

(updated 10/09)

## TROOP 27 ORIENTATION INFORMATION

**Welcome! We hope you and your son(s) have a great time with us. The following is some information that may help your scout family find out the who, what, where, when, and how of Troop 27.**

*One way to find out information is to go to the troop website <http://troops.scouter.com/nj/troop 27>*

### **I. Who is in charge of what?**

#### **Adults Leaders**

*Advancement Chair*-Jim Molony

*Assistant Scoutmaster(s) (active)*-Tom Cahill, Ted Camastra, Mike Fredericks, Erik Reitz, Larry Rowe, Rob Smit, James Armstrong, Ryan Reali

*Charter Organization Representative*-Dale Haller

*Committee Chair*-Cindy Reali

*Committee Members*- Melissa Benford, Mike Daniels, Marci Fisher, Jean Fitton, Ivy Johnson, James Molony, George Quirk, Tim Reeg, Lisa Stern-Grzankowski, Bruce Strasser, Chris Waaben

*Treasurer*-Charlie McMichael

*Community Service Coordinator*-**volunteer needed**

*Court of Honor committee*-Jeanne Fitton

*Den Chief Coordinator*-**volunteer needed**

*Drivers*-**volunteers needed for every monthly trip**

*Eagle Advisor(s)*-Fred Brehm, Ted Camastra, Mike Fredericks, George Quirk, Cindy Reali

*Food shoppers for trips*-**volunteer needed for every monthly trip**

*Historian*- Melissa Benford

*Hoagie Chair*-Ivy Johnson-Strasser, Kathy Reitz

*Medical Forms Coordinator*-Mary Beth Friedfeld

*Merit Badge Counselors*-on list on bulletin board. If there is not a counselor in Troop 27 for a badge a scout wants to work on, see the Advancement Chair for a list of Council merit badge counselors. Also on website.

*Publicity*-**volunteer needed**

*Quartermaster*-Mike Fredericks

*Roundtable Representative*- **volunteer needed**

*Scouting For Food*-**volunteer needed**

*Scoutmaster (SM)*- Mike Grzankowski

*Trip Coordinator(s)*-varies with each trip-**volunteers needed for every monthly trip**

*Troop Newsletter*- **volunteer needed**

*Troop Web site*-Fred Brehm, Cindy Reali, John Mauer

*Troop 27 T-shirts, neckerchiefs, scarves*-Wendy Stasolla

*Uniform Exchange*-Joanne McMichael

*Venture Patrol Advisor(s)*-**volunteer needed**

**Scout Leadership Positions** *the following positions are applicable for rank advancement*) Persons holding the positions changes every 6 months with possibility of being re-elected or re-appointed.

*Senior Patrol Leader (SPL)*

*Assistant Senior Patrol Leader (ASPL)*

*Quartermaster (QM)*

*Junior Assistant Scoutmaster(s) (JASM)*

*Instructor(s)*

*OA representative*

*Troop Guide(s)*

*Bugler John*

*Troop Scribe*

*Patrol Leaders (PL)*

*Chaplain Aide*

*Troop Librarian*

*Troop Historian*

*Den Chiefs-used in the Cub Scout Packs-see Den Chief coordinator for this position*

The following are important positions, but they do not count for leadership positions for rank advancement. These positions change every 6 months.

*Assistant Patrol Leaders (APL)*

*Patrol Scribe*

*Patrol Quartermaster*

## **II. Patrols**

New scouts are placed in a new scout patrol for 6 months. The Troop Guide(s) are the patrol leader for the first 2 months. Then the new scout patrol elects a patrol leader who works with the Troop Guide(s).

List of Patrols and members is on the bulletin board.

For camping trips-patrols are sometimes combined, because not all scouts of one patrol attend the trips.

## **III. Advancement**

*When can you do the requirements in the book for the Scout, Tenderfoot, 2<sup>nd</sup> Class, and 1<sup>st</sup> Class ranks?*

The requirements can be done at home, at Troop meetings, camping trips, almost anywhere.

*How do I get started working on Merit Badges?*

First-pick a merit badge you are interested in and find the merit badge counselor for that badge. See if they are available to work on that badge with you.

A list of Merit Badge Counselors from Troop 27 is on the bulletin board.

If a scout wants to do a merit badge not listed, see the Advancement Chair for a list of counselors from the Council

Second-get a blue card from the Advancement Chair, fill out your part, and have the SM sign it. The SM must sign his portion before a scout starts to work on the merit badge to ensure a scout is not doing something beyond his capability.

