

# TROOP 19/CREW 19 HUNTERSVILLE PRESBYTERIAN CHURCH

RESPONSIBILITY

**TROOP 19**



**HUNTERSVILLE, NC  
CHARTERED 1938**

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**CREW 19**



**HUNTERSVILLE, NC  
CHARTERED 2006**



RESPECT

**TROOP/CREW HANDBOOK**

*Revised January 2012*



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**Huntersville Presbyterian Church**  
*Larry Banks – Scoutmaster*

Dear Scout and Family,

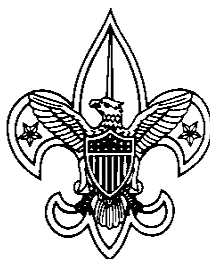
Welcome to the adventure of Scouting! I am pleased that you have chosen to join Troop 19 and the Boy Scouts of America. Troop 19 has been in existence since 1938 and has a long tradition of Scouting excellence and adventure. We hope your experiences in Scouting will be fun, exciting, and everything you imagined Scouting would be.

Since 1910, it has been the mission of the Boy Scouts of America to serve others by helping to instill values in young people, to prepare them to make ethical choices over their lifetime and achieve their full potential. The Scouting experience helps boys become men. Scouting is, of course, only one of many influences in life, including the family, church, school and others, that shape you as you grow into manhood. Many important leaders, both past and present, credit their Scouting experience as one of the most important positive influences in their youth. The endeavors of Troop 19 are designed to help you make Scouting a positive influence on your life.

Again, I welcome you and your family to our Troop 19 family and the Boy Scouts of America.

Yours in Scouting,

Lawrence W. Banks, Jr.  
Scoutmaster – Troop 19



**Boy Scouts of America**

**Troop 19**

**Huntersville Presbyterian Church**

**In Existence Since 1938**



## HISTORY OF TROOP 19

Troop 19 was chartered October 4, 1938 by the Huntersville Presbyterian Church Women's Club. In 1959, the charter was transferred to the Huntersville Presbyterian Church. In 2005, Troop 19 celebrated our 50<sup>th</sup> year of service.

### SCOUTMASTERS OF TROOP 19

<b>Scoutmaster</b>	<b>Term of Office</b>
<b>Egbert (Bert) Franklin Kumm</b>	<b>1938 - 1948</b>
<b>G. B. Murray</b>	<b>1948 - 1949</b>
<b>Bert Kumm</b>	<b>1949 - 1951</b>
<b>W. H. Cato</b>	<b>1951 - 1953</b>
<b>Paul S. Caldwell</b>	<b>1953 - 1954</b> (There was a 13 month period starting in Nov 1954 to Dec 1955, when the troop was not chartered.)
<b>Bert Kumm</b>	<b>1956 - 1960</b>
<b>Hurd Bradford</b>	<b>1960 - 1961</b>
<b>William E. Webb</b>	<b>1961 - 1964</b>
<b>John Wilson Knox</b>	<b>1964 - 1974</b>
<b>William J. Cochran</b>	<b>1974 - 1986</b>
<b>Roy Highberg</b>	<b>1986 - 1988</b>
<b>Lawrence W. Banks, Jr.</b>	<b>1988 - Present</b>

**Boy Scouts of America  
Troop 19  
Huntersville Presbyterian Church**



**General Information for Scouts and Parents:**

Welcome to Troop 19 and to the Boy Scouts of America! We are extremely happy that you decided to enter the Scouting adventure and have chosen Troop 19. We hope your experiences in Scouting will be fun, exciting, and everything you imagined Scouting would be. To assist you in learning about Scouting and our Troop, we have developed this handbook to cover some of the more important aspects of Scouting and the rules governing our Troop. Please read it carefully with your parents and if questions arise – ask. We also publish a quarterly newsletter to announce various troop functions and we have our Troop website, [www.bsa19.org](http://www.bsa19.org), for families to help keep up with our activities.

Scouting – What is it? Since 1910, it has been the mission of the Boy Scouts of America to serve others by helping to instill values in young people, to prepare them to make ethical choices over their lifetime and achieve their full potential. The Scouting experience helps boys become men. Scouting is, of course, only one of many influences in life, including the family, church, school, and others, that shape a boy as he grows into manhood. Many important leaders, both past and present, credit their Scouting experience as one of the most important positive influences in their youth. Scouting will help you grow by emphasizing three basic goals:

- 1) Building Character
- 2) Fostering citizenship, and
- 3) Developing physical, mental and moral fitness.

The values we strive to instill are based on those found in the Scout Oath, Law, Motto, and Slogan (See the sections on Aims and Methods for further details.) **PLEASE NOTE SCOUTING IS NOT A BABYSITTING PROGRAM.** Scouting requires active participation in meetings, activities, and camping by the Scout and positive support from the family for these same programs.

**Scouting is Action Oriented**

Scouting is fun! Boys learn about things that interest them by actually doing them. Scouting builds on the love of the outdoors that is in most every boy and teaches him to persevere in less than ideal conditions and to respect the land, water, and air that surround him. This program lets the Scout develop and explore new interests, increase his knowledge, and progress in rank and leadership at his own pace. It must be emphasized however, it is up to the Scout to determine how much or how little he gets out of Scouting despite the abundant help available to him from adults, other unit members, and his family.

**The Scout Oath and Law Govern Our Troop**

The words in the Oath and Law hold a special significance to a Boy Scout. They are the standard, the road map, and the barometer of how well the Scout understands the basic goals mentioned above. You, as a new Scout, will be expected to learn the words of the Oath and Law almost immediately and to begin showing your understanding of them in your daily living for the rest of your life.

### **Troop Activities**

Refer to the Troop newsletter or website for the current schedule of events. We normally have one major outdoor activity each month, such as camping, hiking, or a district or council event. In addition, we occasionally have a service project (as a troop or as part of an Eagle Scout project) or a fundraising event. At least every other year, we schedule a high adventure trip and each summer we participate in a BSA summer camp.

### **Equipment Needed**

The Troop provides most cooking equipment and other joint use items for campouts. You will need a sleeping bag, personal eating dishes and utensils, personal hygiene items, a tent, and a backpack to carry your equipment. (See the Boy Scout Handbook for additional items you might want to get over time.) **Parents**, be advised it is best to start with basics and build up to a better inventory of gear as special events (such as birthdays or holidays) come along. **PLEASE NOTE IT IS VERY IMPORTANT TO MARK ALL INDIVIDUAL GEAR WITH AN ETCHER, SCRAWL OR OTHER PERMANENT MARKER.**

### **Troop Costs/Fees**

Effective for 2009, the Troop has set annual dues at **\$125.00 per boy**. Dues are payable in January each year, as part of the annual re-charter process with BSA. This amount is due in full, but other arrangements can be discussed with the Scoutmaster and/or Troop Committee Chair.

A portion of this fee goes to cover National BSA expenses (registration, insurance, *Boys' Life*) for each Scout. The balance helps to cover a portion of the Troop's budgeted operating expenses. The remaining operating expenses are paid through various fundraising activities (such as the annual Troop barbecue), in which all Scouts and Troop families are expected to participate.

Please note: **Webelos transferring to the Troop will pay the standard dues at Crossover, less any amounts paid to national BSA during the Pack's re-charter process.**

The Troop requires all Scouts to wear a uniform consisting of certain standard BSA items which can be purchased through the BSA catalog, the council office, or an authorized BSA seller. **Prices will vary based on sizes.** Some items may be obtained through a Troop-maintained "**uniform closet**" of donated, experienced items. Any one of the registered adults can show you what is available. Please see Uniform Policy section for uniforming requirements.

In addition, the Troop requires Scouts to wear certain Troop 19 items, such as a hat, T-shirt, neckerchief and name tag. An appropriate fee will be collected from transferring Webelos, which is in addition to the annual dues paid at crossover. After the initial purchase, replacement items will be available for purchase as needed.

Many activities will include fees for food or transportation. On most outings, Scouts will cook meals with their patrol. The patrol grubmaster is in charge of buying food for the patrol and collecting each Scout's share of the cost. When the troop travels to an outing, the Scouts are expected to contribute towards the cost of fuel for transportation.

### **Troop Sponsorship and Meeting Place**

Huntersville Presbyterian Church located in Huntersville, NC sponsors Troop 19. The troop meets Tuesday evenings.

**Registered Adults**

We strongly encourage all parents to stay involved in what their son is doing. As a registered adults (troop committee member or Assistant Scoutmaster), you have a hand in carrying out the program your son will experience here in Troop 19, and you will become more aware of his progress and achievements. It has been our experience that the boys who have parental involvement and support in Scouting activities progress faster and remain with the Scouting program longer than Scouts who do not have that support. If you cannot afford to devote some consistent time to the Troop, please consider volunteering to help drive Scouts to the outdoor functions, helping on campouts during the year, serve as a merit badge counselor, or helping with any of the temporary positions which arise periodically(such as summer camp helper or service project assistance). Whether or not you can participate in the operation and administration of the Troop, we heartily encourage you to attend the Troop Court of Honor ceremonies at which your son will be recognized for his achievements.

Families, we welcome you and your son as members of the Troop 19 family. We hope you choose to become active in our program and contribute to the continued success of our Troop.

Yours in Scouting,

Troop 19  
Huntersville Presbyterian Church

## TYPICAL TROOP 19 MEETING SCHEDULE

(except June & July & December)

**Troop 19 meets every Tuesday night year round at Huntersville Presbyterian Church.**

- 7:00 PM -** Opening
- 7:05 PM -** Instruction\*\*
- 7:35PM -** Inter-patrol competition – Assistant Senior Patrol Leader
- 8:00 PM -** Patrol meetings, planning for upcoming events, work on Honor Patrol requirements, inspections.
- 8:15 PM -** Closing, Awards, Announcements & Scoutmaster's Minute

\*\* Instruction responsibility is rotated monthly between two Instructor teams. When an instructor team is not teaching, they meet with the Junior Assistant Scoutmaster to plan instruction for the upcoming month.

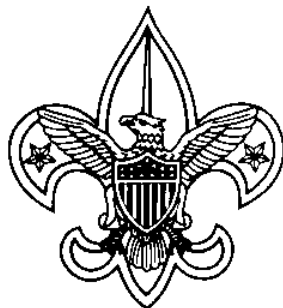
## TROOP 19 MONTHLY MEETING SCHEDULE

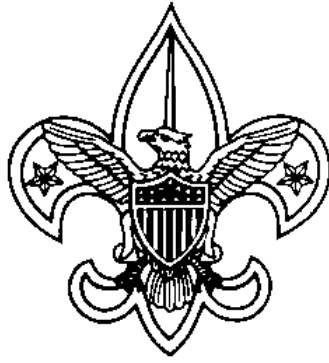
- 1<sup>st</sup> Tuesday of each Month -** Regularly scheduled Troop meeting
- 2<sup>nd</sup> Tuesday of each Month -** Regularly scheduled Troop meeting  
Troop Committee Meeting
- 3<sup>rd</sup> Tuesday of each Month -** Regularly scheduled Troop meeting
- 4<sup>th</sup> Tuesday of each Month -** Patrol Leaders Council Meeting  
Assistant Scoutmasters' Meeting
- 5<sup>th</sup> Tuesday of Each Month\* -** Troop Outing

\* On months that have five (5) Tuesdays, the Troop will arrange a fun night activity for the troop rather than a scheduled troop meeting.

# Mission Statement of the Boy Scouts of America

The mission of the Boy Scouts of America is to prepare young people to make ethical choices over their lifetimes by instilling in them the values of the Scout Law and Oath.





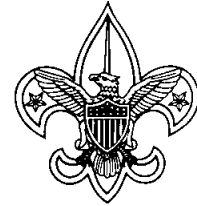
# **BOY SCOUT AIMS**

**Participating Citizenship**

**Growth in Moral Strength  
and Character**

**Development in Physical,  
Mental and Emotional  
Fitness**

# **BOY SCOUT METHODS**



## **IDEALS**

Oath - Law - Motto - Slogan

## **PATROLS**

Peer Groups - elected representation -  
activities

## **OUTDOORS**

All outdoor programs

## **ADVANCEMENT**

Self Reliance - ability to help others -  
Challenges

## **ADULT ASSOCIATION**

Image - Role Model - Example

## **PERSONAL GROWTH**

Good Turn - service projects - religious  
emblems

## **LEADERSHIP DEVELOPMENT**

Leadership skills and practice - citizenship

## **UNIFORM**

Commitment to aims - identity

# Troop 19 Rules & Guidelines

## 1. Uniforms

Troop 19 takes pride in its strong heritage and community involvement, and a great deal of that pride is reflected in the uniform. Uniform inspections are conducted regularly and the patrol with the highest average score is recognized. To help the Scouts, registered adults, and families understand the differences in the uniform, the three different uniforms are listed below.

### **The field (or Class A) uniform consists of the following:**

Official BSA khaki shirt with current, appropriate insignia\*  
Troop 19 T-shirt  
Troop 19 hat  
Troop 19 or Order of the Arrow nametag  
Official BSA olive shorts or pants  
Official BSA belt (web belt or leather belt)  
Official BSA olive socks (ankle, calf, or knee-length)  
Sturdy, closed-toe shoes (no crocs or Birkenstocks)



The field (or Class A) uniform is required for all regular troop meetings & outings unless notified otherwise.

### **The Dress A uniform consists of the following:**

Official BSA khaki shirt with current, appropriate insignia\*  
Troop 19 T-shirt  
Troop 19 neckerchief with official BSA neckerchief slide  
Troop 19 or Order of the Arrow nametag  
Official BSA olive shorts or pants  
Official BSA belt (web belt or leather belt)  
Official BSA olive socks (ankle, calf, or knee-length)  
Merit badge sash with all merit badges earned  
Order of the Arrow sash (if applicable)  
Eagle medal (or other earned awards not normally worn on the Class A uniform)  
Sturdy, closed-toe shoes (no crocs or Birkenstocks)

The Dress A uniform is required for all Eagle Courts of Honor, Troop Courts of Honor, and special functions, unless notified otherwise.

### **The activity (or Class B) uniform includes the following:**

Troop 19 T-shirt  
Troop 19 hat  
Troop 19 or Order of the Arrow nametag  
Official BSA olive shorts or pants  
Official BSA belt (web belt or leather belt)  
Official BSA olive socks (ankle, calf, or knee-length)  
Sturdy, closed-toe shoes (no crocs or Birkenstocks)

Between the beginning of April and the end of September, the troop utilizes the more relaxed activity (or Class B) uniform for troop meetings.

\*Current, appropriate insignia includes, but is not limited to, the following:

### **Shoulders**

Olive Green epaulets

**Note: Do not wear forest green epaulets on a khaki shirt as these are reserved for Venturing Only.**

### **Left sleeve**

Mecklenburg County Council strip (most recent National Jamboree strip is permitted)

Troop number

**Current** leadership position patch

Trained strip

### **Right sleeve**

U. S. flag

**Current** patrol medallion with Honor Patrols stars (as applicable)

Leadership Corps (if applicable)

**Current** Quality Unit award

### **Left side of khaki shirt**

World Crest emblem

Membership or service stars (1 Tiger Cub, 1 Cub Scout, 1 Boy Scout)

Square knot(s) (if applicable)

**Current** rank patch

Arrow of Light award

### **Right side of khaki shirt**

One (1) national activity patch (such as National Jamboree)

Local council training event strip (Top Gun or S.E.A.L.S.)

Troop 19 or Order of the Arrow nametag

Order of the Arrow lodge flap (if applicable)

One (1) temporary patch (such as JLT or NYLT)

BSA Recruiter strip (if applicable)

These are the most common forms of insignia but this is by no means an exhaustive list. Please refer to the official BSA Insignia Guide for any items not listed here.

All members of Troop 19 (both youth and adult) are expected to be in the appropriate uniform for all troop, district, council, lodge, and national events. When insignia changes, such as a new leadership position or updated Quality Unit award, troop members should have the updated insignia on the uniform within one (1) month. The following exceptions are noted:

1. Scoutmaster Conference
2. Board of Review

The Scout is expected to have all current and proper insignia affixed to the uniform for either of these sessions, regardless of the date the new insignia was issued. If a Scout presents himself for either of these sessions without the proper and complete uniform, including all current insignia, he may not be allowed to proceed with the conference or Board or Review.

In the event a Scout repeatedly does not conform to the troop uniform policy, he may be subject to disciplinary action as outlined in the Troop 19 Discipline Management Plan.

## **2. Scout Handbook**

A Scout must bring his Boy Scout Handbook to each meeting. It is imperative that the handbook be present so that advancement skills can be observed and properly recorded.

## **3. Service Projects**

All service projects must be pre-approved by the Scoutmaster in coordination with the Advancement Chair. Service projects for advancements must benefit the sponsoring organization or the community. Projects conducted to benefit Cub Scouts or the BSA are not considered service projects but are counted toward Scout Spirit.

## **4. Campouts**

Permission slips must be signed and submitted for all Scouts attending campouts. Parents may obtain a slip when their Scout joins the Troop, at Puppy Orientation or use the one available at the end of this handbook. Parent/guardian may not leave on the day of departure until we have verified that we have a permission slip for each Scout attending the camping trip. This Troop handbook includes a one-time, permanent permission slip. When signed by the parent/guardian, this permission slip is kept in the Scout's permanent file and serves the purpose of permission for each outing. This permission slip will serve as throughout your Scout's career with Troop 19. If the parent/guardian does not sign the one-time, permanent permission slip, the Scout must present a signed permission slip.

In order to comply with The Guide to Safe Scouting, a Scout can only be transported to and from Huntersville Presbyterian Church by his parent or legal guardian. The registered adult responsible for any troop activity should not be asked to pick up a Scout from a transportation station. A registered adult should not be asked to receive or release a Scout to someone other than the parent or legal guardian, without prior written permission from the parent/legal guardian.

## **5. Attendance**

All Scouts will be required to attend at least two of the regular monthly meetings and half of the yearly camping trips. Active attendance is required to show Scout Spirit and earn participation requirements for advancement. Any Scout who lacks Scout Spirit and does not meet participation requirements will not be approved for a Scoutmaster Conference or Board of Review. The intent of this guideline is to encourage higher ranked Scouts to continue meeting and camping with the Troop. Rank advancement carries a higher responsibility of teaching skills and sharing experiences with the younger Scouts. Because of additional demands on the time of the older Scouts, the Scoutmaster has some latitude for understandable reasons for some lack of attendance. This will be done on an individual basis.

To meet the "active" requirement for advancement, the following guidelines will be used:

Scouts looking to advance with Troop 19 need to be active at troop meetings and to actively participate in troop activities. Our program seeks to get our new Scouts to First Class rank within the 1st year of joining the troop. In order to achieve this time table, Scouts seeking Tenderfoot, Second Class and First Class ranks must attend all Troop campouts in their first year and be active at troop meetings.

Scouts seeking higher ranks of Star, Life and Eagle must show active participation and a commitment to the Scouting programs. Scouts seeking these higher ranks are expected to

participate regularly in troop outings and meetings. Scouts must confer with the Scoutmaster to confirm that the attendance requirement has been met prior to seeking a board of review.

**Please note:**

Order of the Arrow events do count toward active attendance for advancement **provided** that the Scout does not accrue more attendance time at Order of the Arrow events than at regular troop events. At the discretion of the Scoutmaster, some council-conducted activities may also be included as “active” participation, such as National Jamboree.

## **6. Health Forms**

All registered members of Troop 19 (youth and adult) are required to have a current health form on file to comply with national policy. For those Troop members under the age of 40, a Class I/II medical form with a three-year term is acceptable, up until the 40<sup>th</sup> birthday. For those Troop members age 40 and over, only a Class III medical form with a one-year expiration is acceptable. Youth members may provide a Class III medical form, such as those used for National Jamboree or Philmont, but the one-year expiration is still applicable.

Health forms are reviewed on an on-going basis and the parent/legal guardian or registered adult is notified of any upcoming expiration. The parent/legal guardian is required to update and sign the Class I/II medical form on an annual basis. A photocopy of a current medical form is acceptable, as are currently high adventure medical forms (Philmont, Seabase, etc.)

Under no circumstances will a Scout or registered adult be allowed to participate in any troop activity without a current medical form on file.

## **7. Refund Policy**

Troop 19 offers many activities and opportunities to your Scout. It is often necessary to collect funds for these events in advance. Once a Scout has committed to an activity or submitted fees, those funds are nonrefundable. Activities and opportunities include, but are not limited to, the following:

- Re-charter
- Summer camp – There is no refund on the \$20 deposit for camp. However, a Scout can transfer the full summer camp fee.
- High adventure
- Order of the Arrow – must discuss refunds with Lodge Advisor
- Troop camping trips - refunds possible If food and fees are not yet paid
- Troop activities - refunds possible If food and fees are not yet paid. There is no refund for patrol food after Wednesday before camping weekend.
- Troop Super Trip - refunds possible If food and fees are not yet paid

Exceptions to this policy may be considered on a case-by-case basis in the event of a death in the immediate family or a major health issue.

## 8. Travel Policy

Troop 19 is a very active troop and typically has at least one Scouting activity a month in addition to regular troop meetings. Scouts who are unable to depart with the troop for a local trip (i.e., one for which a National Tour Permit is **not** required) are encouraged to join the troop at the destination. For those trips that require a National Tour Permit, including but not limited to, Seabase, Philmont, National Order of the Arrow Conference, Super Trip, etc.), all participants will travel to and from the site with the troop – NO EXCEPTIONS.

## 9. Youth Driving Policy

There are very limited circumstances under which a Scout under the age of 18 may drive to and from Troop activities. Pursuant to the Guide to Safe Scouting, the following rules apply:

- “The driver must be currently licensed and at least 18 years of age. Youth member exception: When traveling to and from an area, regional, or national Boy Scout activity or any Venturing event under the leadership of an adult (at least 21 years of age) tour leader, a youth member at least 16 years of age may be a driver, subject to the following conditions:
  - Six months’ driving experience as a licensed driver (time on a learner’s permit or equivalent is not to be counted)
  - No record of accidents or moving violations
  - Parental permission granted to the leader, driver, and rider(s).”

Provided that the above requirements are met, the properly licensed Scout may drive himself to troop activities but he must still adhere to the Troop Travel Policy. Upon arrival, the Scout must surrender the vehicle’s keys to the Scoutmaster and the vehicle will not be moved until the activity is complete and the troop departs. The Scout will then follow the troop back to the original departure point. **Under no circumstances is the Scout to transport any other Scout to any troop activities, unless the passenger is a sibling.** Refer to The Guide to Safe Scouting for additional details. All state licensing and driving laws also apply.

# STEPS FOR GETTING A MERIT BADGE

## Eligibility

A Scout is eligible to begin work on a merit badge as soon as he becomes a registered member of the Troop. Before a Scout begins actual work on the merit badge, however, he must consult the Scoutmaster and the Troop Merit Badge Coordinator.



## Pick a Subject

Talk to your Scoutmaster, patrol Assistant Scoutmaster, or Troop Merit Badge Coordinator about your interest. Read the requirements of the merit badges you think might interest you, and then pick one on which to work. Troop 19 maintains a list of counselors for most merit badges and your patrol Assistant Scoutmaster can suggest a counselor from the list. These merit badge counselors have special knowledge in their merit badge subjects and are interested in helping you.

## Scout Buddy System

You must have another Scout with you at each meeting with the merit badge counselor.

## Call the Counselor

With your Scout buddy, get a merit badge application from your Scoutmaster or Assistant Scoutmaster. Get in touch with your merit badge counselor and tell him or her the names of the Scouts that want to earn the merit badge. The counselor may ask all of you to meet in order to set expectations and help you meet the requirements.

