



# Guide Book for

# *Troop 52*

**Boy Scouts of America**

**Bee Cave District  
of the  
Capitol Area Council**

Chartered by:

**Emmaus Catholic Parish**  
Lakeway, Texas

Revised 9/27/2013



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# The Values of Scouting



## The Scout Oath:

On my honor, I will do my best, to do my duty, to God and my Country  
To obey the Scout Law;  
To help other people, at all times;  
and to keep myself physically strong, mentally awake and morally straight.

## The Scout Law:

A Scout is  
Trustworthy, Loyal, Helpful, Friendly, Courteous, Kind, Obedient,  
Cheerful, Thrifty, Brave, Clean and Reverent.

## The Scout Motto:

Be prepared.

## The Scout Slogan:

Do a good turn daily.

## The Outdoor Code:

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

*In Troop 52, Character Counts*

# Welcome



## **Welcome to Boy Scouts and Troop 52!**

Your son is standing at the threshold to a great adventure. As he steps into the world of Scouting he will find himself hiking along wooded trails, canoeing across misty lakes and camping under the open sky. He will experience the smell of fresh rain in the woods and will cook his own meals over a campfire. As he matures in Scouting, he will travel the backcountry without leaving a trace and live well with only what can be carried in his pockets and a pack. Scouting is an adventure he will remember the rest of his life.

Scouting is a doorway to new skills. Your son will learn how to find his way with a map and compass, how to stay warm and dry in stormy weather, and how to give proper first aid. He will observe wildlife up close and study the world around him. There are plenty of scouting skills he can master, but he also will teach others what he has learned. Everyone helping everyone else, learning to lead and learning to work together – this is all part of Scouting. Scouting provides learning experiences that will help him throughout his entire life.

Scouting is also a pathway to friendship and fun. He may already know members of Troop 52, but he'll get the opportunity to meet a lot of other Scouts along the Trail to Eagle as well. Scouting is a worldwide brotherhood, many millions strong. Almost anywhere he travels, he will find like-minded Scouts excited about the same things.

The man who started the Scouting movement, Sir Robert Baden-Powell, came home to England as the best-known hero of the Boer War. In 1907 he invited a group of boys to attend the world's first Boy Scout camp on the English island of Brownsea. The success of the camp led him to write a book he called "Scouting for Boys". Boys by the thousands bought it and became Scouts. Scouting spread like wildfire throughout England and, before long, around the world.

In 1909 in London, a British Boy Scout guided a lost American businessman, William Boyce, through the fog back to his hotel. The boy refused a tip for his "Good Turn". Impressed with the boy's spirit, Bryce inquired about the Scouting program and brought the movement back to the United States. With a small group of outstanding leaders, he founded the Boys Scouts of America on February 8, 1910.

On October 1, 2002, Troop 52 was chartered to serve the boys in the expanding residential neighborhoods in the Lake Travis School district. The Emmaus Catholic Parish is our chartering organization, a relationship based on mutual support. Just like the Lake Travis area, the Troop is growing rapidly and is enjoying the benefits and trials of a growing organization. Whether your son is transitioning from Webelos to Boy Scouts, is new to Boy Scouts, or is transferring from another troop, we welcome you and hope this guide will answer many of your questions. We believe we have a great program in place to help our youth grow while having fun and **invite you to join us**. Please let us know how we can be of assistance as we encourage you to continue in the Scouting program with us.

***Troop 52, a Leader in Bee Cave District.***

# Troop 52 General Information

Welcome to Boy Scouts and Troop 52! We hope you will enjoy many years of adventure as you grow with our extended Scouting family.



## JOINING

**J**oining Troop 52 is very easy:

1. Meet the age requirements: A boy who is between 11 and 17 years old, or one who has completed the fifth grade or earned the Arrow of Light and is at least 10 years old
2. Complete the Boy Scout membership application
3. Complete the BSA Medical Form
4. Pay the appropriate dues
5. Obtain a copy of the *"Boy Scout Handbook"* and complete the joining requirements as listed. This is the official guide through all your years of scouting and serves as a record for your advancement. Unlike the various rank book in Cub Scouting, you'll need to hold onto the *"Boy Scout Handbook"* throughout your trail to Eagle.

In order to earn the first badge in Boy Scouting, your son will need to meet all the joining requirements listed below and also found on page 17 of the *"Boy Scout Handbook"*. Our Scoutmaster will then talk with him to make sure he knows what it means to be a Scout. When he is satisfied that he will be a good candidate, he will present him with the Scout Badge! This only takes a few minutes.

### Joining Requirements:

1. Repeat the Pledge of Allegiance
2. Demonstrate the Scout sign, salute, and handshake
3. Demonstrate tying the square knot (a joining knot)
4. Understand and agree to live by the Scout Oath (or Promise), Law, Motto, and Slogan, and the Outdoor Code
5. Describe the Scout badge
6. Complete the Pamphlet Exercises. With your parent or guardian, complete the exercises in the pamphlet *"How to Protect Your Children from Child Abuse: A Parent's Guide"*
7. Participate in a Scoutmaster conference.