Third-get to work! Troop 27 has a merit badge book library that you can borrow the merit badge book from. See the Troop Librarian. If we don't have the book, you may purchase one from the Council store or Harry's Army Navy Store-then consider donating it to the Troop library!

Remember-2 adults must always be present whenever a scout is meeting with the merit badge counselor. This may be the counselor and a parent.

*How do requirements get signed off?*

For rank advancement-for Tenderfoot, 2<sup>nd</sup> Class, 1<sup>st</sup> Class-SM, ASM, or another scout that is 1<sup>st</sup> Class or higher.

for Star, Life, Or Eagle-SM or ASM may sign off requirements

for merit badges-merit badge counselor signs off the requirements

All requirements can be signed off at troop meetings or trips.

*What do I do after the requirements are signed off?*

For Rank Advancement-in Class A uniform meet with SM or ASM for a Scoutmaster Conference.

After the Scoutmaster Conference is signed off, then you may request a Board of Review, wearing your Class A uniform.

In general, the SPL asks at the beginning of Troop meetings who needs a Scoutmaster Conference and Board of Review. There are some Troop meetings when it is not possible to do these reviews. The reviews can also be done on camping trips.

Remember to **be in Class A uniform** and **have your Scout book** for the Scoutmaster Conference and Board of Review.

Before your Board of Review, please see the Advancement Chairperson to fill out a troop rank history report.

Bring the troop rank history report to the Board of Review with you.

A Scoutmaster Conference is a time for the SM and the scout to review his advancement, find out the scout's likes and dislikes, find out what the scout is contributing to the troop, and plans for further advancement. If a scout is not advancing the SM may request a conference with the scout to find out why.

A Board of Review is an appearance of the scout before 3-6 people. The purpose of the Board of Review is to determine a scout's spirit, knowledge of the Promise and Law, to get a sense of the value that Scouting has for the scout, discuss his service to others, what he has learned from his merit badges, & what the ways the scout is showing leadership skills.

This Board wants to clear the way for the scout's further advancement!

*Who do you report advancements to?*

Advancements get reported to the Advancement Chair.

For rank advancement - before the Board of Review is held, the scout reports to the Advancement Chair to fill out a troop rank history report. After the Board of Review the Advancement Chair records the advancement on the troop rank history report. (also available on troop website)

For merit badges - there are 3 parts to the blue cards. When the merit badge counselor and SM have signed off all 3 parts, then the scout turns in the Application for Merit Badge and the Scout Record parts to the Advancement Chair. The 3<sup>rd</sup> part is kept by the merit badge counselor

*When do the scouts receive advancements?*

Rank advancements and merit badges are rewarded at the end of the scout meeting at circle up time. The rank badge and merit badge have to be reported to council and the patches picked up before they can be rewarded. However, you will receive the blue card at the next Court of Honor.

**The scout must keep his copy of all merit badge blue cards** (given at Court of Honor). When a scout advances to Eagle, sometimes records have been misplaced and the scout must prove he earned the badge. The blue card is the **ONLY acceptable proof**. If the merit badge counselor that he did the badge with can be located, the counselor's copy of the blue card is also acceptable proof. A badge on the scout's sash is not accepted as proof of earning the badge.

The Court of Honor is held twice a year-spring and fall. It is held at the same church where our meetings are held. The purpose is to recognize the scouts for their rank advancement, merit badge work and other Scouting achievements. Family and friends are invited to this meeting.

A separate Court of Honor is held for scouts achieving the rank of Eagle. This Court of Honor is planned by the Eagle scout and his family. More than one family can get together and hold a "multiples" ceremony.

#### **IV. Expectations of Scouting Parents**

Troop 27's program can only work with your support!