When you know what is expected, start to learn and do the things required. Ask your counselor to help you learn the things you need to know or do. It will help if you can buy or borrow a merit badge book on the subject. Troop 19 has a good library of the various merit badge books.

## Show Your Stuff

When you are ready, call the counselor again and make an appointment to meet, remembering to follow the buddy system. When you go, take along any items you may have produced to satisfy the requirements. If any item is too large, take pictures or have an adult write a note about what you have done. The counselor will ask you to do each requirement to make sure that you know your stuff and have done or can do the things required.

## Get the Badge

The counselor will sign your application (commonly called a blue card) when he or she is satisfied that you have met each requirement. Give the application to the Troop Merit Badge Coordinator so your merit badge emblem can be obtained.

## No More, No Less

You are expected to meet the merit badge requirements exactly as they are stated – no more and no less. If the requirement states “Show or Demonstrate”, that is what you must do. Just describing the action is not enough. The same holds true for such words as “Make”, “List”, “In the Field”, “Collect”, “Identify”, and “Label.”

## Guidelines and Suggestions

1. Group Instruction of Merit Badges. Many subjects may be presented to groups of Scouts without defeating one of the purposes of the merit badge plan – working closely with a qualified adult. The National Executive Board has approved this policy statement on merit badge counseling:

“To the fullest extent possible, the merit badge counseling relationship is a counselor-Scout arrangement in which the boy is not only judged on his performance of the requirements, but receives maximum benefit from the knowledge, skill, character, and personal interest of his counselor. Group instruction and orientation are encouraged where special facilities and expert personnel make this most practical, or when Scouts are dependent on only a few counselors for assistance. However, this group’s experience should be followed by attention to each individual candidate’s projects and his ability to fulfill all requirements.”

2. Timeframe for Work on Merit Badges. There is no time limit for completion of merit badges other than age 18. It is the policy of Troop 19 to recommend to the merit badge counselor to retest a Scout if:

- A Scout has started a new merit badge with another counselor and now needs to continue with a new counselor
- A Scout has initiated the process of earning a merit badge and one calendar year has passed.

By doing a retest, the Scout demonstrates his ability and proficiency in the requirements that have thus far been approved. It is the responsibility of the Scout to “do” his merit badge. (For example, if someone needs first aid or CPR, don’t “hope” that the rescuer knows what to do.)

All eligible work for a merit badge is work that is started after the sign up procedures described above are in order. Work that can be applied to a requirement for any given merit badge will not be allowed if the work was done before the Scout applied for and received approval to start the merit badge as well as talked to the merit badge counselor. The Scout must demonstrate to the counselor that he can “do” the work and therefore meet the requirements.



3. It Is Suggested. It is suggested that a registered adult NOT be the counselor for his or her own son, unless in a group setting, such as offering the merit badge to all who can possibly attend.

4. It Is Suggested. If it becomes necessary for the Troop leadership to evaluate the Scout’s knowledge and skills after completing a merit badge, it is suggested that the Scoutmaster and Troop Committee Chair conduct a review of that counselor’s teaching and testing criteria.

# ADVANCEMENT

1. A Scout is ready to advance to the next rank when he has completed all the requirements for the rank and all the requirements in the Troop 19 Handbook. This includes all age and time requirements.
2. The Scout's Boy Scout Handbook must be signed by either an Assistant Scoutmaster or Junior Assistant Scoutmaster once the Scout has demonstrated competency in the required skill on either a camping trip or at a troop meeting. The skills portion of the Scout handbook must be completely signed prior to the Scoutmaster Conference. **It is the Scout's responsibility to ensure that this is done.**
3. **The Scout must schedule the Scoutmaster conference with his patrol Assistant Scoutmaster.** Before a conference is scheduled, the patrol Assistant Scoutmaster must verify the Scout's eligibility with the Scoutmaster and Advancement Coordinator. After successfully completing the Scoutmaster conference and obtaining all required signatures for the rank being sought, the Scout must then contact the Advancement Committee chair to schedule a Board of Review.
4. **The Scout must schedule a Board of Review with the Advancement Chair (or designee) either in person or over the telephone.** To avoid miscommunication, the Scout must speak directly with the chair – do not leave a message on an answering machine or voice mail.
5. The Scout must be competent in the skills required for all ranks previously earned as well as in the skills required for the desired rank.
6. Troop 19 has established time requirements between ranks. Time requirements for different ranks may not run concurrently. Time starts the day the Scouts passes his Board of Review. Time requirements between ranks are as follows:
  - From Scout to Tenderfoot – 1 month
  - From Tenderfoot to Second Class – 2 months
  - From Second Class to First Class – 2 months
  - Time requirements for ranks beyond First Class are listed in the Boy Scout Handbook.

Troop 19 also enforces an age requirements for ranks above First Class:

- Star – minimum age 13 years
- Life – minimum age 14 years
- Eagle – minimum age 15 years.

**Advancement requires that a Scout exhibit skills and leadership beyond those outlined in the handbook. When a Scout reaches Star, Life, or Eagle rank, he must hold a leadership position within the Troop. To advance, the Scout's leadership must be active and notable.**

## SCOUT SPIRIT

### POSITIVE ATTITUDE

1. The Scout should show a positive attitude at all meetings and on all trips.
2. The Scout must show a willingness to help younger Scouts learn Scout skills.
3. The Scout should show a good attitude at home, in school, and in church. This will be measured by the Scoutmaster based on feedback from parents, Assistant Scoutmasters, etc.

### ACTIVITY

1. The Troop policy handbook contains activity requirements for each rank. These must be met.
2. Requirements for each rank are more challenging than those for the previous rank. Advancement from Scout to First Class requires attendance at specified percentages of troop meetings and camping trips. For Star rank and beyond, the Scout must hold a leadership position in addition to meeting the attendance requirements.

### SERVICE HOURS

1. All service hours do not have to be conducted with the Troop. Service hours may be done in the community. The Scout may not earn money for his efforts.
2. Troop 19 requires service hours in addition to those listed in the Boy Scout handbook to help determine Scout spirit and participation. More than one service project may be required to achieve the necessary hours of service for each rank. **SERVICE HOURS DO NOT CARRY OVER BETWEEN RANKS.** Additional service hours do not count for later ranks; the hours are counted toward Scout Spirit and participation. To achieve the service hour requirements for each rank, the Scout must complete the following minimum number of service hours:

- Tenderfoot – 1 hour
- Second Class – 2 hours
- First Class – 3 hours
- Star – 6 hours
- Life – 6 hours

### SCOUTMASTER CONFERENCE

In order for a Scout to advance in rank, he must successfully complete a Scoutmaster Conference. The conference is designed to determine the skills the Scout has learned and those he has yet to master. In addition, the Scout will receive assistance in setting goals in order to achieve his next rank. The candidate must also be prepared to discuss and demonstrate basic Scouting skills. **The Scout must be in complete Dress A uniform (refer to the Uniform section for details) and must have his Boy Scout Handbook with him.**

**ALL SCOUTMASTER CONFERENCES MUST BE SCHEDULED BEFORE TROOP MEETINGS. NO CONFERENCES WILL BE CONDUCTED DURING TROOP MEETING TIMES OR THE EVENING OF THE PATROL LEADERS' COUNCIL MEETING.**

Before scheduling a Scoutmaster Conference, the candidate Scout must contact his patrol's Assistant Scoutmaster to ensure all rank and troop requirements are complete. If the Scout does not contact the patrol's Assistant Scoutmaster, the conference will be postponed. After successful completion of the Scoutmaster Conference, the Scout must contact the Advancement Chair (or designee) to schedule a Board of Review.

The Scoutmaster Conference form follows the discussion format below.

## **SCOUT SKILLS**

These skills include knots and lashings, outdoor skills and safety, camping skills and safety, and water safety. The skills are taught as part of the requirements for Tenderfoot through First Class ranks and these skills are cumulative. A Scout is expected to master skills for each rank and is tested each time on these skills.

- 1) Knots and lashings – this includes knots, lashings, and whipping and fusing rope.
- 2) Outdoor skills and safety – this includes map and compass skills as well as finding the way without a compass.
- 3) Camping skills and safety – this includes hiking safety, camping skills and hygiene, knife and axe safety, food preparation, cooking, and planning.
- 4) Water safety – this includes safe swimming, water rescue, float activity safety, and swim survival.

## **FIRST AID**

All ranks require knowledge of First aid skills and the skills are cumulative. A Scout is expected to master these skills and be able to discuss the skills during each Scoutmaster Conference.

- 1) First aid skills – this includes basic first aid skills, recognition of hurry cases, signs of a heart attack, CPR, first aid for choking, severe bleeding, and shock. The Scout will also be asked to identify poisonous plants and animals as well as describe the effective treatments for snakebite and exposure to poisonous plants.

## **SCOUTING HISTORY**

This section tests the Scout's knowledge of the founding of the Boy Scouts plus the early milestones in Scouting. Information on these topics is located in the Boy Scout Handbook or the Troop Handbook.

- 1) Scouting history – this includes history of the Scouting movement, early pioneers in Scouting, description and meanings of Scout emblems and badges, various branches of Scouting and Scouting publications.
- 2) Scouting basics – this includes the Scout Oath and Law, Motto, Slogan and patrol details. This basic information is required for all ranks.

## **U.S. HISTORY**

Knowledge of these topics is not required for Scout ranks. However, Troop 19 believes our Scouts should be knowledgeable citizens and expects the rank candidate to have an understanding of the basic parts of the United States government as well as important aspects of U. S. history. Information on these topics is located in the Boy Scout Handbook or the Troop Handbook.

- 1) U. S. history – this includes basic U. S. history facts and documents, such as the Constitution, the Declaration of Independence, structure of the U. S. government, and major events in U. S. history such as the Revolutionary War and Civil War. The Scout is expected to show knowledge of the history of the U. S. flag, including the meaning of the various components of the flag.

## **SCHOOL AND CHURCH ACTIVITIES**

The conference reviews the Scout's activities and keeps a record of his performance away from the troop. The key point of this discussion asks how each Scout keeps the 12<sup>th</sup> point of the Scout Law – a Scout is Reverent.

- 1) School and church activities – this includes discussions of progress in school, activities outside of Scouting, and personal faith.

## **CONFERENCE TIMES**

The anticipated length of the Scoutmaster Conference varies by rank, simply due to the increasing amount of material to be covered as the Scout advances in rank. The conference for Tenderfoot should take about 20 minutes if the Scout is prepared. Scouts seeking higher ranks will have more skills tested and are expected to have greater knowledge of the skills from past ranks. By the time the Scout has completed the First Class rank, he is expected to have mastered all Scout skills in the Boy Scout Handbook and the additional historical information in the Troop Handbook. Mastery of these skills is mandatory before advancing to the next rank. **The Scout must be in complete Dress A uniform (refer to the Uniform section for details) and must have his Boy Scout Handbook with him.**

## **SERVICE PROJECT**

The Scout must describe the service project he completed to fulfill the requirement for the rank being tested. An Eagle Scout Service Project requires significantly more detail and is discussed later in this Troop Handbook.

## **ATTENDANCE**

Scouts looking to advance with Troop 19 need to be active at troop meetings and to actively participate in troop activities. Our program seeks to get our new Scouts to First Class rank within the 1st year of joining the troop. In order to achieve this time table, Scouts seeking Tenderfoot, Second Class and First Class ranks must attend all Troop campouts in their first year and be active at troop meetings.

Scouts seeking higher ranks of Star, Life and Eagle must show active participation and a commitment to the Scouting programs. Scouts seeking these higher ranks are expected to participate regularly in troop outings and meetings. Scouts must confer with the Scoutmaster to confirm that the attendance requirement has been met prior to seeking a board of review.

Participation in Order of the Arrow events can be counted toward attendance as long as this does not outweigh participation in Troop activities.

## **RECOMMENDATION**

After completion of the conference, the Scoutmaster or Assistant Scoutmaster will review the conference sheet with the Scout and determine if the required skills are present. If so, the Scout will be recommended for the Board of Review. If the required skills are not demonstrated, the Scout and the Scoutmaster or Assistant Scoutmaster will review the areas where he needs improvement and he will be recommended for additional testing. After the recommendation for the Board of Review, the Scout and Assistant Scoutmaster set goals for the Scout for the next rank period. If the Scout has not mastered the skills necessary for the rank he wants to achieve, the goals will include review of the missing skills and scheduling a new Scoutmaster Conference for the rank. **Scoutmaster conferences are not cumulative. Each conference is separate from any previous conference. A Scout sitting for a second conference for a rank will be required to show knowledge of each skill as if no previous conference had been held.**

**A record of each Scoutmaster Conference will be placed in each Scout's permanent file. The Scoutmaster or Assistant Scoutmaster must sign the Scout's Boy Scout Handbook and the conference form at the conclusion of the conference and before scheduling a Board of Review.**

### **BOARD OF REVIEW**

After the Scout has successfully completed his Scoutmaster Conference and been endorsed by the testing Scout leader, the Scout can schedule a Board of Review. Parents and Troop committee members conduct the Board of Review to evaluate the progress of the Scout, discussing the Scout's experiences within the program and to solicit input from the Scout regarding the Troop itself.

**All Boards of Review are conducted the third Tuesday of the month unless a Court of Honor is within the following two weeks. Boards of Review will NOT be conducted on Troop committee meeting nights or on the evening of the Patrol Leaders' Council meeting.**

The Board of Review will be held only when the Scout has scheduled the session with the Advancement Chair or designee. **The Scout must be in complete Dress A uniform (refer to the Uniform section for details) and must have his Boy Scout Handbook with him.** The Scout should be prepared to discuss and demonstrate basic Scouting skills as well as skills learned to earn the rank. As a Scout progresses in rank, the review becomes more in-depth and the Scout is expected to discuss his Scouting, educational, and lifetime goals in addition to basic Scouting skills. The Tenderfoot Board of Review may last 15 to 20 minutes while an Eagle Board of Review may last up to one hour.

**Scout must call Advancement Chair one week in advance of the desired date for a Scoutmaster Conference or Board of Review. If the Scout fails to call and set the appointment with the Advancement Chair, there will be no Board of Review or Scoutmaster Conference.**

Scout \_\_\_\_\_  
 Rank \_\_\_\_\_

Date \_\_\_\_\_

Scoutmaster \_\_\_\_\_

Describe service Projects ( T - 1 hr/ 2nd - 2 hr/ 1st - 3 hr/ Star - 6 hr/ Life - 6 hr since last rank) \_\_\_\_\_

**Camping Trips & Troop Activities Attended**

Uniform Check (circle one)

Class A Uniform Complete

Incomplete Uniform

Missing Uniform Items

Knots & Lashing	Camping Skills & Safety
T - Square Knot <input type="checkbox"/> T - Two Half Hitches <input type="checkbox"/> T - Tautline Hitch <input type="checkbox"/> T - Fuse & Whip Rope <input type="checkbox"/> 1st - Clove Hitch <input type="checkbox"/> 1st - Bowline <input type="checkbox"/> 1st - Square, Diagonal & Sheer Lashing <input type="checkbox"/> Comments _____ _____	T - How & What to pack <input type="checkbox"/> T - How to select a good campsite <input type="checkbox"/> T - Rules of safe hiking both day & night <input type="checkbox"/> T - Buddy System <input type="checkbox"/> 2nd - Explain how to prepare tinder, kindling & fuel <input type="checkbox"/> 2nd - Explain fire & stove safety <input type="checkbox"/> 2nd - Proper care of knives, saws & axes <input type="checkbox"/> 2nd - Describe a healthy menu <input type="checkbox"/> 2nd - Describe how to properly cook and serve a meal while camping <input type="checkbox"/> 1st - Safe storage and transport of meat, dairy, vegetables and other perishable foods <input type="checkbox"/> 1st - Proper disposal of camp garbage <input type="checkbox"/> Comments _____
Outdoor Skills & Safety	Water Safety
T - Name the 3 types of poisonous plants <input type="checkbox"/> T - Name the 4 types of poisonous snakes <input type="checkbox"/> 2nd - Explain how a compass works <input type="checkbox"/> 2nd - Explain the difference between True North and Magnetic North <input type="checkbox"/> 2nd - Show how to orient a map <input type="checkbox"/> 2nd - Explain the different map symbols <input type="checkbox"/> 2nd - Explain contour lines <input type="checkbox"/> 1st - Show how to find your way without a compass (day & night) <input type="checkbox"/> 1st - Explain how to measure height and width <input type="checkbox"/> Comments _____	2nd - Explain the precautions for safe swimming <input type="checkbox"/> 2nd - Explain the 4 methods of water rescue in the order you use them and why <input type="checkbox"/> 1st - Explain the procedures & precautions for a safe float trip. <input type="checkbox"/> 1st - Explain swim survival & how you can stay afloat. <input type="checkbox"/> Comments _____
First Aid	
T - Explain the Heimlich maneuver & when to use it. <input type="checkbox"/> T - Explain how to treat poison ivy, oak & sumac <input type="checkbox"/> T - Explain treatment for simple cuts & scratches <input type="checkbox"/> T - Explain treatment for blisters on the hand & foot <input type="checkbox"/> T - Explain treatment for 1st degree burn <input type="checkbox"/> T - Explain treatment for poisonous snake bites. <input type="checkbox"/> T - Explain treatment of a nosebleed <input type="checkbox"/> T - Explain treatment of frostbite <input type="checkbox"/> T - Explain treatment if sunburn <input type="checkbox"/> 2nd - Explain the hurry cases of stopped breathing, serious bleeding & internal poisoning <input type="checkbox"/> 2nd - Explain what is in a First Aid kit <input type="checkbox"/> 2nd - Explain treatment for an object in the eye <input type="checkbox"/>	2nd - Explain what to do when someone is bitten by a rabid animal <input type="checkbox"/> 2nd - Explain treatment of a puncture wound <input type="checkbox"/> 2nd - Explain treatment of a 2nd degree burn <input type="checkbox"/> 2nd - Explain the treatment of heat exhaustion, heat stroke, shock, dehydration, hypothermia and hyperventilation. <input type="checkbox"/> 1st - Show how to apply a bandage for a sprained ankle, head injury, upper arm injury & collarbone injury. <input type="checkbox"/> 1st - What are the 5 common symptoms of a heart attack. <input type="checkbox"/> 1st - What is CPR and how do you perform it <input type="checkbox"/> 1st - What are the 4 hurry cases <input type="checkbox"/> 1st - Explain Treatment of a 3rd Degree Burn <input type="checkbox"/> Comments _____

**Scouting History**

- T - Who Founded the Worldwide Scouting Movement?
- T - Who Founded Scouting in the United States?
- T - Detail the Story of the Unknown Scout
- T - Who was the First US Scout Executive?
- T - Who was the First US Chief Scout?
- T - Who was the First US Scout Commissioner?
- T - What was the first Scout handbook called Who wrote it and when?
- T - What was the first US Scout handbook called Who wrote it and when?
- T - When was the First *Boys' Life* written?
- T - When was the first World Jamboree? Where was it held?
- T - When was the first US Jamboree? Where was it held?
- T - How often are World Jamborees held?
- T - How often are US Jamborees held?
- T - Describe the History of Robert Baden - Powell
- T - Describe the story of the First Summer Camp
- Comments \_\_\_\_\_

**School & Church Activities**

What School do you attend?  
 \_\_\_\_\_

What Activities are you involved with outside of Scouting?  
 \_\_\_\_\_

What type of grades do you make? How are you working to improve?  
 \_\_\_\_\_

What are some of your hobbies?  
 \_\_\_\_\_

How do you keep the 12th point of the Scout Law A Scout is Reverent  
 \_\_\_\_\_

**Recommendation of Scoutmasters**

Present to Board of Review

Recommend for Additional Testing

Comments \_\_\_\_\_

**Scouting Basics**

- T - Recite and Explain the Scout Oath
- T - Recite and Explain the Scout Law
- T - Recite and Explain the Scout Motto
- T - Recite and Explain the Scout Slogan
- T - Describe and Explain the parts of the Scout Badge
- Eagle & Shield
- Scroll & Knot
- Stars & Flower
- T - What is your Patrol Yell
- T - Who is your Patrol Leader
- T - Who is the Senior Patrol Leader
- T - Who is Troop 19's Scoutmaster
- T - Who is your Patrol's Head Asst. Scoutmaster
- T - Describe and Explain the Outdoor Code
- Comments \_\_\_\_\_

**US History**

- 1st - Describe the Declaration of Independence and why it is important.
- 1st - Describe the US Constitution and what is its purpose
- 1st - Name some of the Rights we are entitled to with the US Constitution
- 1st - When did the Revolutionary War occur
- 1st - What were some of the causes for the war
- 1st - Who won the Revolutionary War
- 1st - When did the US Civil War occur
- 1st - What were some of the causes for the war
- 1st - Who won the Civil War
- 1st - Name the Branches of the US Government and their primary purpose
- What is the length of term term of office for President
- US Senators
- US Representatives
- Supreme Court Justices
- How many Senators/US Representatives do we have
- How do we determine how many each state gets?
- Name the following:
- Current US President & Vice President
- Current Speaker of the House
- Current President of the Senate
- Current Chief Justice of the US
- Current NC Senators
- Current Representative for Huntersville
- Current NC Governor
- Describe the US Flag and its History
- Comments \_\_\_\_\_

**GOALS FOR NEXT CONFERENCE**

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_

## **EAGLE PROJECT GUIDELINES**

Once a Scout has achieved Life rank and is at least 14 years of age, he may begin to consider his Eagle Project. A Scout cannot begin his project until he has completed all other elements of the Eagle requirements including required merit badges. Once all elements are done, the Scout can plan and execute his Eagle Project. After completing his project, a Scout may ask for a mock Eagle Board of Review for practice only. **The formal Eagle Board of Review for rank cannot be scheduled until the Scout has reached 15 years of age, completed all advancement requirements and has received approval from the Scoutmaster.**

## **EAGLE SERVICE PROJECT**

1. An Eagle Service Project should benefit church, school, community, or nation. It must not benefit the Boy Scouts of America.
2. The Eagle candidate must select a project and secure approval from the Scoutmaster and the Eagle Service Project Review Coordinator.
3. The Scoutmaster must approve the project and the project may be presented to the Troop Committee. The Eagle candidate may wish to present the project again to the committee when it is complete.
4. Selection of the Eagle Project is the responsibility of the Eagle candidate.
5. When the Scoutmaster feels that the Eagle candidate is ready to start the project, a meeting will be held with the Eagle candidate, the Scoutmaster, and the Eagle Project Review Coordinator. The purpose of the meeting will be to review all relevant guidelines.
6. The Eagle candidate must work closely with the Scoutmaster and the Advancement Committee Chair to assure that all the guidelines are followed.
7. After approval, the Eagle candidate may go on with the project.
8. When all the proper work is completed, the Eagle candidate may request a mock Board of Review or when he is fully prepared, an Eagle Board of Review.
9. The Eagle candidate's project must be completed by his 18<sup>th</sup> birthday.

## BSA DESCRIPTION AND HISTORY

**Adventure!** Adventures are a big part of Scouting. (Official Boy Scout Handbook, Chapter 2, Page 2.) In short, Scouting is a youth organization that uses a fun program to promote character development, citizenship training, and mental and physical fitness for every member. The Boy Scouts of America makes Scouting available to our nation's youth by chartering community organizations to operate Cub Scout Packs, Boy Scout Troops, Varsity Scout Teams, and Venturing Crews. The chartered organization must provide an adequate and safe meeting place, capable adult leadership, and must adhere to the principles and policies of the BSA. The local BSA council provides unit leader training, program ideas, camping facilities, literature and professional guidance for volunteer leaders. Scouting's adult volunteers provide leadership at the unit, district, council and national levels. Many are parents of Scouts; many entered Scouting as youth members.