After joining the troop, your son will be assigned to a patrol. In Troop 52, patrols are composed of boys of all different ages and ranks. We want your son to have a positive experience with Scouting and so will do our best to ensure that he is put in a patrol with some of his friends. Please do not hesitate to talk to the Scoutmaster if your son is unhappy with his patrol. Troop Guides will be assigned to the patrols. Troop Guides are older Scouts who are experienced in the activities of the troop and will help the new Scouts get organized and headed in the right direction. Patrols will also be assigned an Assistant Scoutmaster. This is a trained adult leader who provides guidance to the patrol.

## **TRANSFERRING SCOUTS**

**S**couts who transfer into or out of Troop 52 are required to fill out a Boy Scout Application. Sign this form and present it to the Scoutmaster. The Troop you are transferring from will complete the BSA Transfer Application/Notice. These two documents are then presented to the Council Office. Credits for Merit Badges, offices held, and honors secured (including the Order of the Arrow) are limited to those shown on the Transfer Application/Notice, so verify the information carefully.

## **DUES**

**T**roop dues are \$72 per year for boys and \$30 per year for adults and are paid in September. The Troop asks that at least one adult from each scout family be a BSA-registered member. Troop dues cover the BSA membership fee, insurance, and Troop name tag; dues also include a \$12 subscription to "Boy's Life" magazine and a \$10 contribution to Friends of Scouting (both optional). Fees are pro-rated for Webelos that crossover in March and for those Scouts joining mid-year. Please see the Troop Registrar for more information.

## **TROOP MEETINGS**

**T**he Troop meets year round, Monday evenings at the Emmaus Catholic Parish Life Center, 1718 Lohman's Crossing Rd., in Lakeway, Texas. Meetings start promptly at 7:00 p.m. and end between 8:15 and 8:30 p.m. Meetings center around a program and activities related to Scouting. A portion of the Troop meeting is allocated to patrol meetings. Scouts should be on time and in appropriate uniform. Attendance will be taken and recorded at every meeting and event. Guests are always welcome and Scouts are encouraged to bring prospective members.

Parents are invited and encouraged to stay for the meetings. All adults not directly involved with the evening's program will be asked to go to the youth stage "bat cave" room following opening ceremony and announcements. Upcoming events will be discussed at this time.

Please be prompt in picking up your son after meetings. Scouting policy dictates that no Scout will be left at the church without two adults present. A late pickup means that at least two adults and their sons are delayed in getting home too.

## **W**e are a BOY LED Troop

The major difference between Cub Scouts and Boy Scouts is this: **“the inmates run the asylum”**. Scouting is run by the boys for the boys. The adults are there to support and give guidance as the boys develop into leaders, not to run the show! Because of that, the meetings sometimes resemble a train trying to go down a dirt road without tracks. It rambles on, belches a lot of smoke, makes a bunch of noise and shakes to and fro without ever seeming to get anywhere. That is not only normal but a part of the learning process that is leadership. Most boys don’t get a chance to run an organization like this until they are out of school and in their first job. Our Scouting program gives them the opportunity to make mistakes, learn and have success now instead of later when the stakes are much higher. It also gives them ownership of their program. **Patience from the parents at this point is essential!** We all know that any one of you can make the meetings run smoothly and the campouts go off without a hitch. But, it is not adult leadership abilities we are trying to develop, which is why it sometimes feels like a controlled crash. Please realize that most of the boys are not sure how to run things and are feeling their way. This means they will stumble and make mistakes. As adults, we are here to pick them up, dust them off, tell them what a good job they are doing and help them figure out the best way to proceed, but they will do the work. When a Scout comes up to an adult and asks a question the response may be, “don’t ask me, I’m just an adult”, and they will be directed to a Scout for help. Eventually they learn to go directly to one of their boy leaders. We are not shutting them out but training them to go through their leadership chain so they can learn a valuable life skill in how to solve their own problems.

### **SCOUTS AND DRIVING**

**S**ome Scouts may have their driver’s licenses. These boys are permitted to drive to Troop meetings, however no Scout will be permitted to drive or take passengers to or from any Troop sponsored activity away from the regular weekly meeting. The Scout must use the prearranged Troop transportation. NO exceptions!

### **MEDICAL FORMS AND PERMISSION SLIPS**

**T**roop 52 must have a signed permission slip on file for each campout. The permission slips are due two weeks prior to a campout along with any fees. We must make transportation, site reservations and food plans so please try to be on time with the permission slips.

All Scouts and Scouters must have Parts A and B of the medical form on file. These must be updated annually. Part C is required for any event that exceeds 72 consecutive hours, for all high-adventure base camps, or when the nature of the event is strenuous and demanding. Since various types of campouts are planned throughout the year, we request that all participants annually complete Part C as well.

## **TROOP INSURANCE**

**T**he Troop carries insurance on all registered members for Troop activities. This insurance acts as secondary coverage only. Your insurance is the primary carrier, then BSA. Our policy is renewed each year at Troop re-charter in December. Any boy who transfers into Troop 52 and all new members are automatically covered when they are properly registered with the Capitol Area Council office during the course of the year. More information on Troop insurance can be obtained from the Scout office.

## **DISCIPLINE**

**S**couting activities require the cooperation and positive participation of every Scout and Scouter. We have a lot of fun and problems seldom occur but disruptive behavior is incompatible with our program. The Troop Committee may withdraw camping, activity or membership privileges in Troop 52 from any Scout or adult that is disruptive or a safety concern. The Troop reserves the right to call a parent to come pick up any boy that is not living up to the expectations of the Scout Law and Oath and the standards set forth by our Troop.

