

DUES

Dues are monthly and due in one lump sum on December 15th of each year whether the Scout attends the meetings & outings or not. The Dues collected help cover the cost of awards for the Scouts and meeting supplies. Awards include, Camp patches, merit badges, rank awards, leadership patches and other special awards. Dues should be made payable to Troop 28.

FUNDRAISING

Troop 28 previously participated in the national and Council popcorn sales program from its inception until 2018. The Troop Committee voted in the fall of 2018 to cease popcorn sales activities in favor of an alternate fundraising opportunity, which will be determined by the Troop Committee on an annual basis. For historical purposes, the following information is included in this handbook:

Popcorn Sales:

Door to Door sales: are set rate at a goal of a scout's total sales. That rate is 30% which will be applied to the scout's annual goal to pay for his year in scouting.

Site Sell program: Troop 28 completes site sales as a "Troop Team" and all sales are considered lump sum. At the end of the campaign total net funds are divided equally on a per share basis on how many times your scout attended a site sale. For example, if the troop netted X dollars, the approved and confirmed schedules show that a total of times scouts attended site sales, that is divided into the net to determine a share factor, then your scout is calculated the he attended X times and multiplying that by the share factor to determine his total goal funds to be applied to his next year in scouting to be completed by the list of activities by Jan 15th of each year.

For example: gross sales \$24,000 x 30% total net profit sales were \$7,200 and we had a total schedule scouts of 150 times each share would be worth \$48.00 your scout attended 11 site sales so you would have $11 \times \$48.00 = \528.00 raised for his goal.

All funds raised will be applied towards each scout's goal to pay for his year in scouting.

Parents do not receive any shares, funds, credits or commissions for any fundraising programs, but are encourage to help their scout but please keep it to a minimum, remember the scout is to raise the funds to promote himself and his troop.

Please note that on our council commissions we receive 34% Commissions and a 3% bonus for our Leadership and popcorn Kernel attending training meeting. So the troop receives a total of 37% . we do not take the prizes that are list on the popcorn sales sheets but take full commissions. Of this commissions the scouts receive 30% and the troop receives 7% which is applied to the annual troop budgets to maintain the troop.

TROOP ANNUAL BUDGETS.

Troop 28 has an annual budget that is reviewed every year to verify that the unit is self-sustaining and a not-for-profit organization. Over the years the troop has maintained and kept track of our annual expenses and has elected to have the scouts pay monthly dues which are due on December 15th annually along with their re-charter national BSA annual fees.

The troops annual budget base on 25 scouts is estimated at \$3,500.00 +/-.

The troop general funds are used for the following items: annual BSA charter fees, National BSA insurance policies, subscriptions to Boys Life, purchases of merit badge patches, position patches, patrol leadership patches, patrol patches, Community patches, Journey to Excellence patches and all other recognition patches, leadership annual renews, training, leadership district awards banquets, Court of Honor supplies and Food, license of the troop trailers (3), maintenance of those trailers, insurance, equipment purchases and repairs and replacement, safety items, 20' Conex box rental fees, PO Box ½ fee, Eagle Scout kits, new scout crossover kit, Scout training materials, Merit badges supplies and materials, meeting materials, promotional materials and supplies, fees for 2 leadership fees to short and long term camps, scout camperships, fundraising promotional items, promotional materials, troop awards, possible fuel reimbursements for scout transportation, and troop trailer tow vehicle to and from camps and other scout related items.

So the funds collected for the troop general account all return to the scouts one way or another.

The troop maintains the general account and only collects what is needed to maintain the program to a high standard and not to profit from the scouts. If these funds are not enough to cover troop general expenses then additional funds must be raised thru, fundraising, increased monthly dues, adjustments to fundraiser commissions or donations / sponsorships / scholarships approved by the troop committee.

INDIVIDUAL SCOUT ACCOUNTS

As of October 9, 2016 all scout accounts ceased to exist per the parameters placed on all units per National Boy Scouts of America and per the War Eagle District and Mid America Council policies.

IRS and National BSA has declared that scout accounts are an income factor and all units may possibly jeopardize the 501c3 statuses of their chartered organizations and the BSA themselves. If this practice were allowed to continue, the IRS had indicated that the chartered organizations would be required to issue a 1099-MISC to all scouts who generated income that could be identified to an individual scout account for their parent annual tax returns.

In order to be in compliant with the IRS and National BSA, at the October 2016 Parent Leader and Committee (PLC) meeting, it was voted on and declared that all scout accounts will terminate, and all funds will in the future be pooled and belong to the chartered organization,

account administrator and administered by the Troop via its PLC, to run and maintain Troop 28's year in scouting.

The new format of scout goals has been implemented as outlined below.

No scout goals are transferable or paid to any outside unit, troop, crew, post, scout or parent or to the BSA National, Council or District level. all funds are the property of the Chartered Organization, account administrator to be administered by the Troop PLC or account administrator and per national guidelines.

Troop 28 Annual Scout Goals.
Implemented 11/1/2016

All scouts shall voluntarily complete fundraising to pay for their year in scouting on an annual basis based on the costs of an annual year in scout costing approximately \$500-\$600. Funds will need to be raised either through annual fundraiser sales, camp cards or other Troop 28 approved fundraising opportunities.