##### ***Some activities you can volunteer for include:***

*Hoagie fundraiser-help twice a year*

*Take a turn planning a trip-we have a trip planning guide that takes the guesswork out*

*Be a helper for the scout buying food for the trip*

*Volunteer to drive for a trip*

*Share a special talent **OR GET INVOLVED AS A:** merit badge counselor, or any of the positions listed under Adult Leadership on page one. Any chairperson that is listed can use your help!*

#### **V. Costs**

*Trips-most trips cost \$10.00. Trips such as canoeing, horseback riding, and biking cost more due to equipment rental.*

*Registration-every year is \$35.00 due by end of October.*

*Troop T-shirt-used as a Class B uniform-\$10.00-required*

*Troop neckerchief and hat-\$15.00 (new scouts only)-required*

*Replacement Hat-\$10.00 OR neckerchief-\$10.00*

*Summer camp-initial deposit is due in February-\$100.00*

*final payment is due in April*

#### **VI. Equipment**

*Backpack-internal or external frame (scout's preference) make sure it can "grow" with your scout*

*Sleeping bag (suggest a backpacking style), pad for under the sleeping bag, mess kit, eating utensils, pocket knife (must have earned Totin' Chip card), flashlight, rain gear, canteen, backpack cover (can use garbage bag), and broken in hiking boots are some of the rest of the basics.*

*Many scouts also purchase a backpacking tent and stove when they get older.*

*For summer camp-a footlocker, padlock and mosquito netting are required.*

#### **VII. Forms, Forms, Forms**

*Boy Scout application-fill out and give to Committee Chair*

*Troop Resource Survey-fill out and give to Committee Chair*

*Car insurance form-fill out and give to Committee Chair. If this form is not turned in a parent may not drive any other scout, than their own son.*

*Help form-fill out and give to Committee Chair.*

*Health form-fill out and give to Committee Chair.*

*A new BSA Annual Health and Medical Record needs to be in place for all adults and scouts effective Jan. 1, 2009.*

***Without a yearly updated health form (updates due in Oct.) and Boy Scout application (filled out when joins Troop27) a scout cannot go on trips.***

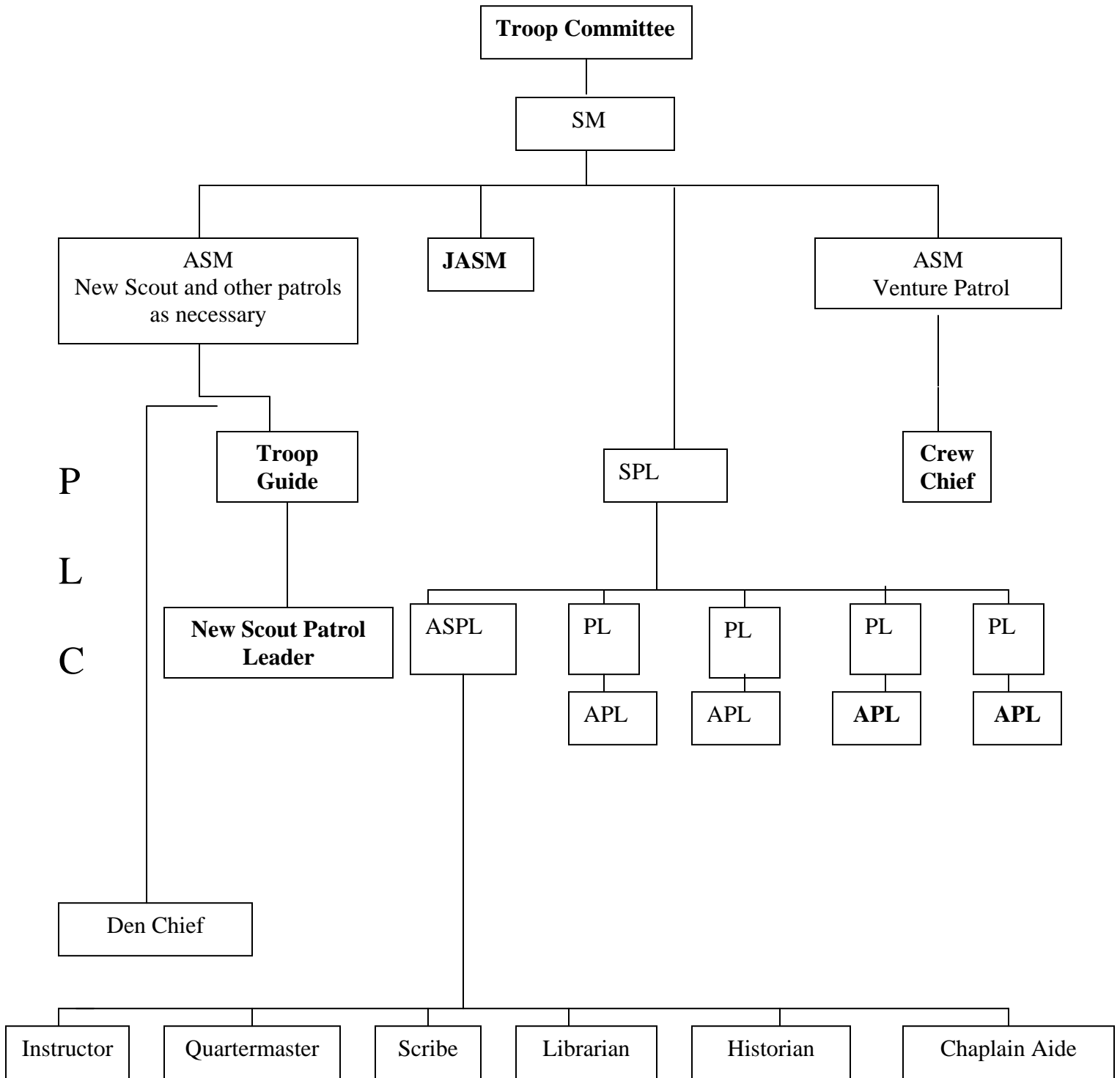
***For weekend trips, Parts A and C are filled out by parent or participating adult.***