### **How Scouting Came to America, “The Story of a Good Turn” (Boy Scout Handbook Tenth Edition, Chapter 26, Boy Scouts of America)**

How good must a Good Turn be to be good? The answer is best given by telling you the story of how Scouting came to America. The story shows that it isn't the size of a Good Turn that counts. What is important is the spirit with which a Scout does a Good Turn. “Do a Good Turn Daily” is the Scout Slogan.

*One day in 1909 in London, England, an American visitor, William D. Boyce, lost his way in a dense fog. He stopped under a street lamp and tried to figure out where he was. A boy approached him and asked if he could be of help. “You certainly can,” said Boyce. He told the boy that he wanted to find a certain business office in the center of the city. “I’ll take you there,” said the boy. When they got to the destination, Mr. Boyce reached into his pocket for a tip. But the boy stopped him. “No thank you, sir. I am a Scout. I won’t take anything for helping.” “A Scout? And what might that be?” asked Boyce. The boy told the American about himself and his brother Scouts. Boyce became very interested. After finishing his errand, he had the boy take him to the British Scouting office. At the office, Boyce met Lord Robert Baden-Powell, the famous British general who had founded the Scouting movement in Great Britain. Boyce was so impressed with what he learned that he decided to bring Scouting home with him. On February 8, 1910, Boyce and a group of outstanding leaders founded the Boy Scouts of America. From that day forth, Scouts have celebrated February 8 as the birthday of Scouting in the United States.*

What happened to the boy who helped Mr. Boyce find his way in the fog? No one knows. He had neither asked for money nor given his name, but he will never be forgotten. His Good Turn helped bring the Scouting movement to our country. In the British Scout Training Center at Gilwell Park, England, Scouts from the United States erected a statue of an American buffalo in honor of this unknown Scout. One Good Turn to one man became a Good Turn to millions of American boys. Such is the power of a Good Turn.

### **THE FOUNDER OF SCOUTING**

The man who started the Scouting movement, Robert Baden-Powell, spent much of his life serving in the British cavalry. He received his early military training in India, then served in Africa. At the turn of the century he was an officer in the war between Britain and the descendants of Dutch settlers, the Boers, in South Africa. He gained world fame during the war

by defending the town of Mafeking against a force of Boer soldiers. He stood fast for 217 days until another British army group broke through the enemy lines and lifted the siege.

Baden-Powell came home to England as the best known hero of the Boer War. He decided to use his fame to help British boys become better men. He based his ideas for a boys' organization on his own experience as a youngster in England and as a soldier in India and Africa. In 1907, he invited a group of boys to attend the world's first Boy Scout camp on a small island in the English Channel called Brownsea Island. The success of the camp led him to write a book he called *Scouting for Boys*. It was an instant best seller. Boys by the thousands bought it and decided to become Scouts. Scouting spread like wildfire throughout England and, before long, around the world.

### **EARLY DAYS OF SCOUTING IN AMERICA**

Among the founders of the Boy Scouts of America, Ernest Thompson Seton and Daniel Carter Beard were skilled at living outdoors. Both had written books about camping and nature study, and both had developed their own outdoor programs for young people. Ernest Thompson Seton became the first Chief Scout of the Boy Scouts of America. Daniel Carter Beard served as the National Commissioner of the Boy Scouts of America.

James E. West, a young Washington lawyer, became the first Chief Scout Executive of the new Boy Scouts of America. His own childhood had been difficult. His father had died before he was born. His mother passed away when he was 7 years old, and West was raised in an orphanage. He suffered from an illness that made it difficult for him to walk. Despite the hardships, he put all his ambition, ability and energy into becoming a lawyer. He succeeded and then dedicated himself to helping all children – healthy, sick, and disabled – to have a better life. James West gave the Boy Scouts of America 32 years of strong, wise leadership. His efforts helped build Scouting into the largest organization for boys in the country.

### **THE FIRST HANDBOOK**

The boys joining the new Boy Scouts of America needed a manual of their own. Published in 1911, the BSA's *Handbook for Boys* was an American version of Baden-Powell's *Scouting for Boys*. It was packed with information about hiking and camping, forming patrols, and having fun in the outdoors. The book also described activities for Scout troops and listed requirements for Scout ranks and merit badges.

The Scout handbook has been revised 11 times to include the latest developments in Scouting and outdoor adventures. Since 1911, more than 33 million copies of *Boy Scout Handbook* have been printed. That makes it one of the most popular American books of all time.

### ***Boys' Life***

When James West became the first Chief Scout Executive, he felt that the Boy Scouts of America needed a magazine. Scouts reading a good publication could share the best Scouting had to offer. In 1912, Mr. West and the BSA national office began publishing a magazine they called *Boys' Life*. Today, more than 2,000,000 Scouts receive *Boys' Life* each month. Each issue is filled with terrific stories, camping hints, and Scout projects. James West's good idea has become a very important part of Scouting.

### **THE FIRST WORLD JAMBOREE**

By 1920, Scouting had spread around the world. To strengthen this world brotherhood, Baden-Powell invited Scouts from all nations to a world jamboree in London. He wanted young people from many countries to camp together, share their skills and develop friendships.

The first jamboree was such a success that Scouting's leaders promoted the ideas for more worldwide gatherings. With the exception of the World War II years, world jamborees have been held every 4 years.

Since 1937, the Boy Scouts of America has held on national jamboree between every two world jamborees. As many as 50,000 Scouts have attended each gathering.

### **THE GROWTH OF SCOUTING**

Through the years, the Boy Scouts of America has continued to grow. To serve the special needs and interests of Scouts, the BSA has developed a variety of programs.

Sea Scouting began in 1912 as a branch of Scouting for older boys. Eventually it became Senior Scouting, which proved to be very popular. Today, Venturing is the program for young men and women in the Boy Scouts of America.

The Lone Scouts of America merged with the BSA in 1924. An organization for boys who lived in sparsely populated areas of the country, the Lone Scouts had been founded by William Boyce.

In 1930, a younger boy program, first called Cubbing but now known as Cub Scouting, began drawing boys from age 8 and up into the movement. Tiger Cubs BSA was added in 1982 to serve boys younger than 8 and their families. Varsity Scouting, added more recently, rounds out the program of the Boy Scouts of America.

### **ORDER OF THE ARROW**

The Order of the Arrow is a national brotherhood of Scout campers. The Order of the Arrow was founded in 1915 by Dr. E. Urner Goodman and Carroll A. Edson at Treasure Island, PA. The Order of the Arrow became an official part of the Boy Scouts of America in 1948. The honor of becoming a member of the Order of the Arrow is one that a Scout cannot set out to earn on his own. This honor is bestowed on a Scout by the members of his troop. This is done when he has proved himself worthy of receiving it. He must be an outstanding Scout and an unselfish camper.

The Order of the Arrow is Scouting's national honor society. It sets out to recognize those youth and adult campers who best exemplify the Scout Oath and Law in their daily lives, to develop and maintain camping traditions and spirit, and to crystallize the Scouting habit of helpfulness into a life purpose of leadership in cheerful service to others.

#### **Membership Requirements:**

##### **Ordeal Member**

1. Registered Boy Scout
2. First Class rank or higher
3. Fifteen days and nights of Scout camping over a two-year period, including a six-day, five-night camping experience at an accredited BSA facility.

##### **Brotherhood Member**

1. Ten months active service to the Order of the Arrow
2. Meet OA requirements for Brotherhood

##### **Vigil Honor**

1. Two years' active and outstanding service to Scouting, the OA lodge and the community
2. Meet OA requirements for Vigil Honor

## CATAWBA LODGE – OA Lodge 459 – Mecklenburg County Council

The Catawba Lodge of the Order of the Arrow was founded in 1951 to recognize those campers in Mecklenburg County who best exemplify the Scout Oath and Promise in their daily lives. The Lodge's totem is the hornet's nest in honor of Charlotte's nickname. The nickname came from Lord Cornwallis of England during the American Revolution. Lord Cornwallis called Charlotte and Mecklenburg County a "hornet's nest" when he and his men fought the patriots of the area before moving to Guilford Courthouse and Yorktown.



The lodge flap features the hornet's nest as the central figure. There are distinctive patches for each level of OA membership – Ordeal, Brotherhood, and Vigil Honor. The flap is to be worn only by active members of the lodge.

Catawba Lodge dues are payable in the fall after the Fall Fellowship. The Troop collects the dues during the month of November and remits in bulk on behalf of the lodge members. Catawba Lodge also offers a Life Membership for those members who have achieved Brotherhood or Vigil Honor. See the Order of the Arrow Troop Representative for additional information regarding a Life Membership.

Troop 19 Order of the Arrow elections are held every January. To be eligible, A Scout must

- Be a registered member of Troop 19
- Have earned 1<sup>st</sup> Class rank prior to the election date
- Have experienced at least 15 days and nights of Boy Scout camping during the two-year period prior to election.
- Have attended at least one long term camp consisting of six consecutive days and five nights of BSA approved resident camping
- Have approval of your Scoutmaster prior to election

**Once elected, a Scout will have one year from the date of election to complete their Ordeal.**

**Adult leaders and Committee members are nominated for selection to the Order of the Arrow by the Troop Committee and Scoutmaster. Adults who are chosen for the Order of the Arrow will also have one year from the date of selection to complete their Ordeal.**

## **KNOW OUR COUNTRY'S FLAG**

The United States' flag is far more than the red, white and blue cloth of which it is made. As the living symbol of America, it stands for the past, present and future of our country. It symbolizes our people, our land and our way of life.

The flag represents the men and women who built America. It reminds us of the native Americans who inhabited the continent for thousands of years, of Pilgrims finding a place to worship their God in their own way, of pioneers building homes in a new land, of Washington leading a young nation, of Lincoln that nation together, of Martin Luther King Jr.'s dream of justice and equality for all, and of the men and women of all races and beliefs who fought and died for our country.

## **THE HISTORY OF THE FLAG – OLD GLORY**

Each flag's colors and designs have specific meanings. Our flag, "Old Glory," as it is often referred to and which parallels the origin of our country, stands for the hard work and sacrifice of millions of Americans. Its seven red and six white stripes represent the thirteen original colonies. Its white stars on a blue field represent the union of the states. The flag makers left no records to tell us why they chose red, white and blue for the colors of the flag. In 1782, the colors of the flag were made part of the newly designed Great Seal of the United States, and the Department of State said the colors have these meanings:

- RED - hardiness and courage
- WHITE - the symbol of purity and innocence
- BLUE - vigilance, perseverance and justice

There is a legend that George Washington said:

***"We take the stars and blue union from Heaven, the red from our mother country, separating it by white stripes, thus showing that we have separated from her, and the white stripes shall go down to posterity representing liberty."***

Although Francis Hopkins claimed credit for designing our flag, no one really knows who suggested the design. Betsy Ross of Philadelphia is reputed to have made the first flag and suggested the five-pointed stars.

The flag of today evolved out of many earlier flags raised over American soil in days gone by. For several centuries after European explorers first sailed to North America, the flags of Spain, France, Holland, Sweden and England flew over different parts of the continent. A British flag known as the Red Ensign waved over the American colonies from 1707 until the beginning of the Revolutionary War.

When the Revolution started in 1775, the colonies wanted a flag of their own. That new flag, the Grand Union, was raised over George Washington's headquarters outside Boston on January 1, 1776.

On June 14, 1777, the Continental Congress meeting in Philadelphia chose a design for the first official flag of the United States of America. Today we celebrate June 14 as Flag Day.

When two more states joined the Union in 1795, the American flag gained two stars and two stripes, bringing to 15 the total of each. The Star Spangled Banner flew above Fort McHenry during the British bombardment in 1814, inspiring Francis Scott Key to write the poem that became the words to our national anthem.

As more states joined the United States, Americans realized that the flag would become an awkward shape if additional stripes were sewn to it. Congress restored the design to the original 13 stripes and decided that a star would be added to the blue field for each new state. The 50<sup>th</sup> star – for Hawaii – was added July 4, 1960.

### **The Red Ensign Flag**

The Red Ensign was the merchant flag of Great Britain. It was red with a union in the upper inner corner combining the red on white cross of St. George, the patron of England, with the diagonal white on blue cross of St. Andrew, the patron of Scotland.

### **The Grand Union Flag**

The Grand Union flag was raised over George Washington's headquarters in January 1776. This flag kept the union of the British flag but added six white stripes to the red field of the Red Ensign. This change broke the red field into seven red and six white stripes, 13 in all.

### **The First Official Flag of the United States**

The first official flag of the United States was created by a resolution of the Continental Congress on June 14, 1777. It specified "that the flag.....be 13 stripes alternate red and white; that the union be 13 stars, white in a field of blue, representing a new constellation." Since the resolution did not tell how the stars were to be arranged, flag makers grouped them in different ways – in rows, in a half circle, and in a full circle.

### **The Star Spangled Banner**

The Star Spangled Banner of 1814 inspired Francis Scott Key to write a poem. This poem became the words of our national anthem. The flag had 15 stripes and 15 stars. The two new stars and stripes had been added in 1795.

### **The Flag of 1818**

The flag of 1818 returned to the original 13 stripes of the first official flag of the United States. Five more stars were added, for a total of 20. From that time to the present, the number of stripes has remained the same. A new star has been added for each new state.

# Troop 19 Rules of Conduct

**Purpose:** The purpose of the Rules of Conduct is to ensure a safe and friendly atmosphere for learning. Scouting should be an activity that allows a boy to develop leadership skills, teamwork, and expand his knowledge base to allow him to develop into a responsible man. The Scout Law is the foundation for these rules. These rules have been presented to the Scout leaders and the troop committee. Changes must be approved by the leaders and committee. These rules must be understood and agreed to by each Scout and his parents and/or guardians. Each Scout and registered adult will be provided a copy of the Rules of Conduct. Training for each Scout will be conducted prior to implementation and will be a part of new Scout orientation each year.

**Mission Statement:** The mission of the Boy Scouts of America is to prepare boys to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Law.

**Vision:** The Boy Scouts of America is the nation's foremost youth program of character development and values-based leadership training.

In the future, Scouting will continue to:

- Offer boys responsible fun and adventure
- Instill in boys lifetime values and develop in them ethical character as expressed in the Scout Oath and Law
- Train boys in participating citizenship, service, and leadership
- Serve America's communities and families with its quality, values-based program.

Each violation of the Rules of Conduct is followed by a minimum and maximum amount of punishment. The minimum is designated for First Offense violations. Additional violations can result in more severe punishment, and not necessarily the next level of punishment. Rules of Conduct violations will be recorded and can be used for a period of up to six months. A Rule of Conduct violation will be completed and placed in the Scout's file for the designated period of time, and then it is purged from the file.

## TROOP-INITIATED PUNISHMENT

Minimum:                   Level 1 – Conference  
                                  Level 2 – Intervention  
                                  Level 3 – In-troop suspension  
                                  Level 4 – Suspension for one through four meetings  
                                  Level 5 – Suspension for five through twelve meetings  
                                  Level 6 – Suspension for 13 meetings through expulsion

## DEFINITIONS

**Conference:**                   Meeting with the Scout(s) and at least two registered adults as needed.

**Intervention:**               Meeting with the Scout(s), parent(s)/guardian(s) and at least two registered adults.

**In-troop Suspension:** At least one parent or guardian must attend meetings with the Scout for a pre-determined amount of time.

**Suspension:** Scout(s) is/are not allowed to attend troop functions and cannot advance in rank. Scout(s) may also forfeit leadership position.

**RULE 1: GENERALLY DISRUPTIVE BEHAVIOR**

- A. Chronic talking
- B. Throwing objects
- C. Horseplay, harassing, or teasing
- D. Refusing to stay in assigned areas
- E. Rude noises
- F. Insubordination or refusing to comply with directions from a Patrol Leader or registered adult.

<b>Punishment:</b>	Minimum	-	Level 1
	Maximum	-	Level 3

**RULE 2: UNSAFE ACTIONS**

- A. Putting himself or others in harm's way (which applies when conduct does not meet the standard of other rules)
- B. Improper use of fire, which includes playing, lighting sticks outside a fire ring, and any other unsafe behavior involving fire, fuel or other combustible or flammable materials
- C. Hazing – behavior of an older boy or boys that intentionally threatens, intimidates, or harasses a younger Scout
- D. Disruptive or distracting behavior on the troop bus (or other mode of transportation) or during Scout activities.

<b>Punishment:</b>	Minimum	-	Level 1
	Maximum	-	Level 6

**RULE 3: USE OF VEHICLES BY SCOUTS**

- A. Driving on Scout property without permission
- B. Driving a vehicle to or from a Scout function without permission
- C. Driving in a reckless manner on Scout property
- D. Violating the Troop Driving policy or Troop Travel Policy.

<b>Punishment:</b>	Minimum	-	Level 1
	Maximum	-	Level 3

**RULE 4: THEFT**

- A. Stealing, aiding or abetting the theft of another person's or entity's possessions.

<b>Punishment:</b>	Minimum	-	Level 3
	Maximum	-	Level 6

**RULE 5: AGGRESSIVE PHYSICAL ACTIONS**

- A. Hitting, biting, spitting, shoving, kicking, or throwing objects (generally classified as assault-type actions directed at another)
- B. Verbal confrontation or provocation toward another Scout or adult
- C. Fighting (generally classified as mutually aggressive physical conduct)
- D. Threatening or intimidating another Scout or adult.

**Punishment:** Minimum - Level 3  
 Maximum - Level 6

**RULE 6: ALCOHOL, TOBACCO OR OTHER LEGAL, ILLEGAL OR CONTROLLED SUBSTANCES**

- A. Possession, use, sale or distribution of tobacco products by a Scout (tobacco-related activity by an individual under the age of 18 is illegal)
- B. Possession, use, sale, distribution, or being under the influence of alcohol (alcohol-related activity by an individual under the age of 21 is illegal)
- C. Possession, use, sale, distribution, or being under the influence of legal, illegal, or controlled substances, at any age, is illegal. (See Troop guidelines regarding medication.)

**Punishment:** Minimum - Level 1  
 Maximum - Level 6

**RULE 7: POSSESSION OF UNAUTHORIZED EQUIPMENT OR ITEMS**

**IMMEDIATE CONFISCATION OF SAID ITEMS WILL OCCUR**

- A. Cell phone, pager, GPS, electronic games, radio, TV, MP3 player, CD player or any other electronic device **unless** the Scout has earned their Tech Chip before the activity and has the Tech Chip with them while using the device
- B. Fixed blade knives or large folding knives
- C. Firearms, except where used with supervision for bona fide Scout activities
- D. Any other dangerous weapons, such as a slingshot, bow and arrow (except where used with supervision for bona fide Scout activities), sword, sharpened objects, martial arts weapons, or objects which appear to be any of the aforementioned items (toy look alikes, props, etc.)
- E. Laser pointers
- F. Ammunition or any gun powder (except where used with supervision for bona fide Scout activities)
- G. Paint ball guns and related items
- H. Lighters

**Punishment:** Minimum - Level 1  
 Maximum - Level 6

# YOUTH LEADERSHIP ROLES & RESPONSIBILITIES

Troop 19 is a Scout-run organization. The adult leadership is present to assist the youth leaders and provide guidance in running the troop. The Scouts who run the troop are elected by Scouts and meet the requirements outlined below. All youth leadership assignments are six months in duration.



## REQUIREMENTS AND RESPONSIBILITIES FOR OFFICERS OF TROOP 19

### Senior Patrol Leader Requirements

1. Should complete Junior Leader Training or the equivalent
2. Served the troop as a patrol leader
3. Be active in Troop 19 for six months
4. Hold the rank of Star Scout or higher
5. Age 13 years or older
6. Live by the Scout Law and Scout Oath

### Senior Patrol Leader Responsibilities

1. Run troop meetings
2. Conduct monthly Patrol Leaders' Council meetings
3. Provide support to patrol leaders
4. Assist Scoutmaster in execution of troop activities.

### Assistant Senior Patrol Leader Requirements

1. Should complete Junior Leader Training or the equivalent
2. Served the troop as a patrol leader
3. Be active in Troop 19 for six months
4. Hold the rank of Star Scout or higher
5. Age 13 years or older
6. Live by the Scout Law and Scout Oath

### Assistant Senior Patrol Leader Responsibilities

1. Assist Senior Patrol Leader in running troop meetings
2. Conduct inspections and attendance at each meeting
3. Coordinate games for troop meetings
4. Coordinate the Instructor teams as designated by the Junior Assistant Scoutmaster for training and/or the Scoutmaster.

### Patrol Leader Requirements (*Note: Does not apply to Puppy Patrols*)

1. Be active in Troop 19 for six months
2. Must be Second Class rank or above
3. Age 11 years or older
4. Live by the Scout Law and Scout Oath

### Patrol Leader Responsibilities

1. Conduct patrol meetings each week in accordance with the plans from the Patrol Leaders' Council
2. Conduct Start, Stop, Continue each month
3. Contact all patrol members and Assistant Scoutmasters on all outings and troop functions
4. Coordinate activities of patrol officers
5. Coordinate activities of patrol with execution of Service or Program patrol duties.

### **Order of the Arrow Troop Representative Requirements**

1. Must be First Class rank or above
2. Must be a member of the Order of the Arrow
3. Must be a Brotherhood member or above
4. Age 13 years or older
5. Must be active in OA functions

### **Order of the Arrow Troop Representative Responsibilities**

1. Develop the roster of all troop OA members, including membership status, Ordeal, Brotherhood, and Vigil Honor, with dates of induction
2. Collect yearly dues with proper forms and remit to the Scout Office
3. Promote lodge events to the troop and provide copies of flyers and pamphlets
4. Collect fees and help register members for all lodge events and activities
5. Help train Brotherhood candidates
6. Keep attendance rosters for events and advise Scoutmaster of attendance concerns.

### **Troop Guide Requirements**

1. Must be Star rank or above
2. Age 14 years or older
3. Must be active in Troop 19 for six months
4. Live by the Scout Law and Scout Oath

### **Troop Guide Responsibilities**

1. Supervise and assist Patrol Leader and Assistant Patrol Leader
2. Participate as an active member in patrol activities.

### **Troop Instructor Requirements**

1. Must be Star rank or above
2. Age 13 years or older
3. Must be active in Troop 19 for six months
4. Live by the Scout Law and Scout Oath

### **Troop Instructor Responsibilities**

1. Work with the assigned Assistant Senior Patrol Leader, Junior Assistant Scoutmaster, and Patrol Leaders' Council to plan instructional sessions
2. Plan monthly meetings and other events with designated Assistant Scoutmaster each week
3. Lead instruction sessions each week as assigned.

### **Junior Assistant Scoutmaster Requirements**

1. Must complete Junior Leader Training or the equivalent
2. Must hold rank of Life or Eagle
3. Age between 15 and 18 years

### **Junior Assistant Scoutmaster Responsibilities (will vary based on the needs of the troop)**

1. As needed, work with the Senior Patrol Leader to run weekly meetings
2. As needed, advise the Senior Patrol at the Patrol Leaders' Council meetings and troop functions
3. As needed, work with the Assistant Senior Patrol Leaders in completion of their duties
4. As needed, assist Troop Guides in aiding Patrol Leaders and Assistant Patrol Leaders
5. As designated, serve as the chief liaison to the Patrol Leaders' Council for Troop Instructors
6. As designated, assist the assigned Assistant Scoutmaster in conducting planning meetings.