**Scouting teaches responsibility and holds  
everyone to a higher level.  
SO DO WE!**

## Scout Participation



**W**hen a boy joins Troop 52, he is expected to participate in as many Troop events as possible, and to attend his patrol's meetings when they are called. Records are kept of his attendance. An "active participant" is a Scout who attends at least 50% of the Troop meetings and completes 50% of camp-outs during the year. Scouts are encouraged to be active in school activities (band, athletics, UIL, etc.), and 50% attendance over the course of a year, is easily attainable. \*Please reference the Camping section of this guide for more information on camping and participation requirements.

Much different from Cub Scouting, the boys run the Troop program for the benefit of all who wish to participate and a high level of participation results in a better program for everyone. The product of poor attendance is a weak program and a waste of time and resources. Participation and contribution by each Scout is essential for the Troop to succeed in its aims.

**You only get out of Scouting as much as you are willing to put in.**

### Please Note

A boy who joins Troop 52 is a member of our extended Scouting family. We promise to make a commitment to your son, and, in return, ask to be placed as a high priority on his life as well. Personal dedication, commitment to excellence, sense of duty, personal loyalty and responsibility for his actions produces a young man who is not only a successful Scout, but a successful adult.

# Parent Participation



**P**arents, both men and women, can join the Troop along with their boys. We feel that it is our responsibility to our sons and to the community, to help make sure a good Scouting program is available. It is also an excellent opportunity to participate with our boys in their development at one of the most critical times of their lives. When parents are called upon to help fulfill the needs of the Troop, it is our hope they will make every effort to lend a hand. With each and every parent's help, the assets the boys are able to draw upon are multiplied, making our program and their experiences better.

Parents are encouraged to attend regular meetings, even if it is just a brief visit, to allow the

*Your contribution may be large or small but it is of vital importance and greatly appreciated. The Scoutmaster and his assistants are not babysitters. They are in place to train and help your sons grow into mature young men of character. Having help behind the scenes frees up these leaders to spend the quality time needed for them to perform their number one job, teaching your sons.*

boys to demonstrate the Scout program in action. All Parents are invited to the Troop Committee Meetings which are held on the first Tuesday following the monthly Troop campout. Troop subcommittees often meet during Monday night meetings, and everyone is invited. Moms and Dads are encouraged to come to any camping or hiking outing to observe and participate. Be sure to consult

with a committee member to find out what requirements are needed to join in our outdoor activities. Your interest and support are vital to a successful Troop. BSA does not stand for Baby Sitters Anonymous. We have made a commitment to the boys of Troop 52 and are asking you to get involved for the sake of your sons and ours. ***Besides, it's a lot of fun!***

As an adult member of Troop 52 you will receive the "Scouting" magazine. You may be asked to serve on the Troop Committee, go on campouts, help with merit badge classes or other support jobs that need to be done. Our Troop needs and appreciates everyone's participation and it is a great opportunity to spend that quality time with your son for which you are always looking.

## **ADULT REGISTRATION - (BAT Patrol)**

Any adult who will have direct contact with the boys is required to register with the troop. All adults belong to the Bat Patrol and will function just like a boy patrol when on campouts. The registration process for Troop 52 takes just a little time. Since we are chartered by a Catholic church there are requirements in addition to the usual Boy Scout ones. Background checks will be done by both our local Boy Scout Council and the Catholic Diocese.

1. Complete the Boy Scout adult membership application
2. Complete BSA Youth Protection Training. This training is available online at [http://www.bsacac.org/resources/youth\\_protection](http://www.bsacac.org/resources/youth_protection). Print certificate and turn in with application. This course must be repeated every 2 years.
3. Complete the Austin Catholic Diocese volunteer application. This can be found at [https://www.eappsdb.com/login.asp?orgz\\_key=4](https://www.eappsdb.com/login.asp?orgz_key=4). Identify the parish as "Church of the

Resurrection of the Lord, Emmaus Catholic Parish” and the volunteer role as “Scouts”. If you are already registered with the Austin Catholic Diocese please make sure Emmaus and Scouts are added to your registration. You will NOT receive any solicitation from the Catholic diocese as a result of submitting your application.

4. Attend a Catholic diocese Ethics and Integrity in Ministry (EIM) workshop. Locations can be found at <http://www.austindiocese.org/departments/home.php?id=9#workshop>. Emmaus intends to offer the workshop once a quarter but you can attend any workshop within the diocese. A full 3 hour workshop must be attended the first time. The workshop must be attended every 3 years. A 1.5 hour refresher course is available. Certificate must be turned in with application. The EIM workshop and volunteer application must be completed within 30 days of one another.
5. Complete the BSA Medical Form
6. Pay the appropriate dues

## **YOUTH PROTECTION POLICIES**

**T**he BSA Youth Protection and Catholic Diocese EIM policies require that two registered adults be present at all meetings and events and Troop 52 complies with this requirement at all times. There are other rules that apply to Youth Protection and the Troop will provide resources for you to receive the proper training. This course must be attended every two years to be current and may be taken on line. If the adult leader will be attending a high adventure camp with the boys, this class is required to be completed within a year of the camp.