***Part B is needed for summer camp, backpacking and winter tent camping trips for participating scouts and adults. Part B is filled out by physician.***

*Every year, the scout will need a new medical form filled out.*

*In Oct. a recharter form and medical form are emailed to update car, medical and personal information and dues (\$35.00) notice. **Please pay attention to the due date for these forms!***

# TROOP ORGANIZATION



SM Scoutmaster

ASM Assistant Scoutmaster

JASM Junior Assistant Scoutmaster

SPL Senior Patrol Leader

ASPL Assistant Senior Patrol Leader

PL Patrol Leader

APL Assistant Patrol Leader

**PLC Patrol Leaders Council (SM, SPL, ASPL, PL, APL [if PL not able to attend], Troop Guide, Crew Chief)**

## TROOP 27 DISCIPLINE POLICY

Troop 27 believes that all of its members have the right to enjoy a safe, secure, and positive environment. Each member of this community will sign this contract accepting their rights and responsibilities.

1. Membership and participation in Boy Scouts of America Troop 27 is a privilege, not a right.
2. The expected Code of Conduct is outlined in the Scout Oath and Law.

For example:

- 1 A scout is trustworthy...lying, stealing & cheating will not be tolerated.
- 2 A Scout is obedient...insubordination to any leader from patrol leader to Scoutmaster will not be tolerated.
3. As every scout is required to recite the Scout Oath and Law, "I didn't know" is neither a reasonable nor an acceptable excuse for misbehavior.
4. The Boy Scouts was founded on the ideal and belief that experiences with scouting would build character in each of its members. Therefore, each member of Troop 27 will take ownership of his/her actions. If he/she chooses to break the rules, then he/she is choosing to accept the consequences.
5. Troop 27 believes all members should be treated with respect. Neither physical nor verbal abuse is acceptable. Vulgar language and swearing will be considered verbal abuse.
6. Consequences and disciplinary actions will include one or more of the following:
  - Verbal warning
  - Time out-temporary separation from the group activity
  - Violation notice to be signed by the scout, adult leader and parent
  - Suspension from meetings and/or camp outs
  - Expulsion from Troop 27

A violation notice will be completed for all disciplinary actions. The violation notice will be kept by the troop committee chairperson. The parent of the scout also receives a copy.

7. In the event of a serious discipline situation such as:
  - 1 Fighting
  - 2 Drug or alcohol possession
  - 3 Destruction of property
  - 4 Possession of a weapon
  - 5 Extreme defiance
  - 6 Any other act which endangers members of Troop 27

Parents will be notified to pick up their scout immediately, wherever the troop is at the time. When sending their scout on a troop sponsored trip, the parents agree to accept responsibility of providing transportation home for their scout if they receive a phone call from an adult leader.

8. In striving to teach leadership, scouts are given leadership positions. It is expected that when they accept the leadership position, that they will also accept the responsibilities that are part of that position.

*(please return this form to the Troop Committee Chairperson)*

I have read the discipline policy for Troop 27 of Boy Scouts of America. I understand that I will be expected to adhere to the code of conduct of the Scout Law and Scout Oath. I agree to accept the responsibility for my actions

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(Scout)

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(date)

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(Parent)

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(date)