### **Other Offices**

Assistant Patrol Leader, Chaplain's Aide, Librarian, Historian, Scribe, Quartermaster, and Honor Guard are appointed positions. Requirements for these positions are:

1. Be active in Troop 19 for six months
2. Must be Second Class rank or above
3. Live by the Scout Law and Scout Oath

### **Assistant Patrol Leader Responsibilities**

1. Assist Patrol Leader in execution of patrol meetings
2. Assist patrol officers with execution of their offices.

### **Chaplain's Aide Responsibilities**

1. Coordinate prayer services for troop activities
2. Coordinate religious service requirements at troop functions.

### **Librarian Responsibilities**

1. Coordinate troop collection of merit badge books and Scout books
2. Provide check out services to Scouts wishing to borrow troop resources
3. Organize the troop library
4. Maintain troop publication updates as required.

### **Historian Responsibilities**

1. Maintain troop collection of pictures and memorabilia
2. Coordinate photography at all troop functions.

### **Scribe Responsibilities**

1. As requested, attend Patrol Leaders' Council meetings and take notes
2. Provide clear and concise minutes to troop collection.

### **Quartermaster Responsibilities**

1. Coordinate and organize patrol equipment
2. Provide checkout and check in service to patrol
3. Report any broken or missing equipment to Quartermaster Advisor for appropriate action.

### **Honor Guard Responsibilities**

1. Prepare and execute flag ceremonies for all troop events and activities
2. Coordinate training on flag protocol for all patrols
3. Train new members as required.

### **Troop Webmaster**

1. Maintains Troop Website
2. Verifies information on website is correct and up to date
3. Helps ensure that Scouts' and Leaders' privacy is protected.

### **Leave No Trace Trainer**

1. The Leave No Trace Trainer helps minimize impact on the land by teaching members the principles of Leave No Trace
2. Helps improve Scouts' outdoor ethics decision-making skills.
3. Assists Scouts who wish to earn the Leave No Trace Award

All officers remain active (attending more than 40% of scheduled Troop 19 activities including meetings and trips) with Troop 19 and not have any discipline proceeding or he will be removed from office.

## TROOP LEADERSHIP TRAINING

After each series of troop elections, Troop 19 holds a training course for all youth leaders called Troop Leadership Training. This training is required for all youth leaders, whether or not the Scout has previously attended the course. The course is conducted using the national syllabus and presented by the Scoutmaster, Assistant Scoutmasters, and Senior Patrol Leader. Scouts who successfully complete this training will receive the **TRAINED** patch certifying the completion and allowing them to serve in their elected positions. **ALL TROOP 19 YOUTH LEADERS MUST COMPLETE TROOP LEADERSHIP TRAINING AFTER EACH ELECTION – IT DOES NOT CARRY OVER FROM ONE POSITION TO ANOTHER.**

**The Scoutmaster and Troop Committee have some discretion for interpretation and implementation of the above policies.**

# TROOP AWARDS

Each year at the year-end Court of Honor and banquet, Troop 19 honors individual Scouts for achievement in the past troop year. The troop recognizes at least one individual Scout with the E. F. Kumm Scout of the Year award and at least one individual first-year Scout with the Bennie Cross Pacesetter of the Year award. The requirements for these awards are:

## E. F. KUMM SCOUT OF THE YEAR

- Scout must be active in the troop for two or more years
- He will be selected by the Scoutmaster and Assistant Scoutmasters
- He must meet the following qualifications for eligibility:
  - Active in the troop
  - Demonstrates Scout Spirit
  - Role model for other Scouts
  - Shows notable leadership
  - Wears his proper uniform regularly
  - Lives the Scout Oath and Scout Law.

## BENNIE CROSS PACESETTER OF THE YEAR

- First-year Scout (Puppy)
- He will be selected by the Assistant Scoutmaster for the first-year Scouts
- He must meet the following qualifications for eligibility:
  - Active in the troop
  - Demonstrates Scout Spirit
  - Willingness to follow instructions of older Scouts.

## LEADERSHIP CORPS

Leadership Corps is a designation for Scouts who have shown notable leadership within the troop. The Leadership Corps recognizes this leadership and assists the Scout in expanding his leadership skills and knowledge. To be eligible for the Leadership Corps, the Scout must:

- Be 15 to 18 years of age
- Hold the rank of Life or higher
- Must have completed at least 10 of the required merit badges for Eagle
- Must have Scoutmaster and Eagle Board approval of his Eagle project
- Must attend a minimum of 60% of all troop functions
- Maintain a weighted grade point average of 3.0 or better
- Must have held a leadership position within the troop as Senior Patrol Leader, Assistant Senior Patrol Leader, Troop Guide or Troop Instructor.

**ALL HONOR AWARD RECIPIENTS ARE SELECTED BY THE SCOUTMASTER AND ASSISTANT SCOUTMASTERS OF THE TROOP (AS NOTED).**

## HONOR PATROL STARS

Troop 19 strongly encourages each patrol to work for Honor Patrol stars. These awards are given to those patrols that exhibit consistent use of the patrol method in the troop during all events and activities. A patrol can earn the award every three months, provided they meet the standards listed below each time. Once all requirements are met, the Patrol Leader and Assistant Scoutmaster for the patrol submit the score sheet to the Scoutmaster for approval. Once approved, each patrol member will receive the Honor Patrol star patch.

The required steps are:

1. Have a patrol name, patrol flag, and patrol yell – and use them
2. Hold two patrol meetings every month
3. Take part in at least one hike, outdoor activity or other Scouting event.
4. Complete two Good Turns or service projects approved by the Patrol Leaders' Council
5. Help two patrol members advance one rank
6. At least 75% of the patrol's membership must wear the uniform correctly.
7. Have eight members in the patrol or increase patrol membership over the previous three months.

The score sheet for the Honor Patrol stars is included in this handbook.

## HONOR PATROL STAR SCORESHEET

<p><b>Have A Patrol Name, Flag and Yell</b></p> <p>Put your patrol design on equipment and use your patrol yell. Keep records up to date.</p>	
<p><b>Hold Two Patrol Meetings Every Month</b></p>	
<p><b>Take Part in at Least One Hike, Outdoor, Activity or Other Scouting Event</b></p>	
<p><b>Complete Two Good Turns or Service Projects Approved by The Patrol Leaders' Council</b></p>	
<p><b>Help Two Patrol Members Advance One Rank</b></p>	
<p><b>Wear the Full Uniform Correctly</b></p> <p>(at least 75 % of the patrol's membership)</p>	
<p><b>Have a Representative Attend at Least Three Patrol Leaders' Council Meetings</b></p>	
<p><b>Have Eight Members in the Patrol or Increase Patrol Membership Over the Previous Three Months</b></p>	

# GENERAL CAMPING GUIDE

## SCOUTS PLAN THEIR OWN TRIPS

1. Location
2. Type – backpacking, tailgate, etc.
3. Meals, including the shopping
4. Duty roster preparation
5. Agenda



## REQUIREMENTS FOR ATTENDANCE

1. Attendance at troop meeting
2. Scout-like conduct during all functions
3. Permission slip and fees must be submitted at meeting **before** the trip
4. Food fee is usually required for each camping trip
5. For weekend campouts, departure is usually from Huntersville Presbyterian Church late Friday afternoon with return arrival between mid-morning and lunch time on Sunday. Emails are sent to all troop members with details. Scouts must arrive 30 minutes prior to departure to loan personal and troop gear and check in. The troop will depart on time.
6. A transportation fee (i.e., gas money) will usually be charged.

## EQUIPMENT REQUIREMENTS

1. Sleeping bag/bed roll
2. Mess kit
3. Hygiene kit
4. First aid kit
5. Sun protection
6. Water bottle
7. Map and compass
8. Matches and fire starter
9. Pocketknife
10. Tent (or share with a buddy)
11. Proper clothing with rain gear (NOTE: Please read Chapter 9 of the Boy Scout Handbook which contains a checklist of essential items.)

## SITE RULES

1. Troop gear and facilities set up before patrol and individual set up
2. Buddy system will be used at all times
3. Totin' Chip rules will be followed at all times
4. The patrol method will be followed, especially regarding the duty roster
5. Respect of fellow campers and equipment is expected
6. Observation of the Outdoor Code:

As an American, I will do my best to  
Be clean in my outdoor manner  
Be careful with fire  
Be considerate in the outdoors  
Be conservation minded.

Although all Scouts are expected to conduct themselves appropriately, registered adults in attendance will ensure that safe practices are followed in all activities.

## **CAMPING AND OUTDOOR GUIDELINES**

Leave No Trace – the Outdoor Code says it all. Backcountry areas are places to seek solitude and a wilderness experience away from crowds, noise and daily pressures of life. By using “Leave No Trace” skills, trail users can reduce their impact on the diverse, fragile and spectacular areas in our country. The following guidelines will assist trail users in successfully enjoying the American wilderness.

***Leave only footprints.....take only memories.***

### **SEVEN KEYS TO LOW IMPACT AND NO TRACE CAMPING**

#### **PRETRIP PLANS**

- Wear a uniform or other clothing that will blend into your surroundings
- Obtain as much information as possible before venturing out. This includes topographic maps, recreation maps, information sheets and guidebooks
- Learn about regulations and restrictions of the area prior to traveling
- Avoid popular areas during high usage times
- Select areas that are right for your activities
- Plan 12 or fewer in your group or patrol
- Check ahead to see if the area can accommodate or will allow a group of your size
- Repackage food into lightweight containers that can easily be carried out with you
- Be prepared to filter or boil all water during your trip
- Leave a detailed itinerary with someone prior to venturing out
- Take along trash bags and use them.

#### **STAY ON DESIGNATED TRAILS AND AVOID ANY CROSS COUNTRY TRAVEL**

- If unavoidable, select hard ground or snow for cross country travel
- Do not cut across switchbacks
- Read your map carefully to avoid having to build cairns
- When encountering equestrians, step to the downhill side of the trail and remain quiet.

#### **USE DESIGNATED OR ALREADY IMPACTED CAMPSITES WHEN APPROPRIATE**

- Choose sites free of fragile plants
- Hide your campsite from view, out of site of trails, streams and lakes
- Stay as few nights as possible in one place. Before leaving the area, naturalize it as much as possible
- Select a campsite 200 feet or more from trails, lakes, streams and wet meadows
- Do not ditch tents.

#### **FIRES**

- Use a lightweight stove for cooking rather than building a fire
- If having a campfire, use existing fire rings instead of building new ones
- Build fires only where appropriate, away from trees, rocks, shrubs and meadows
- Make sure the fire is dead out
- Scatter the ashes and naturalize the area
- Use only dead and down wood and never cut green trees or bushes
- Know the fire restrictions for the area
- Replace sod or ground cover to ease burn scars.

#### **SANITATION**

- Burn food scraps completely in a fire or put them in a plastic bag and carry them out

- Pack out everything that you pack in
- Do all washing 50 feet (about 75 steps) away from camp and water sources
- Dig latrines 200 feet or more from camps, trails, and water sources
- Bury sump holes and latrines when you are through with them and restore ground cover.

### **HORSES AND PACK ANIMALS**

- Keep groups small and carry lightweight equipment
- Keep the number of animals to a minimum
- Select a campsite that has enough feed for your stock
- Keep stock 200 feet or more away from lake shores
- Bring pellets, grain or weed-free hay to areas where feed is limited or grazing is not allowed
- Remove or scatter manure and remove excess hay or straw
- Use hitch lines, hobbles and pickets to constrain pack animals
- Hobble or picket in dry areas
- Tie to sturdy trees or rope
- Move picket pins and temporary corrals several times per day.

### **COURTESY**

- Hikers step off trail to let horses pass
- Do not pick wildflowers – enjoy them where they are, then leave them for others to see
- Keep noise down when you are around other campers and hikers
- Leave radios, CD players and the like at home
- Attempt to be as courteous to others as possible as excessive noise, unleashed pets and damaged surroundings distract from the quality experience in the backcountry
- Please remember that visitors can help preserve these sites for future generations by not disturbing them in any way.

### **MORE INFORMATION**

The national **Leave No Trace** program, which advocates leaving minimal impact while using an area for recreation purposes, is another good source of information. This program provides comprehensive information that can assist in achieving a stewardship ethic. For more information contact the National Leave No Trace program at 800-332-4100.

# FIRE POLICY

1. Troop 19 strongly supports low impact camping and having a fire just for the sake of having a fire is discouraged.
2. All camp and park rules concerning fires supersede the fire policy of Troop 19.
3. All allowed campfires must be built within a fire ring, either provided at the campsite or with rocks.
4. All ground cover within six feet of the fire ring must be removed before any fire is built.
5. A filled fire bucket, a filled dirt or sand bucket, and a ground beater of some sort must be near the fire.
6. All fires must be started without liquid fuel to comply with the Guide to Safe Scouting.
7. Scouts are permitted to carry matches to campsites, provided they are used properly:
  - Lighting campfires
  - Lighting camp stoves
  - Lighting camp lanterns or candles
  - Whipping the ends of a nylon rope
  - Sterilizing needles and knives for first aid activity.

**Any other use requires permission from the Scoutmaster or Assistant Scoutmaster in charge of the camp. SCOUTS ARE NOT PERMITTED TO CARRY LIGHTERS.**

8. Fires or open flames of any sort are not permitted in tents, in areas outside of the campsite, in groups of Scouts participating in activities not normally associated with the need for fire, during play or fun activities, in traveling vehicles, or any other dangerous condition.
9. Scouts are not permitted to PLAY with fire. This policy is general in nature; however it includes, but is not limited to, any removal of burning wood or coals from the campsite, building blowtorches or smoking sticks or twigs outside the campfire.
10. In addition to these Troop 19 fire policy items, all BSA rules concerning fires found in the Boy Scout Handbook are still in effect. Refer to Chapter 10, "Cooking".
11. Attention is directed to the Boy Scout Handbook which specifically states:

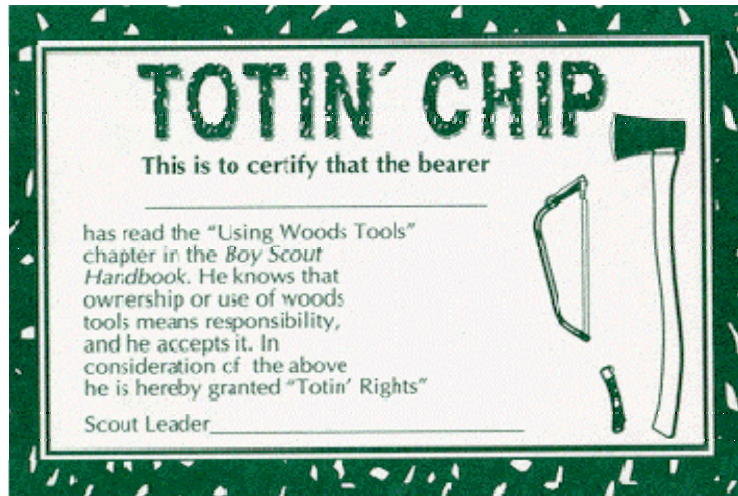
## **NO FLAMES IN TENTS**

**Keep *all* flames away from tents. Never use candles, matches, stoves, heaters, or lanterns in or near tents. No tent is fireproof. All of them can burn or melt when exposed to heat. *Flashlights only!***

## TROOP 19 KNIFE POLICY

1. To carry a knife, each Scout must possess a Totin' Chip. This must be earned before he is allowed to carry a knife and must be with him at all times he is carrying a knife. If a Scout is not in possession of his Totin' Chip, he will not be allowed to use a knife on any Scout activity.
2. All knives must be lock blades.
3. Knife blades cannot be longer than the distance between the base of the Scout's palm and the tip of his middle finger.
4. Serrated knives are not permitted.
5. Sheath knives and hunting knives are not permitted.
6. Scouts may use knives that are sold by the Boy Scouts of America.

**IF A SCOUT IS UNSURE OF THE ACCEPTABILITY OF HIS KNIFE, HE MUST ASK THE SCOUTMASTER FOR APPROVAL BEFORE CARRYING THE KNIFE ON ANY TROOP 19 OUTING OR ACTIVITY.**



# TROOP 19 ELECTRONICS POLICY

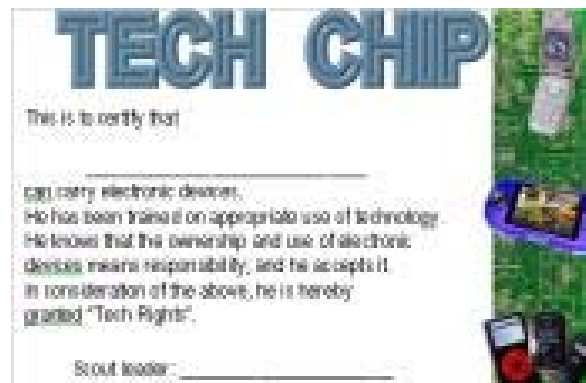
1. To carry a cell phone, GPS, iPod or other electronics device, each Scout must possess a Tech Chip. This must be earned before he/she is allowed to bring any electronic equipment with them on any Troop outing and must be with them at all times while he/she is using the electronic device. If a Scout is not in possession of their Tech Chip, he/she will not be allowed to use electronic devices on any Scout activity. Or will be required to surrender the device to the Scoutmaster.

To earn this certification, the Scout must show his Scoutmaster or someone designated by the Scoutmaster, that he/she understands their responsibility to do the following:

1. Recite and agree to proper use of electronic devices:
  - a. Use only earlier than defined "Lights Out" time.
  - b. Use when it does not interfere with other activities.
  - c. Use when it does not affect others experience, or my safety.
2. Assume all liability for the devices I bring.
3. Demonstrate placing my device in silent mode.

The Scout's "Tech Privileges" can be lost if he fails in his responsibility.

**IF A SCOUT IS UNSURE OF THE ACCEPTABILITY OF THEIR ELECTRONIC DEVICE, HE/SHE MUST ASK THE SCOUTMASTER FOR APPROVAL BEFORE CARRYING THE ITEM ON ANY TROOP 19 OUTING OR ACTIVITY.**



# TROOP 19



## FIRST YEAR SCOUT HANDBOOK

## Introduction

Welcome to Troop 19. As you continue your Scouting adventure and become a Boy Scout, a big change takes place. The most visible and most important change you will notice is that our troop is run by the Scouts, not the adults. As a member of the troop and your patrol, you will make the decisions on everything from electing your Senior Patrol Leader to what you will cook and eat on a camping trip. You will even have a position of responsibility soon. You are expected to take an active role in every aspect of our troop.

The entire troop is excited you are here and we look forward to seeing each one of you change from a wide-eyed, excited “Puppy” into a confident leader. Scouting gives a boy the opportunity to accomplish things that most other boys your age ever attempt – things such as carrying a pack with everything you need into the wilderness and use only a map and compass to guide your way, or repelling down a rock wall into a cave that few have entered. And who will be teaching and leading you through these types of adventures? That’s right – another Scout!



# BACKPACKING/CAMPING GEAR

- Don't spend a great deal of money on items that will be outgrown
- Don't buy everything right away
- Don't buy equipment without first determining if it meets the need
- Don't be fooled by high tech or high priced equipment
- Don't be fooled by low tech or low priced equipment.
- Do shop around for both price and function
- Do expect to get what you pay for
- Do expect equipment to last when properly taken care of
- Do buy backpacking gear first – backpack, sleeping bag, sleeping pad, hiking boots – and add extras later.

## TYPICAL EQUIPMENT FOR BACKPACKING

### Sleeping Bag

One of the most expensive items you will need. There are two basic types, down or synthetic:

- Down is the best insulator. It will last forever and is expensive. A down bag requires careful laundering and care. Down will not be a good insulator when wet.
- Synthetic fiber bags are bulkier and heavier for the same temperature range. They are easy to clean, require less care and are more economical. This bag will retain some of its insulating properties when wet.

## FACTORS TO CONSIDER

- Temperature rating – gives the lowest recommended temperature for which the bag was designed. It does not mean that you will be toasty warm at this temperature.
- Weight and stuff size – how heavy is it and how small you can compress it
- Bag size – shoulder and foot width as well as overall length
- Style – mummy or rectangular.

## RECOMMENDATIONS

- Try it on
- You get what you pay for – buy quality
- Plan on growing into it.

## MISCELLANEOUS

Accessories – a stuff sack usually comes with the bag

Brands – Slumber Jack, Sierra Design, Coleman, Kelty, North Face

Price Range - \$100 - \$250

Optional Equipment	-	Compression Sack	\$15 - \$25
		Pillow	\$15 - \$20
		Liner	\$15 - \$60

### Sleeping Pad

A sleeping pad is essential for warmth and comes in numerous shapes, sizes and styles. Prices range from less than \$15 to over \$100.

- Plain foam pads will provide some warmth but are subject to become wet and stay wet. They are bulky but lightweight; they are inexpensive but will not last long.
- Open cell pads are warm, more durable, bulky, lightweight and waterproof. They are also relatively inexpensive and will provide the same comfort level as a foam pad.

- Self-inflating pads are very warm, very durable, and waterproof. They are lightweight and smaller than the other types when rolled. They will provide more comfort and can be converted into a lightweight camp set. They are, however, more expensive than the other types.

#### FACTORS TO CONSIDER

Size when packed is the most important consideration.

#### MISCELLANEOUS

Optional additions – For about \$50, a self-inflating pad can be converted into a camp seat.

Brands – Therm-a-Rest

#### **Backpack**

It is essential when buying a pack that it fits the wearer properly. Some frames are adjustable. There are two basic types – internal or external frame. It is up to you to choose which type is best for you.

- An internal frame pack is more expensive, but it is more comfortable, easier to custom fit and usually has more external pockets and attach points. This pack will be longer and narrower so more difficult to pack and unpack. It will have a smaller capacity and a smaller fit range. It will become hot when carrying but provides good weather protection for gear.
- An external frame pack is less expensive, has more pockets and is easier to pack and unpack. The back is ventilated but it is not comfortable. It will have a larger fit range, allowing room for growth. The external frame pack may not have a separate pouch for the sleeping bag, making it more exposed to the weather.

#### FACTORS TO CONSIDER

- Current body size and expected growth
- Durability – do not buy a cheap pack as it will not last
- Make sure that the pack fits
- Capacity – 3,000 to 4,000 cubic inches
- Good quality hip belt that fits
- Comfortable shoulder straps.

#### MISCELLANEOUS

Optional additions – Pack cover is a must - \$15 to \$25  
 Fanny pack – some packs have a removable fanny pack  
 Day pack – used all the time in outings and campouts (an old book bag works great!)

Brands – Kelty, Jansport, REI, Eureka, Lowe, Camp Trails, Gregory

Prices - \$75 - \$275+

#### **Hiking Boots**

These are NOT sneakers or open-toed shoes! A good pair of properly fitting hiking boots is essential to comfort on the trail. The boots should have a lug-type sole and should be a mid-height boot with firm to stiff upper of leather or nylon. DO NOT wear a brand new pair of boots on the trail – break them in at home first!

## FACTORS TO CONSIDER

- Lighter weight boots (day hikers) usually have softer soles that wear faster. They also offer less support and are less stable on harder terrain but are lighter, more comfortable and are cooler.
- Heavier weight boots offer more support, last longer, and are more stable. They may be less comfortable but are warmer.
- No hiking boot will stay or be completely waterproof.
- The boots will probably be outgrown before they wear out.
- Make sure you break them in before backpacking!

## RECOMMENDATIONS

- Try on the boots with both a hiking sock and a liner sock
- Do not buy the boots too large with the thought of “growing into” them
- Laces should be drawn tight and the heel should not move. There should be ample toe room for wiggling
- Look for good arch support.