If fundraising is not completed by the scout he will need to pay for his year in scouting on an annual basis and for individual events. The following items will be mandatory to be paid or through fundraising Goals or by individual funds provided by the scout by December 10th so the troop can pay for annual re-chartering fees and troop costs. these items will be:

- | | |
|---|----------------|
| 1. Annual re-charter fees council / national | \$33.00 |
| 2. National supplemental health policy | \$8.00 |
| 3. Boys Life (optional) | \$12.00 |
| 4. Troop Dues (\$8.00 per month) | \$96.00 |
| 5. District events prorated for fees, food and fuel -may vary | |
| a. Klondike - event fees, food and fuel | \$25.00 |
| b. Spring Camporee “ “ | \$35.00 |
| c. Fall camporee “ “ | <u>\$35.00</u> |

Total Mandatory Fees \$220.00 (Non-Refundable)

Additional fees that Goals can be applied to

- | | |
|---|--------------------|
| 1. Long Term summer camps - | \$300.00 -\$400.00 |
| Cost can vary year to year depending on location, extra events and fuel costs | |
| 2. Troop 28 High Adventures Camps- Life and Eagle scouts | \$400.00- \$600.00 |
| Cost can vary year to year depending on location, extra events and fuel costs | |

3. **Monthly activities** will depend on scout's choice but they could vary from \$5 to \$25.00 events such as: Troop monthly camps, bowling, swimming, shooting sports, visits to museums, merit badge collages. Long lines climbing center, county and state parks, canoe and kayak outings and any travel, food and camping fees that may be required.

The annual calendar shall determine locations and costs that scouts can select to attend and applied goals towards or paid upfront or per activities. **Please note**, there is no charging of the event fees or costs, all must be paid upfront when signing up for the event.

PLEASE NOTE that National BSA High Adventures such as Sea Base, Northern Tier, Philmont, National Jamborees, Jubilees and Order of the Arrow conclaves and NOAC or similar council or national events shall be at the costs of the scout as an individual. Troop goals will not be available for these events and must be paid for by the scout by direct pay of individual means of his own fundraising or payment as outlined in the BSA national event contracts typically signed to attend these events by the individual scout. These activities are not Troop 28 based activities and annual goals cannot be used to fund these activities.

Your scout's year in scouting goal amounts will be determined and each scout will receive a "Year in Scouting Form" showing his goal achievements from fundraising campaigns and other approved fundraising. Selection of that following year's activities shall be distributed in December and to be completed by January 15th to determine what each scout will be attending for activities for that year. Mandatory items required by the National / Council and Troop will be automatic selections. Once selections have been completed if any outstanding goal that is remaining it will be considered complete and will not carry over to the following year. If funds to meet goals are needed to complete his year in scouting, he will be required to have paid for it prior to attending an event, activity or long-range summer camp by the deadline that has been stated by the troop of event documents. If this deadline is not met the scout will be responsible for any late fees or penalties required by the event guidelines. Upon filling out your Troop 28 events forms all excess goal amounts will be placed into the troop general fund account. No goal amounts will carry over to other troop options.

The object of the fundraising is for each scout to earn his year in scouting thru goals. and each scouts goal is to raise approximately \$500.00-\$600.00 on an annual basis to pay for his year in scouting through Troop fundraising campaigns, camp cards, individual raised funds or through direct pay to the troop for his year in scouting.

Under no circumstances will a scout be allowed to charge any portion of his year in scouting. If payment of goals is not achieved or placed, the scout will not be allowed to attend the event. All mandatory fees must be paid prior to Dec 15th or he will not be registered at the time of re-charter. You will be notified if this is the case.

Any funds placed in the troop general account through troop fundraising or by payment of the scout become the property of the Troop 28 and Chartered Organization and /or account

administrator. All funds to complete the scout's year in scouting will not be refunded or payment to scout or parent or any outside Troop, Crew, Contingents or any outside activities not completed or endorsed by the Troop 28 as an all troop activity. Troop funds cannot be cross distributed outside of our charter organization or unit, per national BSA guidelines and IRS regulations. If a scout elects to drop from Troop 28 and rejoin or transfer to a new troop, crew or post, no funds can be cross transferred or will be refunded to any entity or person.

CAMP & ACTIVITY FEES

Participants in Summer Camp and Monthly Activities are assessed a fee. We attempt to set the fee so that the activity breaks even. The costs that are included in the fee are the food and transportation (we reimburse our drivers for their gas on out of town events) in addition to activity fees, entry fees, or camp fees, if any. The average cost of a weekend troop camp-out is \$15-\$20. Council activities can vary from \$15.00-\$65.00 The average cost of recent summer camps has been \$300.00-\$375.00. depending on location You will be notified in advance of the fees for an event.

If your scout elects to attend an event and fees paid and has committed to the event, he will be responsible for his share of his costs no matter what. This would include transportation fees, food share costs and any other fees associated with that event. There are no refunds, No exceptions.

If your Scout needs special financial consideration, please contact the Scoutmaster or Troop Committee Chairman. Up to 30% Scholarships may be available to scouts through the Mid America Council applications are due by March 1st. from time to time the Troop may possibly have funds donated for scholarships, please inquire with the Scoutmaster or Troop Committee Chair. Adult scholarships are not available.

Scholarships are for BSA Mid America council camps only.

Refunds-please check refund section on Council & Troop policies

OUTDOOR PROGRAM

Troop 28 offers an aggressive Scouting program. At the heart of Scouting is the outdoor program. We attempt to offer **one outdoor** weekend event per month. Participation in as many events as possible is encouraged since camping is a key part of Scouting. We have the following equipment available to the troop for these activities. Canoes, Kayaks, full camping equipment and trailer.

NRA shooting sports program, USAA archery programs available to us provided by the Tri-State Youth Assoc. which has certified NRA shooting sports instructors and Range safety officers and National American Archery Association Instructors available and a full line of shooting sports equipment.

PLEASE DO NOTE: if you as a parent do not wish for your son to participate in any of these activities please inform the Troop Committee chair at once so we can make sure he does not

participate in an outdoor activity that you are not comfortable with. And please inform him of why you are submitting this request, if not he will participate at all scouts will.

SUMMER CAMP

Every year a week-long summer camp experience is scheduled at a Boy Scout camp, typically the 3rd week of June. These camps present excellent opportunities for each Scout to get to know himself and his fellow Scouts better and to have some great fun. Younger Scouts learn basic Scouting skills and earn merit badges. All Scouts are physically and mentally challenged through many and varied activities throughout the camp day.