## **ADULT LEADER TRAINING**

**T**here are multiple opportunities, provided by our Council, to obtain additional training on the Scouting Program. Some of these are online classes, like Fast Start and Troop Committee Challenge. Classes for those that want to take active leadership roles such as Assistant Scoutmaster or Scoutmaster are available. There are also specialized outdoor training programs available. The Council website, [www.bsacac.org](http://www.bsacac.org), and the District web site, [www.beecavedistrict.org](http://www.beecavedistrict.org) are good places to look for information on these opportunities. You can also speak to our Adult Training Coordinator and find out more about the training opportunities available for you on our website at [lakeway52.mytroop.us](http://lakeway52.mytroop.us). In addition, we hold our own BAT (Basic Adult Training) program to bring new parents up to date right after crossover.

## Troop Organization

Every Troop is part of an established community organization. The Troop is granted a charter by the Boy Scouts of America to operate out of this group. We are very happy and proud to have the Emmaus Catholic Parish in Lakeway, Texas as our chartering organization and enjoy a very high level of cooperation and support with them. We are one of 11 Troops in Bee Cave District which serves the Lake Travis and Eanes school districts. Bee Cave is one of 13 districts that form the Capitol Area Council. The council serves 15 counties in Central Texas and is one of the largest in the United States.



### TROOP COMMITTEE

Troop 52 has a group of adults whose main job is to back up the Scoutmaster and help him run a good program. It is the Committee's responsibility to provide the resources

A good committee supports its Junior Staff and Scoutmaster. Its role is not to run the program but supply the tools, knowledge and encouragement needed for the boys to succeed.

**The Boys run Troop 52!**

needed for the boys to succeed. This includes advancement and outdoor programs, handling the Troop finances, working with parents, overseeing safety procedures and doing whatever they can to help the Scoutmaster do his job. They assist the boys in raising funds and keeping records. They recruit other adult leaders, run Boards of Review, assist in Courts of Honor and oversee Troop communications. No Scoutmaster could do all this alone.

The Committee is comprised of a Chair, Organization Rep, Secretary, Treasurer, and other officers as deemed necessary. The Committee conducts formal meetings every month on the first Tuesday after the Troop's monthly campout. This meeting is when camp schedules and locations are approved (based on input from the boys), and Troop business is conducted. The Troop Committee may meet informally from time to time during regular Scout meetings to address any immediate needs.

### SCOUTMASTER

The main function of the Scoutmaster is training the Junior Staff leaders and guiding them in planning and running the Troop, meetings, campouts and special events. He helps Scouts to grow by teaching leadership skills and encouraging them to learn for themselves. He conducts Scoutmaster Conferences. The Scoutmaster manages, trains, assigns and supports his Assistant Scoutmasters in their roles.

### ASSISTANT SCOUTMASTER

Assistant Scoutmasters support the Scoutmaster. They are assigned specific program responsibilities such as advising patrols and assisting Scouts in advancement. They help to keep order in the meetings and act as mentors on the campouts.

## **YOUTH STAFF**

**T**he Troop is actually run by the Junior Staff Leaders. With the guidance of the Scoutmaster and his assistants, they plan the program, conduct the Troop meetings, and provide leadership and discipline among their peers.

The **Senior Patrol Leader** (SPL) is the top junior leader in the Troop and is elected by the boys. He leads the Patrol Leader's Council (PLC) and, in consultation with the Scoutmaster, appoints other junior leaders and assigns specific responsibilities as needed. Troop 52 holds elections for the Senior Patrol Leader every six months in September and March and all registered youth can vote. Candidates for SPL must be approved by the Scoutmaster.

The **Assistant Senior Patrol Leader** (ASPL) fills in for the Senior Patrol Leader in his absence. He also is responsible for training and giving direction to the quartermaster, scribe, Troop historian and librarian.

**Troop Guides** provides assistance for newer Scouts throughout their first year teaching the skills required for rank advancement.

The **Scribe** is the Troop secretary.

The **Quartermaster** is responsible for the Troop trailer, supplies and equipment.

The **Troop Historian** collects and maintains Troop memorabilia and information on former Troop members.

The **Librarian** keeps Troop books, pamphlets, magazines, audiovisuals, and the merit badge counselor list available for use by Troop members.

The **Chaplain Aide** assists in Troop religious services and promotes religious emblems programs.

The **Scribe and Historian** maintains the Troop WEB pages. ([lakeway52.mytroop.us](http://lakeway52.mytroop.us))

An **Instructor** is an older Troop member proficient both in a Scouting skill and in the ability to teach that skill to others.

A **Junior Assistant Scoutmaster** serves in the capacity of an Assistant Scoutmaster except where legal age and maturity are required. He is generally an Eagle Scout, must be at least 16 years old but not yet 18. The Scoutmaster appoints him because of his leadership ability and he reports directly to the Scoutmaster.

## **PATROL LEADER'S COUNCIL (PLC)**

The Patrol Leader's Council, not the adult leaders, is responsible for planning and conducting all Troop meetings and activities. The PLC meets the first Monday after the monthly campout at

Emmaus Catholic Parish at 7:00 pm. There is no weekly Troop meeting the Monday immediately after a campout. The PLC is composed of the following voting members:

**Senior Patrol Leader  
Assistant Senior Patrol Leader(s)  
Patrol Leaders**

## **PATROLS**

**B**oy Scout Troops are divided into patrols, groups of six to ten boys who work together as a team. This patrol method allows a Scout to develop a family type unit with a group of his friends. It also means each boy gets involved because he's really needed. Everyone gets a job and a chance to learn and practice leadership and responsibility. Patrols provide real life experience in the democratic way of doing things. Patrols select their own leaders and officers.