## MISCELLANEOUS

Prices - \$40 and up

# EQUIPMENT LIST

## ESSENTIAL LIST

_____	Map	_____	Matches
_____	Compass	_____	Folding knife
_____	First aid kit	_____	Watch
_____	Survival kit *		

## ALL TRIPS

_____	Water bottles	_____	Food
_____	Toilet paper/Towel	_____	Cord
_____	Day pack	_____	Scout book, pen, paper

## OVERNIGHT GEAR

_____	Pack and cover	_____	Garbage bags
_____	Sleeping bag/pad	_____	Kitchen clean up gear
_____	Ground sheet	_____	Glove for cooking
_____	Bear bag	_____	Flashlight/fresh batteries
_____	Mess kit	_____	Matches/fire starters
_____	Stove/fuel	_____	Food
_____	Cook wear as needed		

## OPTIONAL GEAR

_____	Backpacking pillow	_____	Camp seat
_____	Tent/ground cloth	_____	Gaiters
_____	Cooking spices	_____	Water purifier

## CLOTHING

_____	Boots	_____	Jacket
_____	Hiking socks/liners (2-3 pair)	_____	Gym shorts/shirt (for sleeping)
_____	Heavy pants/no JEANS	_____	Rain gear

_____	Shorts	_____	Hat or cap
_____	Underwear	_____	Sweatshirt
_____	T-shirts	_____	Cold weather gear (gloves, parka, knit cap, snow pants, long underwear)

### **PERSONAL GEAR**

_____	Soap	_____	Bug repellent
_____	Toothbrush	_____	Toothpaste
_____	Sunscreen	_____	Lip balm
_____	Towel	_____	Deodorant

### **\*Survival Kit**

<b>Matches</b>	<b>Fire starters</b>	<b>Whistle</b>	<b>Compass</b>
<b>Fish hooks</b>	<b>Fishing line</b>	<b>Metal mirror</b>	<b>Cord</b>
<b>Spare blanket</b>	<b>Duct tape</b>	<b>Flashlight</b>	<b>Extra batteries</b>
<b>Knife</b>	<b>Water purifying tablets</b>	<b>ADH tape</b>	<b>Gauze pads</b>
<b>Antiseptic</b>	<b>Moleskin</b>	<b>Needle/thread</b>	<b>Saw</b>
<b>Small Lifesavers</b>	<b>Plastic bag</b>	<b>Emergency coins</b>	

### **THINGS TO REMEMBER**

- Plan ahead for what you will need and what you might need. Don't over pack with extras you really don't need.
- Weight and use are the only factors you should consider. Comfort is always a secondary consideration.
- Always plan on conditions being worse than you think.
- Always plan on staying longer than you think. You may want some extra essential items.
- Use past experience to determine what to bring.

***Most importantly, learn to take it with you no matter what!***

## HELPFUL WEBSITES

Campmor [www.campmor.com](http://www.campmor.com)  
Recreational Equipment, Inc. [www.rei.com](http://www.rei.com)  
Boy Scouts of America [www.scoutstuff.org](http://www.scoutstuff.org)

## GEAR TO PACK

Pack	Pack cover	Day pack
Sleeping bag	Pillow	Sleeping pad
Tent (or buddy up)	Ground cloth	Stove (patrol)

### Cooking Gear

Utensils (knife/fork/spoon)	Spatula	Pot with cover
Pot with handle	Plate	Cup
Coffee can w/handle (opt)	Glove	Spices
Oil	Kitchen sink	Small grill (opt)
Foil (opt)		

### Cleaning Equipment

Paper towels	Garbage bag	Scrub pad
Biodegradable soap	Sponge	

### Camp Accessories

Knife (see Knife Policy)	Utility tool (opt)	Water bottle
Water purifier (opt)	Flashlight	Compass
Watch	Pencil	Notebook
Waterproof match holder	Matches	Rain gear
Hiking boots	Rope/cord	

### Personal Hygiene

Toothbrush	Toothpaste	Biodegradable soap
Sunscreen	Towel	Toilet paper

### Clothing

Socks	Shorts (for sleeping)	T-shirt (for sleeping)
Underwear	Pants	Shirts
Sweatshirt	First aid kit	Other clothing as appropriate for conditions

## CAMPING TRIPS

Camping is an important part of Scouting and every effort should be made to attend. Each trip has a specific purpose. Some trips have the goal of working toward rank advancements or merit badges. Other trips have historic significance. We also take adventure trips, such as white water rafting, mountain biking, canoe trips, night backpacking or caving. Some of the adventure trips are limited by age or require that the Scout have previously completed certain merit badges for safety reasons.



At Troop 19, we always camp using the patrol method. Each patrol camps and cooks together. Scouts under 14 must sleep at least two to a tent. At no time do adults share a tent with a Scout.

Meals are planned by the patrol and the patrol grubmaster purchases the food. The cost for all food is then split evenly by each patrol member. If a Scout indicates that he is going on the trip at the meeting just prior to the trip and does not show up for the trip, he is still responsible for his share of the food. There may be circumstances beyond the Scout's control that might make it impossible to attend, but it is not fair for the other patrol members to pay for his share of the food for a trip he was planning to attend.

Departure times will be announced at the meeting prior to the trip. Please be prompt. We will leave as soon as all the gear is loaded. Return times are difficult to predict due to weather and traffic. All Scouts will help with storing all the gear and cleaning out the trailers and bus before they go home. Last minute changes to the trip may be necessary due to weather or unforeseen circumstances.

## COMMUNICATION



Remember, it is each Scout's responsibility to communicate with his parents (or guardians) the information that is passed on to him. This information is given to the Scouts in a number of ways. A calendar of the year's events is posted in the Scout Hut. A quarterly newsletter is mailed to each family. Handouts are distributed at most meetings, announcements are made at every meeting, and the patrol leader makes telephone calls on a regular basis. Troop 19 also has a web site, [www.bsa19.org](http://www.bsa19.org) and communications are

posted on the Troop's social media groups. If there are any questions regarding details of an upcoming event, the Scout should call his patrol leader first, then the Senior Patrol Leader. The patrol Assistant Scoutmaster and the Scoutmaster are always available to the Scouts and parents for any questions or concerns but Scouts should utilize the chain of command for specific questions regarding events or meetings.

Please remember that Scouting is an organization run by the boys and we need to allow them the opportunity to take on that responsibility. At Troop 19, we are blessed with a group of dedicated boys who accomplish amazing things when adults get out of their way.

## ADVANCEMENT

During the first year of Scouts, meetings and camping trips are geared toward advancing to the rank of First Class. The Scout who is committed to our program will have the opportunity to reach First Class within the first year of joining Troop 19. This is not an easy task and becomes

very difficult when a Scout misses meetings or camping trips. Remember this is not a race but a goal. Some Scouts will not reach this goal the first year, but they should not be discouraged. The rewards of Scouting will still be there for every Scout, regardless of rank. We schedule two camping trips specifically for the “Puppies” to accomplish several rank requirements, which can only be done in a camping environment. If either of these is missed, training for and completion of several requirements will be difficult to duplicate.



The first trip held in May deals with camp setup and safety as well as other Tenderfoot and Second Class requirements. On the second trip held in early September we will concentrate on map and compass skills, orienteering and wilderness survival. Every effort must be made to attend these camping trips in order to earn the Second and First Class ranks.

Boy Scouts require that for a Scout to pass a requirement he must have the knowledge of a skill and be able to demonstrate this skill to the Scoutmaster or an Assistant Scoutmaster. For example, knowing how to safely build a fire is not enough – the Scout must actually show that he can properly and safely build a fire by actually building the fire. Most of the training is accomplished during the regular Scout meetings and the Scout can practice most of these skills at that time, but because of the number of boys and the time constraints of the meetings, it is extremely difficult to pass these requirements during the meeting.

The Scout may schedule a time with an Assistant Scoutmaster prior to a regular meeting to pass any requirements for which he is prepared and ready. Every camping trip is an excellent opportunity for the Scout to pass rank requirements. Remember only an Assistant Scoutmaster or the Scoutmaster can sign off on a requirement.

***It is important for the Scout to read his handbook and practice his skills at home.***

When a Scout has been signed off on all the requirements for a rank, he is eligible for a Scoutmaster Conference. The purpose of the Scoutmaster Conference is to ensure that the Scout has a working knowledge of the skills for that rank as well as all previous ranks, and accomplish all necessary requirements, service hours, and attendance. At Troop 19, we ask that the Scout have knowledge of Scout history (which is in the Troop Handbook) and American history. It is also an opportunity for us to find out about what the Scouts like and dislike about Scouting and the Troop and discuss his interests outside of Scouting. With each rank, we expect the Scout to build on and become more proficient in his knowledge.

The Scoutmaster Conference should be scheduled in advance with the patrol Assistant Scoutmaster. During the Patrol Leaders' Council, on camping trips, and just prior to meetings are the best times to conduct the Scoutmaster Conference. All requirements must be signed off prior to the conference. We will not sign off any skill requirements at the conference **The Scout must be in complete Dress A uniform (refer to the Uniform section for details) and must have his Boy Scout Handbook with him.** (The Scout may be excused from the uniform requirement if the Scoutmaster Conference is conducted on a camping trip for which the uniform is not required.) After a Scout has successfully completed the Scoutmaster Conference, he must schedule a Board of Review with the Advancement Chair or designee. These are held on the third Tuesday of each month. Boards of Review are conducted in conjunction with the Scoutmaster Conference for the ranks of Scout and Tenderfoot.

There are always a number of Scouts who want to advance in rank just before a Court of Honor. We have three Courts of Honor annually – September, February, and March. Don't wait until the last minute to try and schedule a Board of Review – you may be asked to wait.

# **CREW 19**



## **HUNTERSVILLE, NC CHARTERED 2006**

### **HANDBOOK**

Cub Scouting, Boy Scouting, and Venturing all have the same aims. To achieve those aims, each of Scouting's three programs uses methods that are appropriate for the age group and gender of its members. Those aims are character development, citizenship training, and mental and physical fitness. Furthermore, each of the three programs uses a set of fundamental methods to meet its members' hope for fun and adventure and to achieve Scouting's aims. In Venturing those methods include the following:

- The ideals
- Group activities
- Advancement
- Adult association
- High adventure
- Teaching others
- Leadership

# **CREW 19 CODE AND BYLAWS**

## **I. Preamble – Venturing Code**

As a Venturer, I believe that America's strength lies in our trust in God and in the courage, strength, and traditions of our people.

I will, therefore, be faithful in my religious duties and will maintain a personal sense of honor in my own life.

I will treasure my American heritage and will do all I can to preserve and enrich it.

I will recognize the dignity and worth of all humanity and will use fair play and goodwill in my daily life.

I will acquire the Venturing attitude that seeks the truth in all things and adventure on the frontiers of our changing world.

## **II. Crew Bylaws**

### **A. Objectives**

The objectives of Crew 19 are:

1. Provide additional recognition opportunities and challenging activities for the older Scouts of Troop 19 while supporting the troop's overall program.
2. Maintain the high quality program for which Troop 19 is known.

### **B. Membership**

Membership shall be open to all registered Boy Scouts of Troop 19 who are age 14 or above **and** who have been attended at least one (1) Venturing Scout trip for initial membership. Membership is also available to young women aged 13 or older who have completed 8<sup>th</sup> grade. All members must be registered as Venturers and agree to the crew code and bylaws as well as the Troop 19 code of conduct and guidelines. **All Crew 19 Venturers must maintain participation and leadership in Troop 19 to advance.**

### **C. Officers**

1. The elected officers shall be president, two vice presidents, secretary and treasurer. The president, with the approval of the Advisor, shall appoint activity chairs and make other assignments as needed. The duties of the officers, Advisor, and Associate Advisors shall be as prescribed in the *Venturing Leader Manual* and are attached to these bylaws as Appendix A.
2. The normal term of office shall be for six (6) months starting in September and running through the end of February. Elections shall be held each September and March.
3. No member shall serve more than two successive terms in the same office.
4. The president shall appoint a nominating committee, which shall consist of three members. The committee shall interview and present a complete slate of candidates who have agreed, if elected, to serve to the best of their abilities.
5. On the night of the election, nominations may be presented from the floor by any member. If the nomination is seconded and the candidate agrees to serve, he must be included on the ballot.
6. All contested ballots shall be secret.

#### **D. Crew Business**

Crew business will be conducted under the principles outlined in *Robert's Rules of Order*. Voting on all issues will be by simple majority, with the exception of changes or amendments to the bylaws, which will require a two-thirds vote of the total membership. A quorum shall consist of one more than the majority of members for votes on routine business.

#### **E. General Meetings**

General meetings will be held in conjunction with regular Troop 19 meetings.

#### **F. Officers' Meetings**

Officers' meetings will be held at least once a month, prior to and at a time different from the general crew meetings.

#### **G. Money-Earning Projects**

The crew shall not have money-earning projects that are separate from Troop 19, except for special projects related to super trips. All funds will be deposited in Troop 19 accounts.



## **Appendix A**

This appendix details the responsibilities of the crew officers, Advisor, and Associate Advisors.

### **Crew President**

- Serves as youth leader of the crew
- Implements the crew program in cooperation with officers and members
- Works closely with Advisors and other adult leaders in a spirit of partnership
- Represents the crew at district and council meetings and events and is available to report to the chartered organization and crew committee
- Assists the crew Advisor in conducting the crew officers' seminar
- Appoints youth chairs for special projects and appoints special crew officers
- Presents the annual report to the chartered organization at the conclusion of the term of office
- Assesses on an ongoing basis whether the responsibilities of the officers are being considered and carried out effectively
- Approaches Venturing and encourages others to approach Venturing in a spirit of fun and enjoyment.

### **Administrative Vice President**

- Serves as administrative officer of the crew
- Assumes the responsibilities of the crew president in his absence
- Leads the recruiting and admission of new members during the year
- Organizes and recognizes the achievements of crew members
- Maintains crew advancement chart and reviews individual progress at each meeting
- Conducts opening and closing ceremonies for special occasions as scheduled
- Attends all crew activities
- Participates in district and council meetings and events
- Approaches Venturing in a spirit of fun, and seeks to reflect this spirit in the recruiting of new members and through recognizing the achievements of crew members.

### **Program Vice President**

- Serves as the program officer of the crew and, in that position, arranges the program planning process for the crew
- Collects and maintains a crew activity file consisting of the program capability inventory, a list of crew members interests and suggestions for activities, program resources, and an annual activity schedule
- Determines the interests of the crew members on an ongoing basis (using Venturing activity interest surveys)
- Provides support for the chair and committee for each activity
- Maintains an up-to-date calendar of crew meetings and activities
- Approaches and encourages others to approach Venturing activities in a spirit of fun and enjoyment.

### **Secretary**

- Serves as the communications officer and, in that position, manages all communications and publicity for the crew
- Maintains crew membership and attendance records
- Handles crew correspondence and minutes

- Coordinates crew publicity through local media, crew newsletters, and the crew's telephone network
- Approaches Venturing in a spirit of fun, and seeks to reflect this spirit in the publicity and communications of the crew.

### **Advisor**

- Fosters an environment within the Venturing crew that has a true sense of community and that encourages everyone's growth and responsibility to one another
- Develops crew officers to lead – to plan, make decisions, and carry out a program of activities over an extended period
- Encourages participation and support for the Venturing crew from the chartered organization, associate Advisors, crew committee, parents, and other adults in the community
- Upholds the standards and policies of the chartered organization and the Boy Scouts of America
- Provides the necessary framework for protecting the members of a crew from abuse
- Ensures that activities are conducted within BSA safety guidelines and requirements and is trained to position by the BSA
- Seeks to cultivate within the members of a crew a capacity to enjoy life – to have fun through the Venturing experience
- Attends all Senior Camporee meetings
- In August, prepares the Venturers for the camporee
- Collects fees and remits payment to the Scout Office for those youth and adults attending the camporee.

### **Associate Advisor for Administration**

- Ensures that activities are conducted within BSA safety guidelines and requirements and is trained to position by the BSA
- Provides backup leadership for the Advisor and assumes responsibility for the crew in the Advisor's absence
- Supports the youth administrative vice president and assists this person specifically with the crew's recruitment and recognition efforts
- Knows the Advisor's responsibilities and supports those responsibilities in whatever way possible
- Helps encourage Venturer advancement; maintains advancement records, including the crew advancement chart; and reviews advancement progress at each meeting. Serves as an advocate for advancement programming.

### **Associate Advisor for Program**

- Ensures that activities are conducted within BSA safety guidelines and requirements and is trained to position by the BSA
- Supports the youth program vice president to help determine the interests of members, plans the year's program, and ensures that the crew calendar is maintained
- Supports and coaches the activity chairs to help them plan and carry out their particular activity
- Helps the program vice president and other officers to evaluate completed activities and to continually fine-tune the year's program of activities, based on insights gained from the evaluations.

**TROOP 19**



**HUNTERSVILLE, NC  
CHARTERED 1938**

# **Registered Adult Handbook**





## **Huntersville Presbyterian Church**

*Established 1938*

*Larry Banks – Scoutmaster*

Welcome to the adventure of Scouting! I am pleased that you have chosen to join Troop 19 and the Boy Scouts of America. Troop 19 has been in existence for almost 50 years and has a long tradition of Scouting excellence and adventure. We hope your experiences in Scouting will be fun, exciting, and everything you imagined Scouting to be.

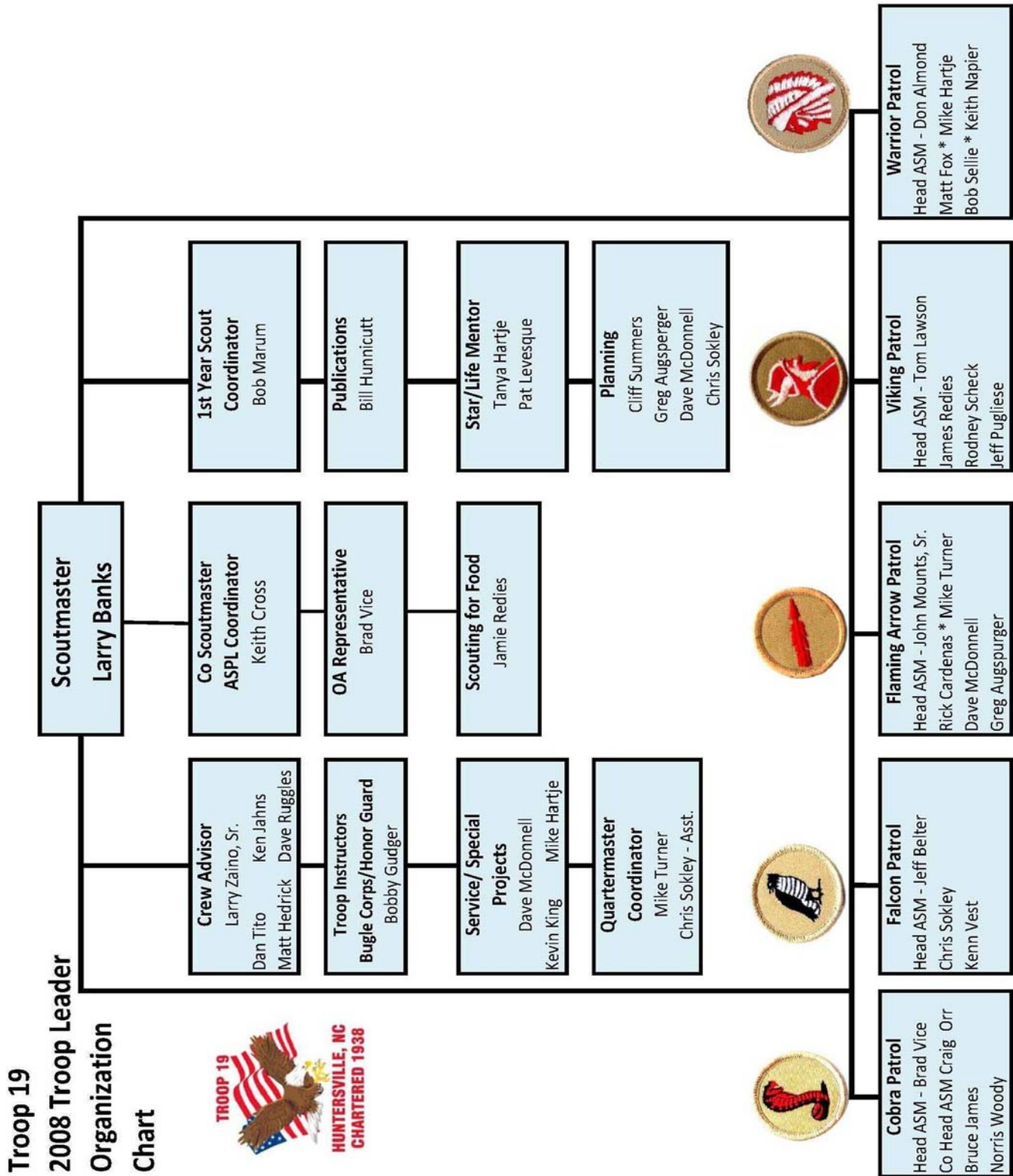
As registered adults, we are charged with the task of fulfilling the promise that Scouting has to offer. Since 1910, the mission of the Boy Scouts of America has been to serve others by helping to instill values in young people, to prepare them to make ethical choices over their lifetimes, and to achieve their full potential. The Scouting experience helps boys become men. Scouting is, of course, only one of many influences in life, including family, church, and school, that shape a Scout as he grows into manhood. Many important leaders, both past and present, credit their Scouting experience as one of the most important positive influences in their youth. The endeavors of Troop 19 are designed to help make Scouting a positive influence on the lives of our Scouts and our registered adults.

Again, I welcome you to Troop 19 and the Boy Scouts of America. Welcome to the challenge of fulfilling the promise of Scouting.