It is recommended that all scouts make all attempts to attend these camps, due to many merit badge opportunities, challenges and rank advancement opportunities that will make your scout excel within the program, plus they work hard every season in fund raising events to attend them.

MONTHLY ACTIVITIES

Most monthly activities are camping related events. These are generally one to two-night events within 100 miles of Sioux City. In preparation for the weekend, each patrol will plan a menu, assist in shopping for the ingredients for that menu and prepare the food for the patrol. We require that most meals have several cooked items and we encourage creativity. We eat well on our camp outings. The Scouts will also practice a specific Scouting skill that they have been preparing for during the month at the weekly Scout meetings. The skill or topic for the month is published in the Troop Monthly Calendar that you will receive.

HIGH ADVENTURE SCOUTING ACTIVITIES

We attempt to offer the Scouts one high adventure experience per year. This event is geared toward the older and more experienced Scout. Generally, the minimum requirement for participation on these events is the achievement of Life and Eagle Scouts and attainment of the age of 14 prior to the event. The specific rank and age requirements are set for each event so that the trip is appropriately challenging and enjoyable for the group.

High Adventure fees will be costlier. These fees can vary in costs for local events and camps \$500.00 and up. National Jamborees can be \$2500 or more with travel expenses.

Note: these camps usually require long term signup & non-refundable deposits up to one to two year in advance under signed national BSA contract. These are not Troop 28 based activities and you will be placed in a separate Contingency which will be completely under control and authority by that program, not troop 28 and as outlined in the handbook.

For Troop 28 annual long-term high adventure camps, all candidates must be a Life or Eagle Scout to attend high adventure. All 14-year-old scouts must have a scoutmaster review and be approved prior to attending the high adventure. Troop Committee have final review and

approval of all candidates prior to attendance to verify that all candidates are physically and mentally ready and have scout and team spirit to attend.

SAFETY

Complete medical examination forms, signed by an appropriately licensed health care practitioner (as listed on the forms) are required for each Scout **annually every January** to participate in Scouting activities. Adults who plan to attend a scout activity as an assistant or as an overnight participant must also complete a Scout class I & II medical examination form. A scout and adult under 40 must have physical every third year and intermediate years must be updated and signed by the parent or guardian. If the adult is over the age of 40 a yearly Class III medical form is required.

The Troop typically arranges for physical examinations to be conducted free of charge by one of its volunteer committee members who is a physician each January. You have the option of this or you are free to have the provider of your choice complete the physical examination forms.

Every Troop activity must have at least two adult leaders in attendance always. Strict safety controls are maintained on the use of sharp tools. Hand axes, fixed blade knives and hatchets have been eliminated from Troop 28 activities and equipment. Scouts may earn the right to carry a retractable blade Scout knife after completing and acquiring the totem chip card. All aquatics events including swimming, rowing, canoeing, sailing, scuba diving, repelling & rope climbing, and water skiing are conducted under stringent safety guidelines that are unequalled in youth groups anywhere.

All Medical Reports and updates are due every January 31st. If the troop does not have these forms or updates the scout and adult will not be able to attend any scouting event until received.

Family Camps - From time to time the Troop will have family camping events to include all family members. Prior to attending this event the troop must have on file a Personal Health & Medical Summary form on all persons attending this event. This is for everybody safety for emergency situations to have all contact information available for medical treatments. Copies of these forms are available on the Troop & Mid America Council websites.

MEDICAL INSURANCE

Troop 28 carries a supplemental national BSA policy on all registered Scouts and leaders for additional coverage above and beyond your standard policy. This is for when we are at all scouting functions and traveling to and from events. The fee for this policy is automatically paid through your scout account every January at a rate of \$8.00 per scout or leader. This is required by National BSA and MAC Council and cannot be declined. See Troop website for additional information

VEHICLE INSURANCE REQUIREMENTS

All Scouter's that plan to travel to and from scouting events and to receive the additional supplemental coverage stated by BSA regulations must comply by the paragraph below.

All Vehicles: The amount of this coverage must meet or exceed the insurance requirement of the state in which the vehicle is licensed and the states where travel will occur. (Coverage should be at least \$50,000 (each person) \$ 100,000 (each accident) \$50,000 (property damage). Any vehicle carrying ten (10) or more passengers is required to have minimum coverage of \$100,000/\$500,000/\$100,000. In the case of rented vehicles, the requirement of coverage limits can be met by combining the limits of personal coverage carried by the driver with coverage by the owner of the rented vehicle. All vehicles used in travel outside the United States must carry a public liability and property damage liability insurance policy that complies with or exceeds the requirements of that country. Note: You may reduce your paperwork by assembling vehicle insurance information on a master sheet and highlighting drivers when you submit your tour permit. Copied from BSA Local Tour Permit Available Online.

If you do not carry these amounts under no circumstance shall you transport any additional scout(s) or adult(s) in your vehicle other than your son or family and shall forfeit supplemental coverage while traveling to and from the event.

At any given time, the Troop Scoutmaster, Committee Chair or Camping Coordinator may request proof of insurance to verify coverage, you must also maintain and carry a current valid driver's license to the address and state you live in. Upon request if you do not provide a copy of coverage from your agent and state license, you may not be able to attend the event without traveling with a qualified Troop Member.

All vehicles transporting scouts should be in good mechanical working condition. If the troop Scoutmaster or committee has concerns about this condition you may be asked to not drive to an event.

WEATHER

If the forecast is for a temperature of 15 degrees or lower or above 90 degrees, or severe storm alerts issued the Scoutmaster and / or Troop Committee Chair has the discretion to cancel the outdoor activity.

The Scoutmaster and / or the Troop Committee Chair can cancel any event at any time if the safety of the Unit is in jeopardy or in harm's way. If this occurs, refund guidelines will be followed per BSA regulations.