The **Patrol Leader** has the patrol's top job and is elected by the members of his patrol. He appoints each member to a patrol job, so all can share in leadership roles. He takes the lead in planning and steering regular patrol meetings and activities. He helps patrol members advance, and may teach scouting skills. He encourages members to recruit new boys to fill patrol vacancies. He represents the interests and desires of his patrol on the Patrol Leader's Council (PLC), and reports back to his patrol the decisions of the council. He sets a good example by working on his own advancement, taking junior leader training, and living up to the highest standards of the Scout Oath and Law.

The **Assistant Patrol Leader** steps in to serve when the patrol leader cannot and is appointed by the Patrol Leader. He may also carry out special tasks assigned to him, like overseeing member advancement.

Patrols can assign other officers as they wish, such as – **Scribe, Treasurer, Quartermaster, Grub master** (sets camping menus and food assignments for campouts), **Cheerleader** (leads songs, yells, stunts, and campfire programs).

The Troop organization revolves around the Senior Patrol Leader, who leads the Junior Staff in conducting the program. He serves as the channel of communication between the patrols and the Adult Staff. Scouts with questions or needing assistance or guidance should first go to their Patrol Leader, who in turn should go to the Senior Patrol leader, who then should go to the Scoutmaster if he has any questions.

The success of our program revolves around the effectiveness of the patrol method, junior and adult leadership working together.

## **COMMUNICATIONS**

As in most organizations, communication aids in the success of the Troop. It is important that everyone be informed of the news and events of the troop and information flows through several channels in Troop 52. Scouts are responsible for listening to instructions at meetings and understanding and remembering them. A notepad and pencil will help.

\* The Scoutmaster is responsible for keeping the Senior Patrol Leader and adult staff informed. The Scoutmaster, Troop Committee Chairman and officers of the Troop Committee are responsible for information to the parents.

\* The Senior Patrol Leader is responsible for informing the Patrol Leaders and adult staff.

\* Patrol leaders are responsible for informing their members about Troop events and special requirements, instruction or equipment needs.

\* Scouts are responsible for transmitting messages to their parents.

\* Telephone call downs, from time to time, help keep boys on top of developments and changes to the schedule.

## **Troop Re-mailer & Website Information**

The Troop Committee has a re-mailer system that is used to send email messages of upcoming events, changes and other information. Please inform the registrar of your family email addresses. Should your address, phone number, etc change, please notify the Troop registrar. We need to keep up with this information so we can keep you informed. This information is not published or shared and is kept confidential for use within Troop 52 only. This is not a chat line and participants are only able to receive broadcasted messages.

There is a web site, [lakeway52.mytroop.us](http://lakeway52.mytroop.us), that contains information about Troop 52.

## **Troop Information Maintenance Outline**

Troop 52 takes the protection and privacy of it's young members seriously. The following document outlines how we manage that information.

Upon entering the Troop, Adults and Scouts register with Boy Scouts of America, Troop 52, and Emmaus Parish.

BSA:

Boy Scouts of America collects and maintains the information provided upon registration. Adults are subject to a background check. Once a year, Troop 52 "re-charters" with BSA, updating it's paid membership rolls; updating corresponding information, including Name, Address, Phone, Email, Leadership Role, and Relationships. BSA also maintains training records for Adult Leaders, including Youth Protection Training.

Emmaus:

Emmaus collects and maintains membership information provided upon registration with the Troop. Emmaus also executes a background check on Adult Members, and further requires all Adult Members to undergo regular Ethics In Ministry training before allowing direct interaction with Scouts.

Troop 52:

TroopMaster:

TroopMaster software is the primary repository for information on the Troop and its members. Upon registration with Troop 52, The Registrar enters relevant roster information into TroopMaster. Any changes to an individual's roster information is maintained by The Registrar in TroopMaster. The Advancement Chair enters and maintains a Scout's relevant advancement information into TroopMaster. Those with access to TroopMaster include: Registrar, Advancement Chair, ScoutMaster, Committee Chair, Chartered Organization Representative. On occasion, assistants to the Registrar and Advancement Chair are granted access to TroopMaster, with the approval of the Executive Committee.

MyTroop:

MyTroop is a web-based "front-end" to relevant Troop 52 information exclusively for Troop Members. Only a Troop Member may be provided access, consisting of a unique userID and password. MyTroop provides web pages with information and announcements relevant to the Troop. It includes a Troop roster, a calendar of Troop events. It may also include online registration and payment for Troop events, a photo gallery, and advancement information for Scouts.

MyTroop may facilitate communication with Troop Members using a set of email lists. All email communication originating from MyTroop are monitored by the Chartered Organization Representative. Further all such communication to Scouts are also copied to each Scout's parent.

Occasionally, a subset of information from TroopMaster may be uploaded to MyTroop. Those granted access to TroopMaster (such as the Troop Advancement Chair and Registrar) are provided administrative access to MyTroop. On occasion, others may be granted administrative access to MyTroop (such as the Communications Chair), with the approval of the Executive Committee.