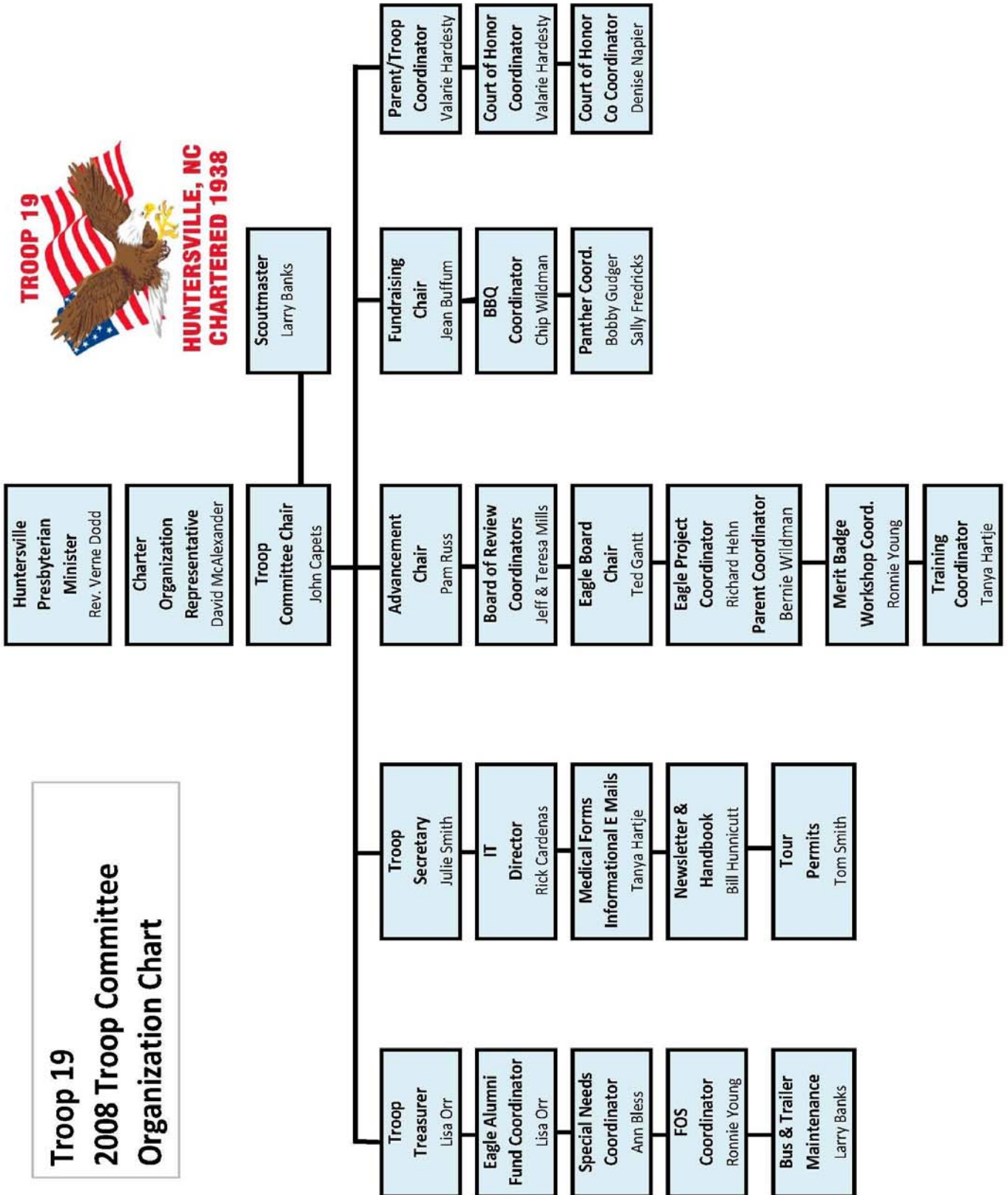
Yours in Scouting,

Lawrence W. Banks, Jr.  
Scoutmaster, Troop 19

# Troop 19 Troop Leader Organization Chart

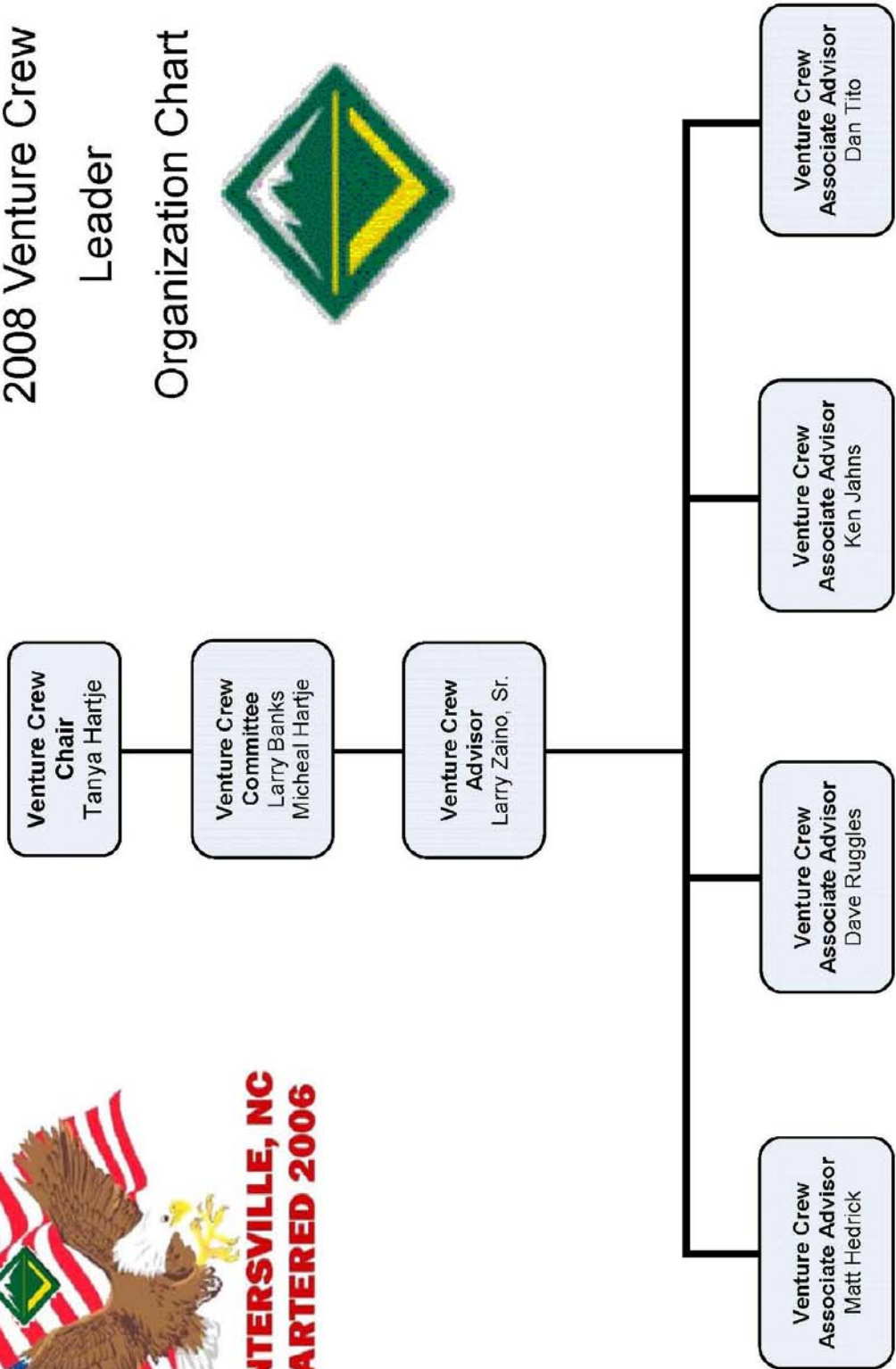


# Troop 19 Troop Committee Organization Chart



# Crew 19 Organization Chart

Troop 19  
2008 Venture Crew  
Leader  
Organization Chart



**Boy Scouts of America  
Troop 19  
Huntersville Presbyterian Church**

Welcome to Troop 19 and to the Boy Scouts of America! We are extremely happy that you decided to become a registered Scouter and have chosen our troop. We hope your experiences in Scouting will be fun, exciting, and everything you imagined Scouting would be. To assist you in learning about our Troop, we have developed this handbook to cover some of the more important aspects of Scouting and the rules governing our Troop. Please read it carefully and if questions arise, just ask. We publish a quarterly newsletter to announce various troop functions and/or schedule changes.



The promise Scouting aims to deliver can be summarized by three basic goals:

- Building character
- Fostering citizenship
- Developing physical, mental and moral fitness.

The values we strive to instill are based on those found in the Scout Oath, Law, Motto, and Slogan. **PLEASE NOTE SCOUTING IS NOT A BABYSITTING PROGRAM.** Scouting requires active participation by the Scout, which includes camping, meetings, and activities.

**Scouting is action oriented.** Scouting is fun! Boys learn about things that interest them by actually doing them. Scouting builds on the love of the outdoors that is present in most every boy and teaches him to survive under less than ideal conditions, to respect the land, water, and air that surround him. This program lets the Scout explore, develop new interests, increase his knowledge, and progress in rank and leadership at his own pace. It must be emphasized, despite assistance from Scouters like you, other unit members, and his parents, that it is up to the Scout to determine how much or how little he gets out of Scouting.

**The Scout Oath and Law govern our Troop.** The words in the Oath and Law hold a special significance to a Boy Scout. They are the standard, the road map, and the barometer of how well the Scout understands the basic goals highlighted above. You, as a Scouter, will be expected to know the words of the Oath and Law and to live them in your daily living. You will be the role model many of these boys will remember for the rest of their lives.

**Troop and Crew activities.** Refer to the Troop newsletter for the current schedule of events. We normally have one major outdoor activity each month, such as camping, hiking, or a council event. In addition, we occasionally have a service project or a fundraising event. Each year, we schedule a high adventure trip and we participate in a BSA summer camp.

**Equipment needed.** The Troop provides most cooking equipment and other joint use items for campouts. When you go on a campout, you will need a sleeping bag, personal eating dishes and utensils, personal hygiene items, and a backpack to carry your equipment. (See the Boy Scout Handbook for additional items you may want to obtain over time.) Adults are not permitted to share a tent with any Scout other than their own son. For that reason, Troop 19 encourages all Scouters to provide their own tents for campouts.

Many activities will include fees for food and/or transportation. Most outings, Scouters will cook meals as a group. The adults will choose a grubmaster who will be in charge of buying food and collecting each adult's share of the cost. When the troop travels to an outing, Scouters may be asked to assist with driving. A valid North Carolina Commercial Driver's License is required to drive the troop bus. Fuel costs for trips are covered by fees paid by the Scouts attending the outing.

**Troop Sponsorship and Meeting Place.** Troop and Crew 19 are sponsored by Huntersville Presbyterian Church located in Huntersville, NC. We meet Tuesday evenings.

**Troop Committee, Crew Committee, Assistant Scoutmasters and Associate Advisors.** We strongly encourage all parents to stay involved in what their sons are doing. As a registered adult, you have a hand in carrying out the program your son will experience. You will also become more aware of his progress and achievements. It has been our experience that the boys who have parental involvement and encouragement in Scouting activities progress faster and remain with the Scouting program longer than Scouts who do not have that support. We also heartily encourage your attendance at troop Courts of Honor during which your son will be honored and recognized for his achievements.

Registered Troop Committee members must be trained to their specific positions. Troop Committee training requirements include New Leader Essentials, Youth Protection Training and Troop Committee Challenge. If any registered Troop Committee member wishes to attend camping activities, you must have a Class I & II medical form on file with the committee in order to attend any camping activity lasting 72 hours or more.

We welcome you as a member to the adult ranks of Troop 19 or Crew 19. We are glad you chose to become active in our program and know that you will contribute to making our program a success.

## REGISTERED ADULT TRAINING



Troop 19 and Crew 19 are Scout-run organizations. The adults are present to assist the youth leaders and provide guidance with running the unit. The primary adult assignments for the troop are Scoutmaster, Assistant Scoutmaster, Troop Committee Chair, Troop Committee Member, Crew Advisor, Associate Advisor, Crew Committee Chair, and Crew Committee Member. There are many other vital assignments for adults to fill to help the troop and crew run successfully, such as merit badge counselor, fundraising, etc. For all Scouters, there are several levels of training in preparation for the challenges of unit operation and administration.

**What makes a trained Scouter?** The official criteria for training as published by the BSA requires that each registered adult complete the following training modules applicable to his or her registered position:

<b>Scoutmaster/Assistant Scoutmaster</b>	<b>Troop Committee Chair/Troop Committee Member</b>
<ol style="list-style-type: none"> <li>1. Boy Scout Fast Start</li> <li>2. New Leader Essentials</li> <li>3. Scoutmaster/Assistant Scoutmaster Position-Specific Training</li> <li>4. Introduction to Outdoor Leader Skills</li> <li>5. Youth Protection Certification</li> </ol>	<ol style="list-style-type: none"> <li>1. Boy Scout Fast Start</li> <li>2. New Leader Essentials</li> <li>3. Troop Committee Challenge</li> <li>4. Youth Protection Certification</li> </ol>

<b>Crew Advisor/Associate Advisor</b>	<b>Crew Committee Chair/Crew Committee Member</b>
<ol style="list-style-type: none"> <li>1. Venturing Fast Start</li> <li>2. New Leader Essentials</li> <li>3. Venture Leader Training</li> <li>4. Youth Protection Certification</li> </ol>	<ol style="list-style-type: none"> <li>1. Venturing Fast Start</li> <li>2. New Leader Essentials</li> <li>3. Venture Leader Training</li> <li>4. Youth Protection Certification</li> </ol>



### **Boy Scout Fast Start**

Boy Scout Fast Start is a short video and provides an introduction to Boy Scouting and its resources. There are three main segments in the video:

1. **The Troop Meeting** – This is the primer on how to run a troop meeting. Produced for new Scouters and commissioners, the video covers planning, the parts of a meeting, the patrol method, and resources.
2. **The Outdoor Program** – Running a troop meeting is one thing; running a successful outdoor activity is another. This segment dives into planning, organization, ideals, and BSA policy for outdoor activities. The segment also mentions long-term and high adventure activities.

3. **The Troop Committee** – This program starts with the charter concept – the sponsoring (chartered) organization, and then covers the district, the council and their relationship to the troop. Each registered position is described as well as specific responsibilities charged to the troop committee.

### **New Leader Essentials**

This training course is a prerequisite for all other courses as it is the initial training for all adults serving youth in the Boy Scouts of America. Through a series of lively presentations, this course presents an overview of the core elements of Scouting, including the BSA's mission, aims, and methods. It also presents new Scouters with a look at the resources available through the Boy Scouts of America, and provides a clear understanding of Scouting's expectations of adults.

### **Youth Protection Certification**

Youth protection training and a current certification are required for all registered adults as well as merit badge counselors. This certification is valid for two (2) years. This training is one part of a comprehensive youth protection training program that formally began in 1988. It is designed to help prevent child abuse in all forms, whether verbal, emotional, physical, or sexual abuse, or neglect. The training for youth is based on the three "R's" of youth protection.

The first "R" is **recognize**. We need to teach our Scouts and Scouters how to recognize strategies and situations that child molesters use in their attempts to molest children.

The second "R" is **resist**. The boys need to learn how to resist the attempts of child molesters. Resistance will stop most molestations since very few molesters ever resort to force or violence.

Finally, the third "R" is **report**. Both youth and all adults have an obligation to report suspected abuse.



### **Scoutmaster/Assistant Scoutmaster Position-Specific Training**

This course addresses the needs of Scouters who have recently accepted the responsibility of delivery the Scouting program to youth by serving as Scoutmasters and Assistant Scoutmasters. For many, this will be an introduction to the challenges and rewards of troop leadership. Others may have held leadership positions in Cub Scouting, Venturing, or on the district or council level, and have come to training well versed in what Scouting has to offer.

The sessions in this course are thorough, comprehensive, and FUN! Participants will be enthused to discover the essentials of their leadership positions and to realize that they can easily become successful Scouters. Discussions, group activities, and video clips keep the sessions lively and create a fellowship of learning.

### **Introduction to Outdoor Leader Skills**

This hands-on program gives Scouters the practical outdoor skills they need to lead Scouts in the outdoors. Imagine having hands-on knowledge about setting up a campsite, pitching a tent, hiking, or outdoor cooking – all the skills necessary to see the outdoor program of the Boy Scouts of America come to life.

This course is designed for Scouters to learn the skills they need to teach Scouts through the First Class rank and is required in order to attend Wood Badge. Instructors will help you learn how to set up camp, cook, work with woods tools and ropes, first aid, planning campfire programs, map reading and compass skills, hiking and packing techniques, nature identification, and Leave No Trace. Each outdoor session will bring to life the pages of the Boy Scout Handbook. Completion of the course will increase your comfort level and give you confidence as a trained Scouter. The program will also give you the opportunity to work with other Scouters from your area, meet new friends, and reinforce skill techniques with fellow adults. Successful completion of Introduction to Outdoor Leader Skills is a prerequisite for Scoutmasters and Assistant Scoutmasters wanting to attend Wood Badge. The course is required as part of being recognized as a trained Scouter. In fact, any registered Scouter is encouraged and welcome to participate in this training.

### **Troop Committee Challenge**

Learn how a troop committee should be organized, and the tasks which must be completed by each member of the committee. Learn how this training can make your troop stronger. All registered adult members of a Boy Scout troop are encouraged to attend.

### **Wood Badge for the 21<sup>st</sup> Century**

Wood Badge is the premier training course for Scouters. Designed by Lord Baden-Powell, it teaches Scouters the skills and methods of Scouting in as practical a way as possible. Over two three-day weekends, Scouters, as members of patrols, participate in this intensive training. Once this practical portion is complete, the application portion begins with the Wood Badge ticket. Over a period of six to 18 months, Scouters complete various projects directly related to their primary registered position in service to others, service to the troop, and personal growth. Upon completion of the ticket, the Scouter receives a certificate, neckerchief, a leather woggle, and two small wooden beads on a leather thong.

Leaders desiring a deeper, dedicated involvement in the Scouting program, and who are otherwise qualified, will find advanced training highly rewarding. Wood Badge is an advanced adult leadership training program for all Scouters in the Cub Scout, Boy Scout, Varsity Scout, and Venturing programs.

Wood Badge has two parts. The first is the two three-day weekends of practical experience where you learn skills and concepts that underscore the five Themes of Wood Badge for the 21<sup>st</sup> Century:

1. Bringing the Vision to Life
2. Models for Success
3. Tools of the Trade
4. Leading to Make a Difference
5. Living the Values.

Wood Badge for the 21<sup>st</sup> Century brings together Scouters from all areas of Scouting – Cub Scouts, Boy Scouts, Varsity Scouts, Venturing, and all levels of BSA's professional staff. Reflecting the best of nearly a century of Scouting experience, Wood Badge for the 21<sup>st</sup> Century also draws upon the most current leadership models being used by corporate America, academic circles, and successful outdoor leadership organizations throughout the country. The Wood Badge course is designed to represent a month in the life of a Scout unit. Participants will take part in many presentations, discussions, and activities that explore and advance a wide

range of leadership philosophies and tools. In addition to all the opportunities for learning at a Wood Badge course, participants will find a tremendous amount of fellowship, a keen sense of accomplishment, and plenty of fun.

### **Wood Badge Objectives**

- View Scouting globally, as a family of interrelated, values-based programs that provide age-appropriate activities for youth.
- Recognize the contemporary leadership concepts utilized in corporate America that are relevant to our values-based programs.
- Apply the skills learned as a member of a successful working team.
- Revitalize your commitment by sharing an overall inspirational experience that helps provide Scouting with the leadership it needs to accomplish its on-going mission.



Upon successful completion of the course, including the practical and application portions, and the coveted Wood Badge beads have been presented, the troop will refund up to half of the course fee. Request for reimbursement must be made within 90 days of bead presentation. See the Troop Committee Chair for more information.

# REGISTERED ADULT ROLES AND RESPONSIBILITIES

## **Patrol Assistant Scoutmaster/Co-Assistant Scoutmaster**

1. Attend Tuesday night troop meetings
2. Have at least one Assistant Scoutmaster for your patrol on all camping trips and other troop activities (fundraisers, Courts of Honor, etc.)
3. Conduct Scoutmaster conferences for your patrol members
4. The Patrol Assistant Scoutmaster mentors the Patrol Leader and Assistant Patrol Leader
5. The Co-Assistant Scoutmaster mentors the Troop Guide
6. Attend and monitor patrol meetings to see that they are conducted properly as slated at the Patrol Leaders' Council
7. Monitor the patrol assessments to see that they are conducted properly and turned in to the Senior Patrol Leader
8. Monitor each patrol member's attendance for meetings, camping trips, and troop activities and take corrective action when troop standards are not met
9. Have at least one Assistant Scoutmaster (preferably the Patrol Assistant Scoutmaster) attend the monthly Patrol Leaders' Council with your Patrol Leader
10. Enforce the troop uniform policy as stated in the Troop 19 Handbook and lead by proper example
11. Enforce Scout-like conduct during all troop gatherings
12. Promote and mentor your patrol to earn Honor Patrol stars
13. Verify that all troop and patrol announcements are distributed during patrol meetings
14. Attend monthly Assistant Scoutmaster meetings (at least one Assistant Scoutmaster from each patrol must attend).

## **First Year Advisor**

1. Advise and assist first- and second-year Webelos leaders
2. Oversee Webelos functions with the troop including graduation, camping trips and January training sessions.

## **First Year Coordinator**

1. Coordinate efforts to get new boys to the First Class rank within one year of joining the troop
2. Plan and participate in the first campout after Webelos graduation
3. By the February Patrol Leaders' Council, have an agenda prepared for the first six months' of training
4. Register Scouts and collect fees for the Klondike Derby.

## **Star and Life Scout Mentor**

1. Help track each Star and Life Scout's progress toward Eagle-required merit badges as well as additional merit badges required for rank advancement
2. Help each Life Scout identify and select an appropriate Eagle Service project
3. Monitor each Star and Life Scout's troop participation, including camping, attendance, Courts of Honor, service projects, etc.

## **Information Technology Director**

1. Update all patrol and troop rosters on the troop website
2. Keep the Troop 19 website up to date with newsletters, merit badge counselor lists, awards, etc.

## **Klondike Derby Coordinator**

1. Prepare a plan for Klondike Derby training sessions
2. Supervise all training sessions for Klondike Derby participants
3. Involve youth leaders and Junior Assistant Scoutmasters in Klondike Derby training.

### **Library Advisor**

1. Oversee organization of the troop library
2. Update and purchase books as needed, including updates to Troop Program Features and Troop Program Resources.

### **Order of the Arrow Troop Representative Advisor**

1. Formulate roster of all troop OA members, including membership status, Ordeal, Brotherhood, or Vigil level, and include dates of induction
2. Collect yearly dues with proper forms and remit to the Scout Office
3. Promote lodge and chapter events to the troop and provide copies of flyers and pamphlets
4. Collect fees and register members for all lodge and chapter events and promotions
5. Help train Brotherhood candidates
6. Keep attendance rosters for events and advise the Scoutmaster of any attendance problems
7. Mentor and coach the OA Troop Representative
8. Ensure that the OA Troop Representative attends the Patrol Leaders' Council meetings to provide details on upcoming Catawba Lodge activities.

### **Quartermaster Advisor**

1. Oversee troop equipment inventory
2. Oversee patrol equipment hutches
3. Oversee check out and check in of all troop and patrol equipment, ensuring that each Patrol Quartermaster checks out the equipment, inspects it, and assigns clean up
4. Provide a yearly report in March regarding the condition of existing equipment
5. Repair or replace any damaged or broken equipment.

### **Summer Camp Coordinator**

1. Coordinate reservations for annual summer camp
2. Conduct meetings to review medical and personal requirements for all Scouts and Scouters
3. Attend summer camp meetings and coordinate schedules for classes and merit badges
4. Coordinate adult participation during camp week
5. Coordinate Scout mentoring for first- and second-year campers.

### **Meeting Planning Coordinator**

1. Train the Junior Assistant Scoutmasters and Troop Instructors on planning meetings and activities
2. Review and constructively critique Junior Assistant Scoutmasters and Troop Instructors to improve presentation skills
3. Conduct semi-annual training of Junior Assistant Scoutmasters and Troop Instructors in conjunction with Troop Leadership Training
4. Help coordinate off site field trips as required.

### **Troop Publications Coordinator**

1. Coordinate, plan, and publish the quarterly Troop newsletter
2. Coordinate, plan, update, and publish the Troop Handbook as required.

### **Troop Special Projects Coordinator**

1. Arrange, coordinate, and gather equipment needs for troop for community service projects
2. Track project hours and provide a grand total to the Scoutmaster and Troop Committee Chair at year end
3. Develop and execute the Friends of Scouting presentation for the year-end Court of Honor

4. Follow up with troop families on pledge cards and coordinate return to the council
5. Handle special projects as assigned by the Scoutmaster during the calendar year.

### **Merit Badge Workshop Coordinator**

1. Obtain the dates of the merit badge workshops from the Scoutmaster or Troop Committee Chair
2. Reserve any necessary camping facilities
3. Determine which merit badges the Scouts are interested in taking and develop a registration form
4. Coordinate distribution, completion and return of merit badge registration forms
5. Contact the appropriate merit badge counselors, ensuring they are approved for the classes they are teaching, and secure commitment
6. Produce and distribute schedule and roster.