UNACCEPTABLE ITEMS

Radios, electronic games (game boys), TV's, DVD / mp3 players, cell phones, walkie-talkies and other electronic equipment are not allowed at Troop function. They can be used during travel to and from outings with permission from the adult driver and camp outs if the equipment does not

distract the driver or other passengers and the equipment in left in the vehicle or locked in the Troop Trailer security cabinet during the outing and camp outs. The Troop will not be responsible for the loss or damage to any personal property.

CELL PHONES & PERSONAL COMMUNICATIONS DEVICES

No scout at any given time shall carry a personal cell phone while attending a scout event or camp. If one is brought, it will be stored in the troop lockup until after the event.

The scoutmasters and/or Camping Chair, troop committee are the only persons allowed to carry a cell phone while at a scouting event. This phone shall be used for emergency purposes & must be turned on silent or vibrate mode while attending an event so not to disturb the scouting activity or program. If a parent must get in contact with the scout, please call the camp facility or the scoutmasters / camping chairs phone. Please be advised a return call may not be made immediately but will be made as soon as possible.

Walkie-talkies will be carried by the Scoutmaster and/or Camping Chair & one other adult to communicate between troop groups while attending activity programs if separated for event / programs, classes or hikes. If the troop splits into additional areas additional walkie-talkies will be issued to patrol or team leaders. All groups should be in constant communications always while at the event or camp.

Adult parents carrying personal cell phones are asked while attending a camp function or class to turn them off & setup pre-designated times to check calls and messages. When making these calls, they should be completed outside the scouting functions not to disturb the scouting event or function. If you are asked to turn them off, please do so without controversy and respect the program instructor. Note: Most sites do not have recharging capabilities for fulltime use.

CANDY AND SODA POP

Scouts are not encouraged to bring soda pop or candy on Scout events. If they do, they should be prepared to bring enough to share with all the rest of the participants. In addition, **No Food, including pop or candy should ever be taken into a tent.** Bears, mice, raccoons, skunks and other wild animals go looking for food and they will visit your tent if you have food or if there is the scent of food in or on the tent. It is for the protection of the Scouts that this rule must be strictly enforced. Pop and candy are available at rest stops while traveling and at the camp store at most camps.

PERMISSION SLIPS AND FEES

Each Scout is responsible for informing their parents of Troop activities and financial obligations. If a Scout is in doubt about his responsibly or participation in any event, the Scout should contact the Patrol Leader or the Scoutmaster.

We attempt to send out permission slips and equipment lists two weeks in advance of the event via scout, mail or email. Both the permission slip and the event fee are due back one week in

advance of the event or as noted on the BSA application so that adequate planning for transportation, food and accommodation can be made. Please assist us in seeing that your Scout returns his permission slip and fees in a timely manner.

It is understood that the schedules of the Scout families are always subject to change. If your Scout can participate in an activity on short notice, they are more than welcome but please try to contact the Scoutmaster so enough food can be purchased. A permission slip must be filled out before departure. No Scout will be allowed to attend an event without a signed permission slip from the parent or guardian.

TROOP REFUND POLICY

Refunds are strictly subject to and enforced by BSA Guidelines. Troop 28 will not be responsible for refunds for missed events after registrations and fees have been submitted. Please check your family schedule prior to signing permission slips and paying event fees. If acclimate weather cancels an event or the troop elects to cancel the event due to conditions impairing the safety of the Troop members. The Troop Committee will make every attempt to recover funds, but BSA guidelines are strictly enforced unless the district or council cancels the event.

If your scout elects to attend an event and fees are paid, he has committed to the event and will be responsible for his share of his costs no matter what. This would include transportation fees, food share costs and any other fees associated with that event. No exceptions.

Annual mandatory fees for council, troop, insurance and events outline above will not be refunded, no exceptions.

Goal amounts that exceed your year in scouting that have been placed in the troop general bank account are not refundable. All funds within the troop general bank account are the property of the troop and chartered organization and or account administrator and will not be refunded to any one individual, transfer to any unit, troop, crew, post council or national BSA entities. No exceptions will be allowed.

BSA REFUND POLICY

Fees for all district and council events are transferable to other Scouts in the event within the unit. If requested, approved refunds will be deposited in the Unit Pre-Paid Account (UPPA). In cases where approved refunds become necessary, individuals, groups, or units that cancel an event reservation prior to the event will receive a refund of 80%. There will be no refunds under \$10.00.

There are 3 excuses for refunds:

1. Sickness with Doctor's notice
2. Death in immediate family
3. Relocate out of Mid-America Council borders

Requests should be sent in writing with documentation & faxed to:
Mid-America Council, Omaha NE.

ADVANCEMENT

Advancement is a key part of the Scouting program. We challenge the Scouts to work at their own pace toward the next rank and strongly encourage the parents to assist their Scout in achieving success in this area, but still stay at a level where the scout achieves his goals as an individual.

Once your son is a registered Scout, he can begin working on the requirements for the next three ranks, Tenderfoot, Second Class and First Class. You can help him practice the skills, but he must demonstrate or discuss each requirement with one of the adult leaders in the Troop. This can be done during the meetings, **but your son must make the request.**

The Troop Advancement Chairman is responsible for keeping the records on each scout's advancement report. It is therefore important that you remind your son to show his book to the Advancement Chairman periodically, especially while his is working on Tenderfoot, Second Class and First Class.

All scouts must request to the Scoutmaster in person, 2 weeks in advance for a scoutmaster conference and Board of review to advance in rank. Please note parents are not allowed in these meetings so the scout can talk freely with the troop leadership for requests and questions asked of them and parents cannot be on either conference or board at the time of their son's review.

PARENT PARTICIPATION -Parents are an integral part of the advancement process. We see it time and time again. You need not be a camper to assist you son in advancement, you need only to encourage and prod him along. Show an interest in his achievements and help assure him that he will continue to achieve. Less than 4% of the youth that enter the Scouting program achieve the rank of Eagle Scout so it is important that the parents keep the Scout involved so that he can obtain that goal. The Advancement Chairman is available to discuss your son's advancement progress at the Scout meetings. The Advancement Chairman can also give you advice and direction for helping your son on his trail to the Eagle Rank.