Some information (such as some contact information) may be visible only to those with administrative access.

Troop Leaders may post information (announcements, events, etc.) to MyTroop, and to use the email list facility to contact Troop members, or a subset of the Troop (Patrol, Committee, etc.).

# Order of the Arrow



**T**he Order of the Arrow (OA) is a service organization of honor campers sponsored by the National BSA. It is unique in that non-Order of the Arrow members help to elect new candidates for the Order.

To qualify, a Scout must fulfill three requirements.

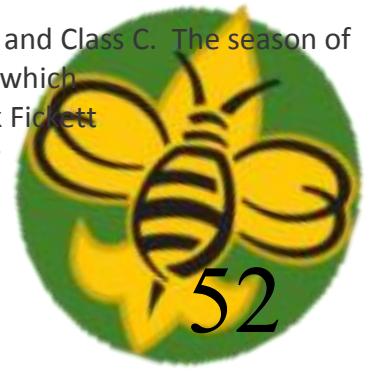
1. He must be deemed by his Scoutmaster to have and show Scout spirit, meet the required overnight camping criteria, and must hold a rank of at least First Class Scout.
2. His fellow Scouts (in his Troop), under a formal set of rules and regulations defined and supervised by the Order of the Arrow, must elect him. After election the candidate is “tapped out” or selected at a formal Order of the Arrow ceremony (usually at summer camp or a Camporee).
3. Once the tap-out ceremony has been performed the candidate has one year to present himself for “Candidate Ordeal” or lose his chance for membership.

Order of the Arrow members perform many vital and needed tasks for BSA and the community. These services range from recruiting functions to work projects and authentic Indian Dance team demonstrations.

Adult Scouters can also be elected to the Order of the Arrow; however they cannot vote or serve on active O.A. committees. Adults must meet the membership requirements and go through the same tap out and ordeal ceremonies as the Scouts. Both boy and adult members can be recognized by a patch on the right Scout shirt pocket flap.

# Uniforms

**T**roop 52 has several different uniforms known as Class A, Class B, and Class C. The season of the year and the specific occasion are the factors in determining which uniform is correct to wear. Uniforms may be purchased at the Frank Fickett Scout Training and Service Center located at 12500 North IH-35 near Parmer Lane or from [www.scoutstuff.org](http://www.scoutstuff.org). New and gently used uniforms can be found at greatly reduced prices by going to:



<http://users.scronline.com/troop77/equipmenttrader.htm>

Some boys may not like wearing the proper uniform. An athlete or band member does not have a choice of uniforms but they have to wear it if they want to participate. It is no different in Scouting and we ask you to give us the same level of respect as any other group activity. It identifies us as a member of a special group and tells the boys they are all members of our extended Scout family. Troop 52 encourages every boy to wear his official uniform proudly.

**If a Scout is unable to afford a uniform, a parent or guardian should contact a member of the Troop Committee for assistance and we will make sure that boy receives what he needs. Any request will be kept in the strictest of confidence.**

## **Troop 52 has implemented the following uniform policy:**

**CLASS A UNIFORM** - the main uniform for Boy Scouts. It is worn at all meetings, Scoutmaster Conferences, Boards of Review, Courts of Honor, District or Council activities, Color Guards\*, Cross Over Ceremonies, special presentations, or anytime the Scout is dealing with the general public and at any other designated occasions. **For insurance purposes, it is a requirement for all Scouts to wear their Class A uniform when traveling with the Troop.**

- Standard Class A Boy Scout shirt (tan with all appropriate patches)
- Boy Scout neckerchief (troop selected neckerchief – Black w/red lettering)  
Neckerchief slide
- BSA or Troop hat only (optional and not required, cannot be worn inside)
- BSA Green pants (BSA shorts w/ BSA socks also acceptable) or any other pants or shorts with pockets (no sports shorts)
- BSA web or leather belt
- Shoes (closed toe, no sandals, dress shoes optional)

*\* Color guards must wear white gloves, provided by the Troop, long BSA pants and dark dress shoes.*

**CLASS B UNIFORM:** - worn during campouts (but **never** to or from campouts), and on designated scout activities.

- Official Troop 52 T-Shirt
- BSA Green pants , BSA shorts w/BSA socks, or other pants or shorts with pockets (no sport shorts, baggy pants or baggy shorts)
- BSA or Troop hat only (headgear is recommended outdoors)
- BSA web or leather belt
- Boots are preferred (closed toed shoes are acceptable, no sandals)

**CLASS C UNIFORM:** - not really a uniform, but the appropriate dress when participating on Scout activities when a uniform is not required, like work projects where you don't want to ruin your Scout clothing. May be worn at campouts once in camp but not at Camporee, Webelos Woods or other District or Council wide events.

- Scouting related T-Shirt (Lost Pines, Philmont, etc. or plain)
- BSA Green pants , BSA shorts w/BSA socks, or other pants or shorts with pockets (no sport shorts, baggy pants or baggy shorts)
- BSA or Troop hat only (headgear is recommended outdoors)
- BSA web or leather belt
- Boots are preferred (closed toed shoes are acceptable, no sandals)

**Unacceptable wear includes any loud or brightly colored shorts, pants, or T-Shirts with non-Scout slogans.**

Shirts must be tucked in at all times and have a neat, clean appearance. The uniform is a symbol that marks the Scout as belonging to a select group of young men. The person who wears it is respected in the community. Wearing the appropriate uniform is a requirement for Troop participation, including rank advancement. Registered adult leaders are asked to set the example and wear the complete uniform with pride. Boys will feel more comfortable with the uniform requirements if the adults take the lead.