### **Committee Chair**

1. Coordinate and conduct monthly committee meeting
2. Select and fill any vacant spots on the troop committee
3. Stay in contact with the Scoutmaster for special committee meeting agenda needs
4. Manage committee member assignments as needed
5. Provide backup as needed
6. Ensure that all committee members are trained to position
7. Participate in annual budget process
8. Ensure that annual recharter process is completed on time
9. Communicate via email to troop families regarding upcoming events and activities

### **Committee Vice Chair**

1. Assist Committee Chair
2. Manage committee member assignments as needed
3. Provide backup as needed
4. Attend monthly troop committee meeting

### **Treasurer**

1. Maintain and track troop finances
2. Submit monthly operation report
3. Facilitate annual budget process
4. Attend monthly troop committee meeting
5. Ensure that troop expenses, reimbursements and deposits are handled in a timely manner
6. Complete other duties as assigned

### **Secretary**

1. Prepare and publish all troop committee meeting minutes
2. Attend monthly troop committee meeting
3. Prepare and distribute monthly troop handouts
4. Complete other duties as assigned

### **Advancement Chair**

1. Coordinate all advancements needs of the troop
2. Attend monthly troop committee meeting
3. Ensure that advancements reports are filed with the Scout Office in a timely manner
4. Complete other duties as assigned

### **Board of Review Coordinator**

1. Select Board of Review members as needed
2. Conduct Boards of Review monthly for Tenderfoot through Life ranks
3. Attend monthly troop committee meeting

4. Complete other duties as assigned

#### **Eagle Board of Review Coordinator**

1. Select Board of Review members
2. Conduct Eagle Boards of Review
3. Order all congratulatory letters and American flag
4. Attend monthly troop committee meeting
5. Complete other duties as assigned

#### **Eagle Service Project Coordinator**

1. Work closely with all Life Scouts on their Eagle Service Project write up
2. Follow through with Life Scouts through project submission and approval process
3. Select Life Scout parents to serve on project review committee as needed
4. Attend monthly troop committee meeting
5. Complete other duties as assigned

#### **Fundraising Coordinator**

1. Plan fundraising activities for all troop fundraisers
2. Work with Troop Committee Chair to select coordinators for individual fundraisers
3. Attend monthly troop committee meeting
4. Complete other duties as assigned

#### **Transportation Coordinator**

1. Coordinate maintenance and repair of troop bus and trailers
2. Work with Scoutmaster to schedule annual inspection
3. File tour permits as requested and on time
4. Attend monthly troop committee meeting
5. Complete other duties as assigned

#### **Webmaster Coordinator**

1. Assists Youth Troop Webmaster in maintaining Troop Website
2. Assists in verifying that information on website is correct and up to date
3. Helps ensure that Scouts' and Leaders' privacy is protected

#### **Chaplain Aide Advisor**

1. Provide a spiritual element for campouts and troop meetings
2. Provide spiritual counseling when needed or requested
3. Provide opportunities for all Scouts to grow in their relationship with God and their fellow Scouts
4. Encourage Scouts to participate in the religious emblems program of their respective faith
5. Work with the troop chaplain aide to plan and conduct an annual Scout-oriented religious observance, preferably during Scout Week in February

#### **Scouting Parent Coordinator**

1. Assign troop parents to help with a specific task, assignment, or project annually
2. Orient parents on how the unit works and the benefits to their family
3. Keep parents updated on the unit's program and their Scout's involvement.

#### **Parent Patrol Coordinator**

1. Telephone parents within their patrol with updates and reminders
2. Assist the Scouting Parent Coordinator as needed.

**REGISTERED ADULT INFORMATION SHEET**

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_

Place of Employment \_\_\_\_\_

Work Address \_\_\_\_\_

\_\_\_\_\_

Work Telephone Number \_\_\_\_\_

Vehicle Make/Model \_\_\_\_\_

Tag Number \_\_\_\_\_

Drivers License Number \_\_\_\_\_

Cell Phone Number \_\_\_\_\_

Pager Number \_\_\_\_\_

E Mail Address \_\_\_\_\_

## **A Scouter's Golden Opportunity**

**I took a piece of plastic clay  
And idly fashioned it one day  
And as I pressed it, still  
It bent and yielded to my will.**

**I came again when days were past  
That bit of clay was hard at last;  
My early impress still it bore,  
And I could change it's form no more.**

**You take a piece of living clay  
And gently form it day by day;  
Molding with your power and art,  
A young boy's soft and yielding heart.**

**You come again when days are gone  
It is upon a man you look upon;  
Your early impress still it bore,  
You could change him never more.**

**You are dealing with a boy  
That must be guided unaware;  
Must be shown, but oh so gently,  
How to live upon the square.**

**Pins and badges aren't the object,  
Character building is the goal;  
Do not lose your courage sir,  
You are piloting a soul.**

# **POINTS OF EMPHASIS FOR ASSISTANT SCOUTMASTERS**

## **BE A LEADER AND NOT A BOSS**

*ANY FOOL CAN BE A BOSS, BUT IT TAKES SKILL TO BE A LEADER*

## **BE RESPECTFUL AND COURTEOUS AT ALL TIMES**

*RESPECT OTHERS AS YOU WOULD HAVE THEM RESPECT YOU*

## **BE SINCERE**

*BE YOUR NATURAL SELF AND NOT A PRETENDER*

## **IF YOU DON'T KNOW SOMETHING, ADMIT IT**

*YOU WILL BE RESPECTED MUCH MORE FOR DOING SO*

## **SHOW AN ACTIVE INTEREST IN WHAT OTHERS ARE DOING**

*IT WILL ENHANCE THE CONFIDENCE THEY HAVE IN YOU*

## **INSTILL ENTHUSIASM BY PERSONAL EXAMPLE**

*OTHERS WILL RESPOND ACCORDING TO YOUR ATTITUDE*

## **COMPLIMENT ENDEAVOR EVEN IF FAILURE IS EVIDENT**

*ENCOURAGEMENT CAN BE CRITICAL FOR THE ATTAINMENT OF SUCCESS*

## **ALWAYS BE FRIENDLY, ALERT AND ATTENTIVE**

*OTHERS WILL RESPOND APPRECIATIVELY*

## **KEEP PERSONAL APPEARANCE ABOVE REPROACH AT ALL TIMES**

*YOU ARE AN EXAMPLE AND ROLE MODEL FOR YOUR PEERS*

## **PRACTICE WHAT YOU PREACH**

*OTHERS WILL FOLLOW YOUR EXAMPLE*

## **BE DEDICATED TO YOUR TASK**

*COMMITMENT BUILDS CHARACTER*

## **SUBSCRIBE TO THE SCOUT OATH AND LAW IN YOUR DAILY LIVING**

*THEY ARE THE ESSENCE OF YOUR CHARACTER*

*Gene Schnell, Philmont 1997*

## **WHAT IS CHARACTER?**

**IN THE HOME, IT IS KINDNESS;  
IN BUSINESS, IT IS HONESTY;  
IN SOCIETY, IT IS COURTESY;  
IN WORK, IT IS THOROUGHNESS;  
IN PLAY, IT IS FAIRNESS.**

**TOWARD THE FORTUNATE, IT IS CONGRATULATION;  
TOWARD THE WEAK, IT IS HELP;  
TOWARD THE WICKED, IT IS RESISTANCE;  
TOWARD THE STRONG, IT IS TRUST;  
TOWARD THE PENITENT, IT IS FORGIVENESS;  
AND TOWARD GOD, IT IS REVERENCE AND LOVE.**

### **WAITE PHILLIPS**

**“Those who are satisfied to produce a low or even average quality of work encounter tremendous competition. To strive for perfection is the only way to lessen or eliminate it.”**

**“Nothing worthwhile was ever accomplished without the vision to start, the enthusiasm to continue, and regardless of temporary obstacles, the persistence to complete.”**

**“We should all realize that every right implies responsibility, every opportunity an obligation, every position a duty, and that most effective sermon is expressed in deeds instead of words.”**

### **GENERAL GEORGE S. PATTON**

**“If a man has done his best, what else is there?”**

**“Accept the challenges so that you may feel the exhilaration of victory.”**

**“It is the spirit of the men who follow and of the man who leads that gains victory.”**

**“Always do more than is required of you.**

## **I Have Six Honest Serving Men**

**I have six honest serving men**

**They've taught me all I knew**

**Their names are WHAT and WHY and WHEN**

**And WHERE and HOW and WHO**

*Rudyard Kipling*

**Be sure your brain is in Gear**

**Before your Mouth is in Motion**

*Anonymous*

# **SCOUTING**

# **FORMS**

# Scouting Forms

Forms for your son's permanent file:

1. Troop 19 Rules of Conduct Acknowledgement
2. Receipt of Troop 19 Handbook
3. Permanent Permission Slip
4. Individual Scout Record and Personal Data Sheet
5. Personal Information Form
6. Awards and Recognition Sheet
7. Troop Information Sheet
8. Parent Resources Form
9. Scout Insurance Information Sheet
10. BSA Annual Health and Medical Record

Please complete all the requested information and return to the Scoutmaster at the Orientation Meeting with required fees.

## TROOP 19 RULES OF CONDUCT ACKNOWLEDGEMENT

I, the undersigned and my son, \_\_\_\_\_, have read and thoroughly understand the Troop 19 Rules of Conduct. By our signatures, we accept and agree to these rules as stated and understand that if this signed document is not on file with the Scoutmaster, the Scout will not be permitted to participate in Troop activities.

\_\_\_\_\_  
(Signature of Parent/Guardian)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature of Scout)

\_\_\_\_\_  
(Date)

# RECEIPT OF TROOP 19 HANDBOOK

## BOY SCOUT TROOP 19 HUNTERSVILLE, NC

I, the undersigned and my son, \_\_\_\_\_, have read and thoroughly understand the rules, guidelines and consequences in the Handbook. If this signed document is not on file with the Scoutmaster, the Scout will not be permitted to participate in Troop activities.

\_\_\_\_\_  
(Signature of Parent/Guardian)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature of Scout)

\_\_\_\_\_  
(Date)

# PERMANENT PERMISSION SLIP

**BOY SCOUT TROOP 19  
HUNTERSVILLE, NC**

To whom it may concern:

I, the undersigned, give my son, \_\_\_\_\_, permission to attend Boy Scout Troop 19 activities/campouts with the understanding that hazards possibly happen and also that accidents do possibly happen. I hereby relieve the Scoutmaster and/or any of his staff from legal liability of personal injury or accidental death for my son mentioned above. This will include all times from the time I leave my son with the Scoutmaster until the time I pick him up. I also relieve all drivers of liability on the trip to or from a campout/activity. Furthermore, in case of emergency, I grant permission for rendering of all emergency medical attention by qualified medical personnel.

My son has a unique medical problem of \_\_\_\_\_ (state none, if none) and I will ensure that he has all proper medication with him the duration of Scouting functions.

If this signed document is not on file with the Scoutmaster, the Scout will not be permitted to participate in any Troop activities.

\_\_\_\_\_  
(Signature of Parent/Guardian)

\_\_\_\_\_  
(Date)

Name \_\_\_\_\_ TROOP/CREW NO. \_\_\_\_\_

Date Joined \_\_\_\_\_ Date of birth \_\_\_\_\_

**SCOUT**



SM Conference

**TENDERFOOT**



SM Conference

**SECOND CLASS**



SM Conference   
Board of Review

**FIRST CLASS**



SM Conference   
Board of Review

**STAR**



merit badge\*   
merit badge\*   
merit badge\*   
merit badge\*   
merit badge   
merit badge

SM Conference   
Board of Review

**LIFE**



merit badge\*   
merit badge\*   
merit badge\*   
merit badge   
merit badge

SM Conference   
Board of Review

**EAGLE**



merit badge\*   
merit badge\*   
merit badge\*   
merit badge\*   
merit badge\*   
merit badge   
merit badge   
merit badge   
merit badge   
merit badge

SM Conference   
Board of Review

**\* Required Eagle Merit Badge**

**BRONZE PALM**

merit badge   
merit badge   
merit badge   
merit badge   
merit badge

SM Conference

**GOLD PALM**

merit badge   
merit badge   
merit badge   
merit badge   
merit badge

SM Conference

**SILVER PALM**

merit badge   
merit badge   
merit badge   
merit badge   
merit badge

SM Conference

**\* REQUIRED EAGLE MERIT BADGES**

- Camping**
- Citizenship in the Community**
- Citizenship in the Nation**
- Citizenship in the World**
- Communications**
- Cycling or Hiking or Swimming**

- Emergency Preparedness or Lifesaving**
- Environmental Science**
- Family Life**
- First Aid**
- Personal Fitness**
- Personal Management**

**A Scout must have a total of 12 of the required merit badges. When given a choice of badges, the Scout may choose only one of the offered badges to be applied as a required badge. If the Scout earns another of the optional badges it will be counted as an elective badge toward Eagle or towards Eagle Palms**

# Personal Information Form

Scout \_\_\_\_\_

*Please Note:*

*This information is held private confidential and is only viewed by the Scoutmaster and Patrol Assistant Scoutmaster in charge of your Scouts Patrol in order to understand any Special Needs for your Scout.*

**Does Your Scout have a Learning Disability ?**

**Please Explain** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Does Your Scout have Memory Difficulties or Issues with Retention of Information**

**Please Explain** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Does Your Scout have a Sleeping Disorder?**

**Please Explain** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Does Your Scout have a medical condition that may affect his participation in Scouting? (for example - ADD, ADHD, BED, Asthma, Insect Allergies, etc)**

**Please Explain** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Does Your Scout have Special Needs that need to be considered when participating in Troop Activities**

**Please Explain** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

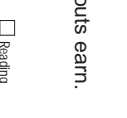
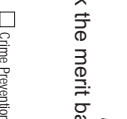
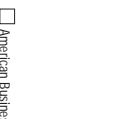


# TROOP INFORMATION SHEET

## MOTHER

## FATHER

Name	<input type="text"/>	<input type="text"/>
Address	<input type="text"/> ----- <input type="text"/>	<input type="text"/> ----- <input type="text"/>
Phone	<input type="text"/>	<input type="text"/>
Place of Employment	<input type="text"/>	<input type="text"/>
Work Address	<input type="text"/> ----- <input type="text"/>	<input type="text"/> ----- <input type="text"/>
Work Telephone Number	<input type="text"/>	<input type="text"/>
Vehicle Make/Model	<input type="text"/>	<input type="text"/>
Tag Number	<input type="text"/>	<input type="text"/>
Drivers License Number	<input type="text"/>	<input type="text"/>
Cell Phone Number	<input type="text"/>	<input type="text"/>
Pager Number	<input type="text"/>	<input type="text"/>
Parents' E Mail Address	<input type="text"/>	<input type="text"/>
Scout's E Mail Address	<input type="text"/>	<input type="text"/>
Please List Medications You Son Takes Regularly	<input type="text"/>	<input type="text"/>
Does Your Son Have Any Allergies?	<input type="text"/>	<input type="text"/>
Does Your Son Have Behavioral Issues the Troop Should Be Aware Of?	<input type="text"/>	<input type="text"/>



# TROOP RESOURCE SURVEY

Boy Scouting is for adults as well as boys. We invite you to share your skills and interests so the best possible program can be developed for the Boy Scouts in this troop. In making this survey, the committee wishes to find ways you can enjoy using your talents to help our Scouts. Your cooperation is greatly appreciated.

Welcome to the Scout family of Troop No. \_\_\_\_\_ in the \_\_\_\_\_ Council.

Please return this survey to \_\_\_\_\_

(Please print)

Name \_\_\_\_\_ Home phone \_\_\_\_\_

Street address \_\_\_\_\_ Business phone \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

1. What is your favorite hobby? \_\_\_\_\_ Occupation \_\_\_\_\_

2. In what sports do you take an active part? \_\_\_\_\_

3. Would you be willing to assist the troop leaders and committee members occasionally? \_\_\_\_\_

4. Please check the areas in which you would be willing to help:

### General Activities

- Campouts
- Hikes
- Outdoor activities
- Troop meetings
- Swimming supervision
- Bookkeeping
- Typing
- Drawing/art
- Transportation of Scouts
- Transportation of equipment
- Other \_\_\_\_\_ (please print)

### Special Program Assistance

- I can participate in boards of review.
- I have a station wagon or \_\_\_\_\_ truck.
- I have a workshop.
- I have family camping gear.
- I have access to camping property.
- I can make contacts for special trips and activities.
- I can help with troop equipment.
- I have access to a personal computer.

5. Please check any Scouting skills you would be willing to teach:

- Ropework (knots and lashings)
- Outdoor cooking
- First aid
- Star study
- Map and compass use
- Conservation
- Aquatics
- Knife and ax handling
- Citizenship
- Camping

## MERIT BADGES

Check the merit badges that you can help Boy Scouts earn.

- |   |   |  |  |
|---|---|--|--|
| <input type="checkbox"/> American Business            | <input type="checkbox"/> Crime Prevention             | <input type="checkbox"/> Insect Study              | <input type="checkbox"/> Rearing                     |
| <input type="checkbox"/> American Cultures            | <input type="checkbox"/> Cycling                      | <input type="checkbox"/> Journalism                | <input type="checkbox"/> Reptile and Amphibian Study |
| <input type="checkbox"/> American Heritage            | <input type="checkbox"/> Dentistry                    | <input type="checkbox"/> Landscape Architecture    | <input type="checkbox"/> Rifle Shooting              |
| <input type="checkbox"/> American Labor               | <input type="checkbox"/> Disabilities Awareness       | <input type="checkbox"/> Law                       | <input type="checkbox"/> Rowing                      |
| <input type="checkbox"/> Animal Science               | <input type="checkbox"/> Dog Care                     | <input type="checkbox"/> Leatherwork               | <input type="checkbox"/> Safety                      |
| <input type="checkbox"/> Archaeology                  | <input type="checkbox"/> Drafting                     | <input type="checkbox"/> Lifesaving                | <input type="checkbox"/> Salesmanship                |
| <input type="checkbox"/> Archery                      | <input type="checkbox"/> Electricity                  | <input type="checkbox"/> Mammal Study              | <input type="checkbox"/> Scholarship                 |
| <input type="checkbox"/> Architecture                 | <input type="checkbox"/> Electronics                  | <input type="checkbox"/> Medicine                  | <input type="checkbox"/> Sculpture                   |
| <input type="checkbox"/> Art                          | <input type="checkbox"/> Emergency Preparedness       | <input type="checkbox"/> Metalwork                 | <input type="checkbox"/> Shotgun Shooting            |
| <input type="checkbox"/> Astronomy                    | <input type="checkbox"/> Energy                       | <input type="checkbox"/> Model Design and Building | <input type="checkbox"/> Skating                     |
| <input type="checkbox"/> Athletics                    | <input type="checkbox"/> Engineering                  | <input type="checkbox"/> Motorboating              | <input type="checkbox"/> Small Boat Sailing          |
| <input type="checkbox"/> Atomic Energy                | <input type="checkbox"/> Entrepreneurship             | <input type="checkbox"/> Music and Bugling         | <input type="checkbox"/> Snow Sports                 |
| <input type="checkbox"/> Auto Mechanics               | <input type="checkbox"/> Environmental Science        | <input type="checkbox"/> Nature                    | <input type="checkbox"/> Soil and Water Conservation |
| <input type="checkbox"/> Aviation                     | <input type="checkbox"/> Family Life                  | <input type="checkbox"/> Oceanography              | <input type="checkbox"/> Space Exploration           |
| <input type="checkbox"/> Backpacking                  | <input type="checkbox"/> Farm Mechanics               | <input type="checkbox"/> Orienteering              | <input type="checkbox"/> Sports                      |
| <input type="checkbox"/> Basketry                     | <input type="checkbox"/> Fingerprinting               | <input type="checkbox"/> Painting                  | <input type="checkbox"/> Stamp Collecting            |
| <input type="checkbox"/> Bird Study                   | <input type="checkbox"/> Fire Safety                  | <input type="checkbox"/> Personal Fitness          | <input type="checkbox"/> Surveying                   |
| <input type="checkbox"/> Bugling (See Music)          | <input type="checkbox"/> First Aid                    | <input type="checkbox"/> Personal Management       | <input type="checkbox"/> Swimming                    |
| <input type="checkbox"/> Camping                      | <input type="checkbox"/> Fish and Wildlife Management | <input type="checkbox"/> Pets                      | <input type="checkbox"/> Textile                     |
| <input type="checkbox"/> Canoeing                     | <input type="checkbox"/> Fishing                      | <input type="checkbox"/> Photography               | <input type="checkbox"/> Theater                     |
| <input type="checkbox"/> Chemistry                    | <input type="checkbox"/> Forestry                     | <input type="checkbox"/> Pioneering                | <input type="checkbox"/> Traffic Safety              |
| <input type="checkbox"/> Chemsitry                    | <input type="checkbox"/> Gardening                    | <input type="checkbox"/> Plant Science             | <input type="checkbox"/> Truck Transportation        |
| <input type="checkbox"/> Citizenship in the Community | <input type="checkbox"/> Genealogy                    | <input type="checkbox"/> Pottery                   | <input type="checkbox"/> Veterinary Medicine         |
| <input type="checkbox"/> Citizenship in the Nation    | <input type="checkbox"/> Geology                      | <input type="checkbox"/> Public Health             | <input type="checkbox"/> Waterskiing                 |
| <input type="checkbox"/> Citizenship in the World     | <input type="checkbox"/> Golf                         | <input type="checkbox"/> Public Speaking           | <input type="checkbox"/> Weather                     |
| <input type="checkbox"/> Climbing                     | <input type="checkbox"/> Coin Collecting              | <input type="checkbox"/> Hiking                    | <input type="checkbox"/> Whitewater                  |
| <input type="checkbox"/> Coin Collecting              | <input type="checkbox"/> Collections                  | <input type="checkbox"/> Home Repairs              | <input type="checkbox"/> Wilderness Survival         |
| <input type="checkbox"/> Collections                  | <input type="checkbox"/> Communications               | <input type="checkbox"/> Horsemanship              | <input type="checkbox"/> Wood Carving                |
| <input type="checkbox"/> Computers                    | <input type="checkbox"/> Computers                    | <input type="checkbox"/> Indian Lore               | <input type="checkbox"/> Woodwork                    |
| <input type="checkbox"/> Cooking                      |   |  |  |

### Other skills and activities I could assist in for the older-Scout program:

- |   |  |  |  |
|---|--|--|--|
| <input type="checkbox"/> Backpacking          | <input type="checkbox"/> Free-style hiking | <input type="checkbox"/> Rappelling          | <input type="checkbox"/> Survival            |
| <input type="checkbox"/> Basketball           | <input type="checkbox"/> Golf              | <input type="checkbox"/> Sailing             | <input type="checkbox"/> Swimming            |
| <input type="checkbox"/> Bowling              | <input type="checkbox"/> Hockey            | <input type="checkbox"/> Scuba diving        | <input type="checkbox"/> Tennis              |
| <input type="checkbox"/> Business             | <input type="checkbox"/> Kayaking          | <input type="checkbox"/> Shooting sports     | <input type="checkbox"/> Video/photography   |
| <input type="checkbox"/> Cross-country skiing | <input type="checkbox"/> Mechanics         | <input type="checkbox"/> Slow-pitch softball | <input type="checkbox"/> Volleyball          |
| <input type="checkbox"/> Cycling              | <input type="checkbox"/> Mountain man      | <input type="checkbox"/> Snow camping        | <input type="checkbox"/> Whitewater canoeing |
| <input type="checkbox"/> Downhill skiing      | <input type="checkbox"/> Orienteering      | <input type="checkbox"/> Soccer              | <input type="checkbox"/> Windsurfing         |
| <input type="checkbox"/> Fishing              | <input type="checkbox"/> Rafting           | <input type="checkbox"/> Speleunking         |  |

Check the merit badges on the other side of this sheet that you are willing to help Boy Scouts earn.