Currently Troop 28 has had an advancement record of scouts achieving Rank of Eagle of 73%.

RANKS

The ranks of Scouting are Scout, Tenderfoot, Second Class, First Class, Star, Life and Eagle. It is important that each Scout is making progress toward the next rank at the speed that he is comfortable with. There is no prescribed period to achieve each rank. Certain ranks require that a position of responsibility be held for a specified period, Merit badges earned, community service hours and camping requirements, therefore some ranks cannot be earned any faster than that specified period of time.

Scout meetings and activities are geared towards advancement possibilities. While group support and encouragement is ongoing, individual initiative and responsibility are necessary for continuous advancement. The Scout may discuss procedures for advancing at any time with the Scoutmaster or his Assistant Scoutmasters. Scouts should approach one of the adult leaders early in a meeting so that they will be sure to make time to discuss or review the Scouts advancement items.

National BSA policy states that at no time will an Adult Leader change an advancement requirement. An Adult Leader may not add to or take away any requirements. Please do not ask them or expect them to compromise this ruling.

Scoutmaster conferences and board of reviews should be requested 2 (two) weeks in advance so all appropriate troop personnel can plan to attend the meeting to meet scouting requirements. Please note all conferences and reviews must be completed 2 weeks prior to any court of honor and requested by the scout not by the parent.

Scout Related Service Hours for Rank Advancement:

1. All service hours must be approved prior to any event and the troop provided form must be completed. No exceptions.
2. All scouts must be in Class A field uniform during the event.
3. Class C (T-Shirt) should be worn at any work-related activities so not damage your other shirts.
4. You must be representing Troop 28 or the BSA to qualify for approved service hours. If you are there with another youth group or church related activity it will not be considered approvable service hours unless approved by scoutmaster and troop committee prior to the event.
5. Eagle Project do qualify and approved service hours, the Eagle Scout candidate shall retain approval forms and submit them to the scoutmasters for final approvals.
6. Pictures should be taken for verifications for community public relations and for troop historical records. Email copies are acceptable for verifications.
7. Form shall be filled out and submitted with date, location, event information, scouts in attendance, Hours served and signature of event chair and contact information for Final approvals

MERIT BADGES

Merit badges are required for advancement in the Star, Life and Eagle ranks. There are over 126 merit badges offered in the Scouting program. An Eagle candidate will earn a minimum of 21 merit badges, 14 of which are specifically required for achievement of the Eagle rank. The merit badge program is designed for the Scouts to learn skills and knowledge in a wide variety of topics.

A merit badge counselor can be any BSA registered MB councilor adult that has an interest, ability or training in one or more of the 123 merit badges. We encourage our parents to review the merit badge list and materials and sign up to be a counselor. It is a big help for the Scouting

program and a wonderful way for adults to meet Scouting youth. This adult shall be a registered MB counselor and must complete an online youth protection course before they can teach a class.

MERIT BADGE PROCEDURES

The Troop Committee has set policy on several merit badge issues. The following are rules that we adhere to:

1. Scouting is for boys. Scouts, not parents, must make merit badge arrangements (with parent approval). It is an integral part of the learning program for them to meet and deal one on one with other adults.
2. A Scout may only use a specific merit badge counselor for up to five merit badges with the **permission of the Scoutmaster**.
3. A Scout may not take a merit badge from his parent unless his parent is the only merit badge counselor in the district or unless the Scout is part of a larger group that the parent is teaching and /or approved by the Scoutmaster or Committee Chair prior to taking the course.
4. A Scout must request a blue card from the Advancement Chair; fill it out with his personal information and the name of the merit badge. The Scout will then submit it to the Scoutmaster for final approval so that he can assign or approve the merit badge counselor.
5. A Scout will always contact the merit badge counselor that is assigned or approved by the Scoutmaster before he begins work. It is important that the counselor lay out his or her expectations prior to beginning the merit badge work. Many of the counselors will want to meet with the boys prior to their start.
6. Scouting has a leadership rule that stipulates that two adults are to be present at all Scouting activities. This rule will also be followed with the merit badge program. At a minimum, a Scout will take either another Scout with him on a merit badge interview or bring along a parent or other adult to fulfill these requirements.
7. No double dipping and using a specific requirement for different multiple merit badge requirements.
8. No scout shall have more than 5 outstanding open merit badges without approvals from the scoutmaster.
9. If a scout has more than 5 outstanding merit badges and does not get approval from the scout master to proceed he should make the choice to either proceed and complete or drop the merit badge from his record. If he does elect to drop and they elect to retake the MB, all former requirements will not be accepted and must be completed again.
10. All outstanding merit badges will be completed 15 days prior to Courts of honor of each fall and spring to receive credit and distribution at the court of honor
11. Merit badges will be presented at the Court of honors as stated below.
12. All outstanding summer camp Merit badges shall be completed by September 15th or 15 days prior to fall Court of Honor, whichever comes first, unless approved by the scoutmaster and /or Troop Committee Chair.
13. Merit badges not completed prior to Sept 15th unless approved as stated above will be dropped from the rooster and all completed requirements will be dropped too and not

allowed if a scout decides to start the merit badge over later. If not, they will be dropped from the scout's records. Once dropped they will need to be started all over again, no prior completions will be accepted. Only exceptions will be time allotted requirements such a 30/60/ 90-day requirements that must be completed in time allotted from merit badge start date, if not it will be dropped. If a completion date has been given to a scout, he must make all attempts to complete or the MB course may be dropped at the scoutmaster's discretion.

14. **School attended Merit Badge classes-** Troop 28 will allow a scout to use a specific class listed below for MB completions if MB guidelines are followed and teachers are aware prior to teaching the class for those requirements or should be equal. And the class is completed with a grade of B or better. Scout shall present a copy of the MB Booklet for them to review that his or her class does cover the criteria and items outside of that criteria may need to be completed outside of Class time. Teacher will sign off on all requirements and scout shall provide documentation to final class grade.