Although the initial investment in a full uniform can seem expensive, they are very rugged and will usually last until the Scout outgrows them. Keep growth in mind when you purchase uniform components. Consult the "*Boy Scout Handbook's*" front and back cover for the Official Scout Insignia Guide for instructions in the proper positioning of any badges and insignia.

Sandals or open-toed shoes are not allowed at any Scout activity or meeting.

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**Look like a Scout, feel like a Scout!**

# First Year Scout Program

The overall goals of our first-year Scout program are to ensure that your son:

- \* Has Fun
- \* Participates in troop and patrol activities
- \* Learns teamwork and Scouting skills
- \* Advances in Rank



**B**oy Scouts of America studies indicate that when a Scout earns his First Class rank close to his first year anniversary in Scouting, the odds of his continuing to advance and participate in the troop go up dramatically. That is the aim of our first year program. The Assistant Scoutmaster in charge of the first-year program and his assistants will be working intensively with your son during his first year. He is your primary contact with the troop. Please get to know him and his assistants and don't be afraid to ask questions and get involved.

**Patrols:** - First year Scouts will be assigned a provisional patrol with other first-year Scouts that will work as a group through the summer. At the beginning of the school year he will be assigned to a regular patrol by the Scoutmaster. Parent's input is welcome. The primary difference between first-year Scouts and older Scouts in Troop 52 is that weekly meetings and campout experiences are more structured for the new Scouts. This gives them more time to work on rank advancement. New Scouts will break out from portions of the troop meetings to work on skills, and some activities on campouts will be exclusively for them. However, first year Scouts are not separated from the rest of the Troop. Much of what is learned during his first year will come from interaction with older Scouts, especially their Troop Guide.

**Troop Guide:** - Each provisional first year Scout patrol is assigned an older, experienced Scout called a Troop Guide. The Troop Guide will assist the Scouts throughout their first year, even after they have joined a regular patrol, teaching the skills required for rank advancement.

**Assistant Scoutmaster:** - Each first year Scout patrol is assigned an Adult leader. This leader is there to help the patrol and Troop Guide with their first year in scouting on the road to first class. This ASM is there to guide and keep the progress on track from an advisory standpoint.

**Patrol meetings** – Patrol meetings are an integral part of growth in Scouting. Patrol meetings help to form a bond between patrol members that will serve them well. The patrols will meet regularly at Troop meetings and are encouraged to meet on other occasions to form bonds and accomplish personal and group goals.

# Camping Program

**Troop 52 conducts a year round program of monthly camping activities.**

## CAMPOUTS

**T**roop 52 has been called the “Camping Troop” while others concentrate on merit badges and advancement. The Scouting goals are not just about advancement. The program is about providing boys a fun environment in which to discover self-respect, responsibility, self-reliance, and leadership. We admit, we tend to focus on fun, but in the 10 years we have been in existence, Troop 52 has had the honor of helping over thirty boys reach the rank of Eagle. Currently we are working with ten more boys who are well on their way to accomplishing this huge achievement. Yes, we are guilty of enjoying the outdoors and do a lot of backpacking and camping, but we do a good job stressing the basics too. It is true that other troops have actually cancelled campouts and crossovers because of weather. We will never put anyone in danger but bad weather campouts are sometimes the most memorable and where the boys learn the most about themselves. **Campouts are the rewards in Scouting and we don’t cancel the fun stuff!**



Troop campouts are held every month of the year and vary from one to ten nights depending on the campout. The Patrol Leadership Committee (PLC) decides where the Troop wants to camp and what activities to do each year. The adults help with logistics. Our Camping Committee consists of a group of volunteers who do a great job assisting the boys with reservations, travel arrangements, etc. The boys determine their meal plans as Patrols and camp activities as a Troop. During the school year the monthly campouts are typically close to home. We’ve canoed the Colorado River, conducted climbing and rappelling courses at Enchanted Rock, and backpacked through Lost Maples. There are a lot of great opportunities for adventure close to home and we take advantage of as many as we can!

There is a permission slip that is required for each camping trip that must be signed by a parent or legal guardian and returned to the Transportation Chair, two Troop meetings prior to the scheduled campout.

Campouts are FUN and your son should try to attend as many as possible. Each campout will have a special emphasis – orienteering, canoeing, rappelling, pioneering, family campout, etc. On Saturday night there is usually a Troop campfire (depending on burn ban status) with skits, songs and other silliness presented by the Patrols. On Sunday morning we hold a non-denominational worship service and final assembly before departure.

Only adults, Star, Life and Eagle Scouts with Fireman Chit (and adult permission) may move or use lanterns and Coleman stoves. The Totin’ Chip is required to carry a pocketknife or use a bow saw.

If your son signs up and cannot attend, make sure that his patrol leader knows as soon as possible. The patrol meetings prior to campouts are used to plan the campout, who will bring

food, who will cook etc. It is important to know the attendance in order to make proper plans. Only in special circumstances will refunds be given.