# Scout Insurance Information Form

In spite of our best efforts to maintain safety standard's in Troop 19 Scouting activities, accidents may occur. In such emergencies, you'll want to see that you son receives prompt medical attention without having to be concerned about how the cost of such care is paid.

That is why Mecklenburg Council is sponsoring the Council Accident and Sickness Insurance Plan, offered by United of Omaha Life Insurance, describe in the folder included with this troop handbook. This plan provides financial protection against accidental injury and illness for all registered youth, leaders, volunteer leaders and seasonal staff.

Please read the contents of the folder carefully to learn all about the benefits, exceptions and limitations of this coverage, as well as steps in filing a claim.

Please keep in mind that it is not the purpose of this coverage to diminish or replace the need for family health insurance. Rather, its purpose is to provide assurance that financial help is available to meet emergency medical expenses should an injury or illness occur during a Scouting activity.

Should you have any questions about this insurance service, please contact Mecklenburg Council or write directly to:

United of Omaha Life Insurance Company  
ATTN: Special Risk Services  
P O Box 31716  
Omaha, Nebraska 68131-9976  
(800) 524 – 2324

## **Eligibility**

All registered youths and leaders (including den aides/chiefs and volunteer leaders) and seasonal staff of each Boy Scout Council and Learning for Life (Explorer and non Explorer) programs are eligible for coverage. New youth members added during the year are automatically covered until the renewal date without additional premium. NOTE: If your council does not insure members of the Learning for Life programs, they will not be insured unless purchased separately.

Non-scouts, non-scouters and guests who are being encouraged to become registered leaders or scouts are automatically covered at no extra cost while in attendance at the scheduled activity. Other guests are not covered.

## **Coverage**

The plan provides year-round coverage for injuries occurring anywhere in the world while:

- a) participating in an approved and supervised Scouting or Learning for Life activity. Seasonal Camp Staff are also covered during their off-duty hours subject to the workers' compensation exclusion.
- b) Traveling to and from such activities (traveling is not limited to "as a group")

Coverage is provided for sickness first manifesting itself while the insured member is:

- a) in attendance at a Council scheduled session of an overnight or other covered event operated and supervised by your council. Seasonal camp staff is also covered during their off-duty hours, subject to the workers' compensation exclusion.
- b) Traveling to and from such an overnight or other covered event

***Specific benefits and important questions and answers are detailed in the enclosed folder.***

# Annual BSA Health and Medical Record Part A

## GENERAL INFORMATION

### High-adventure base participants:

Expedition/crew No.: \_\_\_\_\_  
or staff position: \_\_\_\_\_

Name \_\_\_\_\_ Date of birth \_\_\_\_\_ Age \_\_\_\_\_ Male  Female   
 Address \_\_\_\_\_ Grade completed (youth only) \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone No. \_\_\_\_\_  
 Unit leader \_\_\_\_\_ Council name/No. \_\_\_\_\_ Unit No. \_\_\_\_\_  
 Social Security No. (optional; may be required by medical facilities for treatment) \_\_\_\_\_ Religious preference \_\_\_\_\_  
 Health/accident insurance company \_\_\_\_\_ Policy No. \_\_\_\_\_

**ATTACH A PHOTOCOPY OF BOTH SIDES OF INSURANCE CARD. IF FAMILY HAS NO MEDICAL INSURANCE, STATE "NONE."**

In case of emergency, notify:

Name \_\_\_\_\_ Relationship \_\_\_\_\_  
 Address \_\_\_\_\_  
 Home phone \_\_\_\_\_ Business phone \_\_\_\_\_ Cell phone \_\_\_\_\_  
 Alternate contact \_\_\_\_\_ Alternate's phone \_\_\_\_\_

## HEALTH HISTORY

Are you now, or have you ever been treated for any of the following:

Yes	No	Condition	Explain
		Asthma Last attack: _____	
		Diabetes Last HbA1c: _____	
		Hypertension (high blood pressure)	
		Heart disease (e.g., CHF, CAD, MI)	
		Stroke/TIA	
		Lung/respiratory disease	
		Ear/sinus problems	
		Muscular/skeletal condition	
		Menstrual problems (women only)	
		Psychiatric/psychological and emotional difficulties	
		Behavioral disorders (e.g., ADD, ADHD, Asperger syndrome, autism)	
		Bleeding disorders	
		Fainting spells	
		Thyroid disease	
		Kidney disease	
		Sickle cell disease	
		Seizures Last seizure: _____	
		Sleep disorders (e.g., sleep apnea) Use CPAP: Yes <input type="checkbox"/> No <input type="checkbox"/>	
		Abdominal/digestive problems	
		Surgery	
		Serious injury	
		Other	

### Allergies or Reaction to:

Medication \_\_\_\_\_  
 Food, Plants, or Insect Bites \_\_\_\_\_

### Immunizations:

The following are recommended by the BSA. **Tetanus immunization is required and must have been received within the last 10 years.** If had disease, put "D" and the year. If immunized, check the box and the year received.

Yes	No	Date
<input type="checkbox"/>	<input type="checkbox"/>	<b>Tetanus</b> _____
<input type="checkbox"/>	<input type="checkbox"/>	Pertussis _____
<input type="checkbox"/>	<input type="checkbox"/>	Diphtheria _____
<input type="checkbox"/>	<input type="checkbox"/>	Measles _____
<input type="checkbox"/>	<input type="checkbox"/>	Mumps _____
<input type="checkbox"/>	<input type="checkbox"/>	Rubella _____
<input type="checkbox"/>	<input type="checkbox"/>	Polio _____
<input type="checkbox"/>	<input type="checkbox"/>	Chicken pox _____
<input type="checkbox"/>	<input type="checkbox"/>	Hepatitis A _____
<input type="checkbox"/>	<input type="checkbox"/>	Hepatitis B _____
<input type="checkbox"/>	<input type="checkbox"/>	Influenza _____
<input type="checkbox"/>	<input type="checkbox"/>	Other (i.e., HIB) _____

Exemption to immunizations claimed (form required).

**(For more information about immunizations, as well as the immunization exemption form, see Scouting Safely on Scouting.org.)**

## MEDICATIONS

List all medications currently used. (If additional space is needed, please photocopy this part of the health form.) Inhalers and EpiPen information must be included, even if they are for occasional or emergency use only.

Medication _____ Strength _____ Frequency _____ Approximate date started _____ Reason for medication _____	Medication _____ Strength _____ Frequency _____ Approximate date started _____ Reason for medication _____	Medication _____ Strength _____ Frequency _____ Approximate date started _____ Reason for medication _____
Medication _____ Strength _____ Frequency _____ Approximate date started _____ Reason for medication _____	Medication _____ Strength _____ Frequency _____ Approximate date started _____ Reason for medication _____	Medication _____ Strength _____ Frequency _____ Approximate date started _____ Reason for medication _____

Administration of the above medications is approved by (if required by your state): \_\_\_\_\_ / \_\_\_\_\_  
Parent/guardian signature and/or MD/DO, NP, or PA signature

**Be sure to bring medications in sufficient quantities and the original containers. Make sure that they are NOT expired, including inhalers and EpiPens. You SHOULD NOT STOP taking any maintenance medication.**

Emergency contact No.:

Allergies:

DOB:

Full name:

## Part B

### INFORMED CONSENT AND HOLD HARMLESS/RELEASE AGREEMENT

#### High-adventure base participants:

Expedition/crew No.: \_\_\_\_\_  
or staff position: \_\_\_\_\_

I understand that participation in Scouting activities involves a certain degree of risk and can be physically, mentally, and emotionally demanding. I also understand that participation in these activities is entirely voluntary and requires participants to abide by applicable rules and standards of conduct.

In case of an emergency involving me or my child, I understand that every effort will be made to contact the individual listed as the emergency contact person. In the event that this person cannot be reached, permission is hereby given to the medical provider selected by the adult leader in charge to secure proper treatment, including hospitalization, anesthesia, surgery, or injections of medication for me or my child. Medical providers are authorized to disclose protected health information to the adult in charge, camp medical staff, camp management, and/or any physician or health care provider involved in providing medical care to the participant. Protected Health Information/Confidential Health Information (PHI/CHI) under the Standards for Privacy of Individually Identifiable Health Information, 45 C.F.R. §§160.103, 164.501, etc. seq., as amended from time to time, includes examination findings, test results, and treatment provided for purposes of medical evaluation of the participant, follow-up and communication with the participant's parents or guardian, and/or determination of the participant's ability to continue in the program activities.

I have carefully considered the risk involved and give consent for myself and/or my child to participate in these activities. I approve the sharing of the information on this form with BSA volunteers and professionals who need to know of medical situations that might require special consideration for the safe conducting of Scouting activities.

I release the Boy Scouts of America, the local council, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with the activity from any and all claims or liability arising out of this participation.

Without restrictions.

With special considerations or restrictions (list) \_\_\_\_\_

### TALENT RELEASE AGREEMENT

I hereby assign and grant to the local council and the Boy Scouts of America the right and permission to use and publish the photographs/film/videotapes/electronic representations and/or sound recordings made of me or my child at all Scouting activities, and I hereby release the Boy Scouts of America, the local council, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with the activity from any and all liability from such use and publication.

I hereby authorize the reproduction, sale, copyright, exhibit, broadcast, electronic storage, and/or distribution of said photographs/film/videotapes/electronic representations and/or sound recordings without limitation at the discretion of the Boy Scouts of America, and I specifically waive any right to any compensation I may have for any of the foregoing.

Yes  No

### ADULTS AUTHORIZED TO TAKE YOUTH TO AND FROM EVENTS:

You must designate at least one adult. Please include a telephone number.

1. Name \_\_\_\_\_ Telephone \_\_\_\_\_

2. Name \_\_\_\_\_ Telephone \_\_\_\_\_

3. Name \_\_\_\_\_ Telephone \_\_\_\_\_

Adults NOT authorized to take youth to and from events:

1. Name \_\_\_\_\_

2. Name \_\_\_\_\_

3. Name \_\_\_\_\_

**I understand that, if any information I/we have provided is found to be inaccurate, it may limit and/or eliminate the opportunity for participation in any event or activity.**

**If I am participating at Philmont, Philmont Training Center, Northern Tier, or Florida Sea Base: I have also read and understand the risk advisories explained in Part D, including height and weight requirements and restrictions, and understand that the participant will not be allowed to participate in applicable high-adventure programs if those requirements are not met. The participant has permission to engage in all high-adventure activities described, except as specifically noted by me or the health-care provider.**

Participant's name \_\_\_\_\_

Participant's signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/guardian's signature \_\_\_\_\_ Date \_\_\_\_\_

(if participant is under the age of 18)

Second parent/guardian signature \_\_\_\_\_ Date \_\_\_\_\_

(if required; for example, CA)

**This Annual Health and Medical Record is valid for 12 calendar months.**

**Part B Full name:** \_\_\_\_\_ **DOB:** \_\_\_\_\_

# Annual BSA Health and Medical Record Part A

## GENERAL INFORMATION

### High-adventure base participants:

Expedition/crew No.: \_\_\_\_\_  
or staff position: \_\_\_\_\_

Name \_\_\_\_\_ Date of birth \_\_\_\_\_ Age \_\_\_\_\_ Male  Female   
 Address \_\_\_\_\_ Grade completed (youth only) \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone No. \_\_\_\_\_  
 Unit leader \_\_\_\_\_ Council name/No. \_\_\_\_\_ Unit No. \_\_\_\_\_  
 Social Security No. (optional; may be required by medical facilities for treatment) \_\_\_\_\_ Religious preference \_\_\_\_\_  
 Health/accident insurance company \_\_\_\_\_ Policy No. \_\_\_\_\_

**ATTACH A PHOTOCOPY OF BOTH SIDES OF INSURANCE CARD. IF FAMILY HAS NO MEDICAL INSURANCE, STATE "NONE."**

In case of emergency, notify:

Name \_\_\_\_\_ Relationship \_\_\_\_\_  
 Address \_\_\_\_\_  
 Home phone \_\_\_\_\_ Business phone \_\_\_\_\_ Cell phone \_\_\_\_\_  
 Alternate contact \_\_\_\_\_ Alternate's phone \_\_\_\_\_

## HEALTH HISTORY

Are you now, or have you ever been treated for any of the following:

Yes	No	Condition	Explain
		Asthma Last attack: _____	
		Diabetes Last HbA1c: _____	
		Hypertension (high blood pressure)	
		Heart disease (e.g., CHF, CAD, MI)	
		Stroke/TIA	
		Lung/respiratory disease	
		Ear/sinus problems	
		Muscular/skeletal condition	
		Menstrual problems (women only)	
		Psychiatric/psychological and emotional difficulties	
		Behavioral disorders (e.g., ADD, ADHD, Asperger syndrome, autism)	
		Bleeding disorders	
		Fainting spells	
		Thyroid disease	
		Kidney disease	
		Sickle cell disease	
		Seizures Last seizure: _____	
		Sleep disorders (e.g., sleep apnea) Use CPAP: Yes <input type="checkbox"/> No <input type="checkbox"/>	
		Abdominal/digestive problems	
		Surgery	
		Serious injury	
		Other	

### Allergies or Reaction to:

Medication \_\_\_\_\_  
 Food, Plants, or Insect Bites \_\_\_\_\_

### Immunizations:

The following are recommended by the BSA. **Tetanus immunization is required and must have been received within the last 10 years.** If had disease, put "D" and the year. If immunized, check the box and the year received.

Yes	No	Date
<input type="checkbox"/>	<input type="checkbox"/>	<b>Tetanus</b> _____
<input type="checkbox"/>	<input type="checkbox"/>	Pertussis _____
<input type="checkbox"/>	<input type="checkbox"/>	Diphtheria _____
<input type="checkbox"/>	<input type="checkbox"/>	Measles _____
<input type="checkbox"/>	<input type="checkbox"/>	Mumps _____
<input type="checkbox"/>	<input type="checkbox"/>	Rubella _____
<input type="checkbox"/>	<input type="checkbox"/>	Polio _____
<input type="checkbox"/>	<input type="checkbox"/>	Chicken pox _____
<input type="checkbox"/>	<input type="checkbox"/>	Hepatitis A _____
<input type="checkbox"/>	<input type="checkbox"/>	Hepatitis B _____
<input type="checkbox"/>	<input type="checkbox"/>	Influenza _____
<input type="checkbox"/>	<input type="checkbox"/>	Other (i.e., HIB) _____

Exemption to immunizations claimed (form required).

**(For more information about immunizations, as well as the immunization exemption form, see Scouting Safely on Scouting.org.)**

## MEDICATIONS

List all medications currently used. (If additional space is needed, please photocopy this part of the health form.) Inhalers and EpiPen information must be included, even if they are for occasional or emergency use only.

Medication _____ Strength _____ Frequency _____ Approximate date started _____ Reason for medication _____	Medication _____ Strength _____ Frequency _____ Approximate date started _____ Reason for medication _____	Medication _____ Strength _____ Frequency _____ Approximate date started _____ Reason for medication _____
Medication _____ Strength _____ Frequency _____ Approximate date started _____ Reason for medication _____	Medication _____ Strength _____ Frequency _____ Approximate date started _____ Reason for medication _____	Medication _____ Strength _____ Frequency _____ Approximate date started _____ Reason for medication _____

Administration of the above medications is approved by (if required by your state): \_\_\_\_\_ / \_\_\_\_\_  
Parent/guardian signature and/or MD/DO, NP, or PA signature

**Be sure to bring medications in sufficient quantities and the original containers. Make sure that they are NOT expired, including inhalers and EpiPens. You SHOULD NOT STOP taking any maintenance medication.**

Emergency contact No.:

Allergies:

DOB:

Full name:

## Part B

### INFORMED CONSENT AND HOLD HARMLESS/RELEASE AGREEMENT

#### High-adventure base participants:

Expedition/crew No.: \_\_\_\_\_  
or staff position: \_\_\_\_\_

I understand that participation in Scouting activities involves a certain degree of risk and can be physically, mentally, and emotionally demanding. I also understand that participation in these activities is entirely voluntary and requires participants to abide by applicable rules and standards of conduct.

In case of an emergency involving me or my child, I understand that every effort will be made to contact the individual listed as the emergency contact person. In the event that this person cannot be reached, permission is hereby given to the medical provider selected by the adult leader in charge to secure proper treatment, including hospitalization, anesthesia, surgery, or injections of medication for me or my child. Medical providers are authorized to disclose protected health information to the adult in charge, camp medical staff, camp management, and/or any physician or health care provider involved in providing medical care to the participant. Protected Health Information/Confidential Health Information (PHI/CHI) under the Standards for Privacy of Individually Identifiable Health Information, 45 C.F.R. §§160.103, 164.501, etc. seq., as amended from time to time, includes examination findings, test results, and treatment provided for purposes of medical evaluation of the participant, follow-up and communication with the participant's parents or guardian, and/or determination of the participant's ability to continue in the program activities.

I have carefully considered the risk involved and give consent for myself and/or my child to participate in these activities. I approve the sharing of the information on this form with BSA volunteers and professionals who need to know of medical situations that might require special consideration for the safe conducting of Scouting activities.

I release the Boy Scouts of America, the local council, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with the activity from any and all claims or liability arising out of this participation.

Without restrictions.

With special considerations or restrictions (list) \_\_\_\_\_

### TALENT RELEASE AGREEMENT

I hereby assign and grant to the local council and the Boy Scouts of America the right and permission to use and publish the photographs/film/videotapes/electronic representations and/or sound recordings made of me or my child at all Scouting activities, and I hereby release the Boy Scouts of America, the local council, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with the activity from any and all liability from such use and publication.

I hereby authorize the reproduction, sale, copyright, exhibit, broadcast, electronic storage, and/or distribution of said photographs/film/videotapes/electronic representations and/or sound recordings without limitation at the discretion of the Boy Scouts of America, and I specifically waive any right to any compensation I may have for any of the foregoing.

Yes  No

### ADULTS AUTHORIZED TO TAKE YOUTH TO AND FROM EVENTS:

You must designate at least one adult. Please include a telephone number.

1. Name \_\_\_\_\_ Telephone \_\_\_\_\_

2. Name \_\_\_\_\_ Telephone \_\_\_\_\_

3. Name \_\_\_\_\_ Telephone \_\_\_\_\_

Adults NOT authorized to take youth to and from events:

1. Name \_\_\_\_\_

2. Name \_\_\_\_\_

3. Name \_\_\_\_\_

**I understand that, if any information I/we have provided is found to be inaccurate, it may limit and/or eliminate the opportunity for participation in any event or activity.**

**If I am participating at Philmont, Philmont Training Center, Northern Tier, or Florida Sea Base: I have also read and understand the risk advisories explained in Part D, including height and weight requirements and restrictions, and understand that the participant will not be allowed to participate in applicable high-adventure programs if those requirements are not met. The participant has permission to engage in all high-adventure activities described, except as specifically noted by me or the health-care provider.**

Participant's name \_\_\_\_\_

Participant's signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/guardian's signature \_\_\_\_\_ Date \_\_\_\_\_

(if participant is under the age of 18)

Second parent/guardian signature \_\_\_\_\_ Date \_\_\_\_\_

(if required; for example, CA)

**This Annual Health and Medical Record is valid for 12 calendar months.**

**Part B Full name:** \_\_\_\_\_ **DOB:** \_\_\_\_\_

**High-adventure base participants:**  
 Expedition/crew No.: \_\_\_\_\_  
 or staff position: \_\_\_\_\_

**Part C**

**TO THE EXAMINING HEALTH-CARE PROVIDER** (Certified and licensed physicians [MD, DO], nurse practitioners, and physician's assistants)

You are being asked to certify that this individual has no contraindication for participation in a Scouting experience. For individuals who will be attending a high-adventure program at one of the national high-adventure bases, please refer to Part D for additional information.

(Part D was made available to me.  Yes  No)

**PHYSICAL EXAMINATION**

Height (inches) \_\_\_\_\_ Weight (pounds) \_\_\_\_\_ Maximum weight for height \_\_\_\_\_ Meets height/weight limits  Yes  No  
 Blood pressure \_\_\_\_\_ Pulse \_\_\_\_\_ Percent body fat (optional) \_\_\_\_\_

If you exceed the maximum weight for height as explained on this page and your planned high-adventure activity will take you more than 30 minutes away from an emergency vehicle-accessible roadway, you **will not** be allowed to participate. At the discretion of the medical advisors of the event and/or camp, participation of an individual exceeding the maximum weight for height may be allowed if the body fat percentage measured by the health-care provider is determined to be 20 percent or less for a female or 15 percent or less for a male. (Philmont requires a water-displacement test to be used for this determination.) Please call the event leader and/or camp if you have any questions. Enforcing the height/weight guidelines is strongly encouraged for all other events.

	Normal	Abnormal	Explain Any Abnormalities	Range of Mobility	Normal	Abnormal	Explain Any Abnormalities
Eyes				Knees (both)			
Ears				Ankles (both)			
Nose				Spine			
Throat							
Lungs							
Neurological				<b>Other</b>	<b>Yes</b>	<b>No</b>	
Heart				Contacts			
Abdomen				Dentures			
Genitalia				Braces			
Skin				Inguinal hernia			<b>Explain</b>
Emotional adjustment				Medical equipment (i.e., CPAP, oxygen)			
Tuberculosis (TB) skin test (if required by your state for BSA camp staff) <input type="checkbox"/> Negative <input type="checkbox"/> Positive							

**Allergies** (to what agent, type of reaction, treatment): \_\_\_\_\_

**Restrictions** (if none, so state) \_\_\_\_\_

**EXAMINER'S CERTIFICATION**

I certify that I have reviewed the health history and examined this person and find no contraindications for participation in a Scouting experience. This participant (with noted restrictions above)

**True False**

- Meets height/weight requirements
- Does not have uncontrolled heart disease, asthma, or hypertension
- Has not had an orthopedic injury, musculoskeletal problems, or orthopedic surgery in the last six months or possesses a letter of clearance from their orthopedic surgeon or treating physician
- Has no uncontrolled psychiatric disorders
- Has had no seizures in the last year
- Does not have poorly controlled diabetes
- If less than 18 years of age and planning to scuba dive, does not have diabetes, asthma, or seizures

Provider printed name \_\_\_\_\_

Address \_\_\_\_\_

City, state, zip \_\_\_\_\_

Office phone \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Height (inches)	Recommended Weight (lbs)	Allowable Exception	Maximum Acceptance
60	97-138	139-166	166
61	101-143	144-172	172
62	104-148	149-178	178
63	107-152	153-183	183
64	111-157	158-189	189
65	114-162	163-195	195
66	118-167	168-201	201
67	121-172	173-207	207
68	125-178	179-214	214
69	129-185	186-220	220
70	132-188	189-226	226
71	136-194	195-233	233
72	140-199	200-239	239
73	144-205	206-246	246
74	148-210	211-252	252
75	152-216	217-260	260
76	156-222	223-267	267
77	160-228	229-274	274
78	164-234	235-281	281
79 & over	170-240	241-295	295

This table is based on the revised Dietary Guidelines for Americans from the U.S. Dept. of Agriculture and the Dept. of Health & Human Services.

**DO NOT WRITE IN THIS BOX**

REVIEW FOR CAMP OR SPECIAL ACTIVITY

Reviewed by \_\_\_\_\_ Date \_\_\_\_\_

Further approval required  Yes  No Reason \_\_\_\_\_

By \_\_\_\_\_ Date \_\_\_\_\_

**Part C Full name:** \_\_\_\_\_ **DOB:** \_\_\_\_\_