The following classes shall be permitted: Reading, Music, Art, Carpentry, Welding, Auto Mechanics, Computers, Drafting & 3D Drafting & Robotics. Additional can be approved please check with the troop advancement chair for further class approvals.

COURT OF HONOR

Troop 28 holds (2) two Courts of Honor annually to recognize the accomplishments of the Scouts. These are held in first Sunday of March at our Green & Gold Banquet & 1st Sunday in October. Awards, merit badges and rank advancements are formally presented in a ceremony that is organized and conducted by his fellow Scouts. Scouts are notified via the Scout monthly calendar and in the Scout meetings of the date and significance of the Court of Honor. Parents are encouraged to attend all Courts of Honor, whether you Scout is earning an award or not. We encourage you to bring other family members with you.

Two weeks prior to the Court of Honor all scoutmaster conferences and board of reviews need to be completed for rank advancement and completed and signed merit badge blue cards need to be turned into the Advancement Chairman to receive advancements and merit badges for that Court of Honor.

Generally, minimum 4 weeks prior to the Court of Honor, a Board of Review will be scheduled for all Scouts prepared for rank advancement. It is the responsibility of the Scout to contact these individuals to make sure a Board of Review has been scheduled. This lead-time is necessary for the advancement records to be updated and the awards to be purchased in time for the Court of Honor.

Please note: Scoutmaster Conference and Board of Reviews can be requested at any time per scout's request with 2 weeks' minimum notice so all persons can be contacted to complete these reviews. If either are missed all will be awarded at the next Court of Honor.

EAGLE COURT OF HONOR

The Eagle Court of Honor is the highest ceremony in Boy Scouting. Each Eagle Court of Honor is unique. The Eagle Scout and his family need to plan the Court of Honor so that the event meets their expectations. The Troop will also provide the Eagle Kit, the neckerchief and the slide. Additional Mentor pins will be at scout's expense. Scheduling needs to be coordinated between the Scoutmaster and the family. It is the families' responsibility to choose the location for the Court of Honor and to secure the space reservation. A reception following the event is at the parent's expense.

The Troop adults and Scouts will aid, support and supply personnel for the Eagle Court of Honor in accordance with the families' wishes.

TROOP TRAILER & TRANSPORTATION

If you pull Troop 28 or any other trailer(s) or transport Troop equipment to any function, you may be asked to provide proof of insurance for transporting it to and from the event, parked in camp areas or in camp. The tow vehicle must be in excellent working condition and approved by the Scoutmaster and Troop Committee prior to pulling the trailer(s).

When agreeing to pull and transport the trailer(s) you agree to be responsible for any damages that may happen to the trailer while under your care from an accident. If repairs are not completed, you will be asked to personally pay for any repairs not covered by your insurance. Act of god damages and normal maintenance items will be the responsibility of the troop or covered under Troop insurance. Contents of the trailer such and equipment & supplies will be the responsibility of the Troop unless damaged by cause of accident.

If your vehicle should breakdown while transporting this trailer to or from an event, Troop 28 will not be responsible for the following expenses for towing, repairs, vehicle rental, Mechanical repairs or damages that the trailer may cause to your vehicle due to the weight of the trailer and its contents. Delay expenses will be responsibility of each scout & adult.

If you do pull the Troop 28 Trailer(s) you will be compensated for your fuel consumption to and from the event. You will be required to fill your gas tank prior to connecting to the Troop Trailer(s) which will be verified by the Scoutmaster or camping chair person. Prior to the event arrangements will be made with the Troop Treasure to either provide the Scoutmaster or Camping Chair with the necessary funds for fuel purchases to and from the event. Upon return the troop will fill you gas tank to its original level that it came with prior to the event. If the driver wishes to use his charge card during this time he will provide gas sales slips which must be co-signed by Scoutmaster or event camping chairperson. These funds will be refunded upon your return.

TROOP CAMPING EQUIPMENT

The Troop provides the major camping equipment items. Because we provide these items, the individual expense to the Scouts is kept to a minimum. We require that the Scouts respect the

right to use the Troop equipment and treat it with care. The Troop will provide the following equipment items:

- Tent & Tent ground cloth (2 boys per tent in the summer and 3 boys per tent in the winter for warmth)
- Major first aid kit for each patrol
- Cook Box (food preparation kit) for each patrol including:
 - Pots and Pans
 - Utensils
 - Dish-Washing Supplies
 - Staples (flour, salt, cinnamon, etc.)
 - Cook Stoves and Fuel
 - Dutch ovens & Iron ware
 - Bulk Water Containers/ Coolers
 - Saws and Hand Tools
- Foil
- Paper Towels
- Garbage Bags

Troop equipment such as tents, are checked out to individuals. Items such as Cook Boxes and First Aid Kits are checked out to the Patrols. The equipment is checked in after each event. If equipment is missing or damages have occurred, the cost of repairs or replacement of the equipment will be assessed to those individuals who checked it out. The Quartermaster is responsible for checking out and checking in equipment.

Tents are often sent home with one of the boys who slept in it to be dried once the scout has returned home. Please make sure that the tent, the fly and the ground cloth are completely dry before you re-pack them in the tent bag. You can dry them by hanging them in a garage. Tents cost about \$160 each and we need to take care of them. They should be returned to the quartermaster at the next regular meeting or event. If they are returned moldy due to improper care the scout will be responsible for professional cleaning or replacement of the tent.

PERSONAL SCOUT EQUIPMENT

In addition to the troop equipment, each Scout will have personal gear that is needed to have a safe and comfortable camp out. At a minimum, each Scout should have the following personal equipment:

- Mess Kit – eating utensils (knife, fork, spoon, plate, cup) **mandatory**
- Canteens, Camel backs
- Waist fanny pack with water bottle applications storage (2 to 3 compartment preferably) to carry personal items, minor first aids & emergency poncho / kits, spiral note books, pencil, compass, whistle etc.
- Sleeping Bag and plastic ground cloth for under the bag
- Sleeping Bag Pad – Foam or Self inflating, During a winter camp out it is important to have padding under the sleeping bag to help maintain warmth during the evening.
- Duffel Bag or soft sided bag to pack clothes and personal gear
- Boy Scout Hand Book

- Rain Poncho.
- Personal care kit including soap in a soap dish, toothbrush, toothpaste, comb, washcloth & light weight towel, deodorant, (mosquito repellent & sun block in the summer)
-

A checklist is included at the end of this manual to be used as a guide when packing for a camp out.

We request that Scouts do not pack their gear in a backpack unless we are going on a back-packing adventure or they are completing a rank or merit badge requirement that stipulates a backpack. Backpacks are very bulky and non-flexible making them hard to pack in the Troop trailer and they can potentially damage other equipment.

After a few months and familiarity with our program, you and your Scout may want to acquire some of the following items. They make excellent gift ideas:

- Flashlight and extra batteries
- Compass
- Personal First Aid Kit
- Pocket Knife
- Hiking Shoes or Boots
- Personal Fire-Starting Kit (no liquid fuel)
- Soft sided backpack or book bag
- External or internal hiking back pack approximately 3400 cu ins

Again, Please Mark All Items of Personal Gear So That the Owner Can Be Easily Identified.

Equipment Check Lists for “Summertime Conditions” and “Cold Weather Conditions” are included in the Addendum of this packet. Please have your Scout refer to these lists and the Boy Scout Handbook when packing his gear. See rear of handbook for summer & winter equipment sheet requirements.

GENERAL INFORMATION

PERMISSION SLIPS

Permission slips are required for all activities outside of the Sioux City area. Scouts cannot accompany the Troop without a signed permission slip. Attached is a sample form used by the Troop. This procedure is required for insurance and safety reasons. Forms will be provided to your Scout prior to each activity. We will use our best efforts to hand these out two weeks prior to an event. We ask that you read, sign, return and pay the required event fee by the Sunday Scout Meeting prior to the event.

Scout driving privileges.

Any scout holding a valid driver's license shall be acceptable to drive to any regular troop meeting with the following exceptions.

1. Scout must provide proof of insurance and that his name is on the policy to drive that vehicle. Insurance must meet states minimum insurance requires of their state of residence.
2. If a scout at any time is witnessed driving with erratic behavior putting himself or others in harm's way, he will be asked to have a Troop Committee conference with his parents about the situation and he may lose privileges to drive to meetings
3. No scout with a restricted license should be driving to any district or council event, summer camps. They should be traveling with the troop or with a parent.
4. No scout shall be driving with a parent or adult in the vehicle while transporting additional scouts. With restrictive, intermediate, school or learners permit.
5. All scouts with restricted intermediate licenses can drive by themselves to a troop meeting but no other scout shall be allowed to be in the vehicle at any time. Unless a sibling brother registered to the troop. All state guidelines shall be followed.
All scouts shall follow their states of resident's guidelines for restricted and intermediate licenses.
6. No scout shall have any other scouts in their vehicle while parked at a facility during a troop activity to "show off" if so, the scout may lose his driving privileges to troop activities.
7. If an older scout 16 years of age must drive to a local troop event, local council event for arriving late or leave early he must
 - a. First check in with the scoutmaster to verify the need,
 - b. Must verify the time he will be arriving late or leaving early at the event
 - c. Will leave the event at the same time as troop unless approvals and arrangements are required.
 - d. If a scout does not arrive by the time agreed upon his parents will be called for their verification and location of the scout.
 - e. Late arrival or early out forms may need to be filled out per camp requirement and guidelines that may require guardian adult participations.
8. NO scout should be driving himself to long term camping or high adventure camps, he should travel with the troop or plan for his parents to be transported to the event location or approved point of pickup.
9. No scout shall drive as an alternate for long term camping or high adventure only adults may drive during these events.

INFORMATION SHEETS

An "Information Sheet" will be attached to each event "Permission Slip". It will include all the details associated with the specific trip that the Scouts are about to take. Things like, "What, Where, When, Depart From, Return To, Cost and Special Gear" will all be include on the check list.

Remember: “Planning for, and anticipation of, fun outings is half the pleasure.” We cannot plan adequate facilities, food, and transportation without your help and cooperation.

Copies of sample “Information Sheet” and “Permission Slip” are included at the rear of this handbook.

BEHAVIOR

The Scoutmaster and his assistants try to handle discipline problems during scouting events on an individual basis. If a Scout’s behavior becomes disruptive to the program objectives, the Scout’s parents may be notified to correct the problem. If a Scout’s behavior becomes excessively disruptive, the Scout’s parents agree to come and pick their son up immediately, if so requested.

Troop 28 has a “**Hands Off / Anti- Bullying**” Policy. If a scout is having problems with other scouts and the problems can be documented or witnessed. Troop 28 has a 5-step policy.

1. 1st offence will be a verbal warning by the Scouts Patrol Leader and Senior Patrol Leader
2. 2nd offence will be conference with patrol scoutmaster and scoutmaster in which 10 hours of community service work will be completed of Scoutmaster’s choice.
3. 3rd offence will be another scoutmaster conference and 20 additional hours of community service work of Scoutmaster’s choice.
4. 4th offence will be Scoutmaster and Troop Committee Conference with scout and parents present. Direction of discipline will be determined at that time.
5. 5th offence scout will be removed from the troop charter.

During Scout events

THERE WILL BE NO:

- | | |
|--------------|----------------|
| - Tobacco | - Alcohol |
| - Fire-Bombs | - Firearms |
| - Lying | - Fireworks |
| - Cheating | - Swearing |
| - Fighting | - Name Calling |
| - Stealing | - Hazing |
| - Threats | |

And as noted in troop policies.

ATTENDANCE REQUIREMENTS

Regular attendance at Scout meetings is strongly encouraged for you Scout to receive a well-rounded Scouting experience. Meetings prepare the Scouts for the monthly activity by teaching Scouting skills and skills for participation in the planning and preparation process.

To meet the advancement requirement, which states “Be active in your Troop”, the following criteria must be met:

- The Scout will camp outdoors a minimum of four nights since their last rank advancement.
- The Scout will attend a minimum of two Troop, District or Council events since their last rank advancement. These include but are not limited to:
 - Week-Long Summer Camp
 - Spring and Fall Camporees
 - Klondike
 - Order of the Arrow Conclaves
 - Scouting for Food
 - Merit Badge College
 - High Adventure
 - Fall Camporee/ Rendezvous
 - Monthly Troop Campouts and activities

To participate in High Adventure trips, camp outs, outings and special activities, Scouts must have attendance records reflecting 60% participation in regular meetings. See High Adventure section for additional requirements

To complete Camping Merit Badge, a Scout must camp in a tent twenty nights. Of these twenty nights, only five nights of long term (summer) camping is allowed.

To be eligible for The Order of the Arrow, a Scout must camp fifteen nights in the last two years. Of these fifteen nights, only five nights of long term (summer) camping is allowed.

PERSONAL OVERNIGHT CAMPING GEAR
(Summer Conditions)

- ___ SCOUT OUTDOOR ESSENTIALS (SEE SCOUT HANDBOOK)
- ___ CLOTHING FOR THE SEASON
- ___ 2-3 pr. LINER SOCKS
- ___ 2-3 pr. SOCKS – GREEN & RED SCOUT SOCKS
- ___ 2-3 pr. BOXER BRIEFS UNDER WEAR (For non-chaffing / rashes)
- ___ 2 pr. SHORTS- light weight cargo- Green or Tan preferred, Jeans OK
- ___ PANTS – SWITCH BACKS OR JEANS (one of each)
- ___ 2-3 T-SHIRTS (Plain or Scout related graphics, No exceptions.)
- ___ PULL OVER -fleece preferred, sweatshirt OK
(Plain or scout related graphics, No exceptions)
- ___ BANDANA (Neck) non-scout
- ___ HAT – BRIMED, BOONEY OR BASE BALL CAP
(Plain or scout related graphics, No exceptions)
- ___ RAIN PONCHO
- ___ LIGHT WEIGHT GLOVES

- ___ WASTE PACK W/ WATER BOTTLE STORAGE
- ___ DUFFLE BAG OR SMALL PACK
- ___ SLEEPING BAG (40 degree)
- ___ FOAM OR SELF INFLATING SLEEPING PAD
- ___ GROUND CLOTH
- ___ CANTEEN
- ___ EATING KIT:
 - ___ SPOON
 - ___ FORK
 - ___ KNIFE
 - ___ PLATE
 - ___ BOWL
 - ___ CUP

CLEANUP KIT:

- ___ SOAP
- ___ TOOTHBRUSH
- ___ TOOTHPASTE
- ___ DENTAL FLOSS
- ___ COMB
- ___ WASHCLOTH
- ___ TOWEL

PERSONAL EXTRAS YOU MAY WANT TO INCLUDE:

- _____ WATCH
- _____ CAMERA AND FILM
- _____ NOTEBOOK AND PENCIL OR PEN
- _____ INSECT REPELLENT
- _____ SUNGLASSES
- _____ MAGNIFYING GLASS
- _____ BINOCULARS
- _____ BIRD AND PLANT IDENTIFICATION BOOKS
- _____ MUSICAL INSTRUMENT
- _____ SWIMSUIT TRUNKS - Nylon preferably)
- _____ PRAYER BOOK OR BIBLE

SUPPLEMENTAL CAMPING GEAR
(Cold Weather Conditions)

CLOTHING: DO NOT WEAR COTTON MATERIALS THEY ABSORB MIOSTURE

- _____ LONG SLEEVE UNDERSHIRT SHIRT (POLY FIBERS)
- _____ WOOL SHIRT
- _____ LONG PANTS (WOOL MILITARY SURPLUS PANTS WORK WELL)
- _____ WOOL SWEATER OR FLEECE PULL OVER
- _____ LONG UNDERWEAR (POLY FIBERS)
- _____ WOOL & POLY FIBER LINER SOCKS
- _____ BOXER BREIFS (For Non-chaffing)
- _____ INSULATED PARKA OR COAT WITH A HOOD
- _____ WOOL STOCKING CAP
- _____ MITTENS & GLOVES
- _____ INSULATED BOOTS

SLEEPING GEAR:

- _____ COLD WEATHER SLEEPING BAG 0 DEGREE MUMMY BAG
- OR** TWO 30/40 DEGREE REGULAR SLEEPING BAGS
- OR** ONE 30 DEGREE SLEEPING BAG AND TWO HEAVY BLANKETS
- _____ FOAM OR SELF INFLATING SLEEPING PAD
- _____ PLASTIC DROP CLOTH FOR UNDER EACH SLEEPING BAG

NOTE: EACH SCOUT SHOULD BRING TWO OF ANY ITEM THAT MIGHT POSSIBLY GET WET. WET ITEMS ARE COLD ITEMS!!

End of Troop 28 Parent Handbook, revised 12/10/16

TROOP POLICY ACKNOWLEDGEMENT

(Review, Sign, Remove and Return to Committee Chair ASAP)

This form must be signed & on file before your scout can attend any Troop 28 event

I, _____ & my Scout
Parent/ Guardian (printed)
_____ have read the policies in the
Scout (printed)
Troop Handbook and agree to abide by them.

Scout Signature

Date

We, the parent(s) and/or legal guardian(s) of our son
_____ have
reviewed the Policies in the Troop 28 Handbook and agree to abide with
the rules and regulations of Troop 28 and the Boy Scouts of America.

Parent/Guardian Signature

Date

Parent/Guardian Signature

Date

Revised and Approved 03/10/2019