Campouts are held **rain or shine**. Scouting prepares boys to adequately protect themselves in all types of elements. They will receive instruction in these methods by regularly attending Scout meetings. Campouts are only called off in the event of a Central Texas travel advisory, emergency or unsafe driving conditions. Part of the camping program is designed to teach young men how to deal with adversity such as bad weather.

The Troop usually uses the Dillard's parking lot (Bee Cave Pkwy side) as a meeting area for departures and returns from trips. In general Scouts do not need money on camping trips. They may need some cash for lunch Sunday if we return later in the day. Anything that requires additional cash will be noted on the permission slip. The typical cost for a campout is \$20. This covers the food cost for 3 meals (one night campout) or 4 meals (two night campout). Scouts and adults camp as patrols. Each patrol usually buys and cooks its own food unless otherwise noted. The Scouter (adults) patrol is known as the Bat Patrol, and they camp in a site that is slightly separated from the boys. Each patrol works as a unit, tenting together, eating together and, believe it or not, cleaning up together. Scouts are encouraged to sleep two to a tent on campouts and Summer Camp.

### **Uniform Requirements for Travel**

**S**couts will be required to wear full class A uniform when traveling to and from campouts. This is an insurance requirement and there are no exceptions. **If a Scout arrives for departure without his class A uniform, he will be asked to obtain his class A before being allowed to travel and time may not allow the group to wait.** Think ahead. Be prepared!

### **DISCIPLINE**

Campouts require the cooperation and positive participation of every Scout and Scouter. We have a lot of fun and problems seldom occur but disruptive behavior is incompatible with our program. The Troop Committee may withdraw camping, activity or even membership privileges from any Scout or adult that is disruptive or a safety concern. The Troop reserves the right to call a parent to come pick up any boy that is not living up to the expectations of the Scout Law and Oath or is a danger to himself or others.

**HAZING IS NEVER ALLOWED OR TOLERATED AT ANY BOY SCOUT ACTIVITY.**

### **CAMPING PARTICIPATION**

Participation in at least half of the campouts is a requirement for rank advancement. Everyone is welcome to visit our campouts and boys are encouraged to join in as little or as much as their busy schedules allow but they must actually camp with the Troop in order for that campout to count in their 50% participation requirement for advancement. Everyone attending even part of an event must be registered with the Troop and have filled out a permission slip in advance of the proper deadline.

## **CAMPING EQUIPMENT**

Consult the “*Boy Scout Handbook*” or “*Scout Fieldbook*” for complete information on appropriate equipment for most types of camping. Here are some guidelines regarding Troop 52 requirements and rules.

**The following items are NOT permitted on Troop 52 camping trips:**

AM/FM radios, CDs, MP3, I-pods or cassette players TV's, and tape players Gameboys and electronic games Inappropriate literature or magazines Sodas and candy Fireworks, firearms, slingshots, archery equipment & weapons	Lighter fluid and other flammable liquids Aerosol cans of any kind. Tobacco products and illegal drugs Alcoholic beverages Laser pointers Fixed-blade knives, axes and hatchets. Cell phones (Adults will have them if needed)
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Cameras are allowed, but at your own risk. Disposables are great.

**Generally speaking, if it is electronic and not a light, it's probably not allowed.**

## **SMOKING**

The use of all tobacco products is prohibited for Scouts. When using tobacco products, adults are required to be in a designated area that cannot be seen or smelled by the boys. There will be no use of any type of tobacco products inside the adult's or boys' patrol areas.

## **SUGGESTED CAMPING GEAR**

The Troop will sponsor sessions each year for new scouts and their parents to discuss equipment that will be needed and answer any questions. This is just an outline.

### **BACKPACK**

Pack with padded hip strap  
Pack cover for rain protection

### **SLEEP GEAR**

Sleeping bag (20<sup>o</sup> - 35<sup>o</sup>) in waterproof bag  
Small pillow (optional)  
Closed cell foam sleeping pad  
Tent (Small 2 person w/full rain fly)  
Ground cloth or tent footprint  
Extra large trash bags (1 or 2)

### **CLOTHING** (packed in zip lock bags)

Hiking boots (optional, but well broken in)  
Lightweight camp shoes. No open toe shoes.  
1 to 3 pr. backpacking socks  
(Lighter liner socks are optional)  
1 or 2 pr. underwear  
1 pr hiking shorts (depending on weather)  
1 long sleeve shirt (depending on weather)  
1 or 2 Class B (Troop or BSA) short sleeve shirts  
1 sweatshirt (optional, depending on weather)  
1 Class A uniform  
1 jacket (weight appropriate for season)  
1 poncho or rain suit  
1 small hand towel  
1 hat (BSA or plain)

### **EATING UTENSILS**

Mess Kit (Bowl that can be used as a plate)  
Cup  
Silverware (Spoon only)  
2 Nalgene type water bottles (1 qt. each)

### **PERSONAL AND MISCELLANEOUS**

Small folding/locking pocketknife  
Matches in watertight container  
50 ft. 1/8 inch nylon cord  
Flashlight (with extra batteries)  
Compass  
Bandanna (1 or 2)  
Whistle  
Soap (Camp Suds or Dr. Bonners)  
Toothbrush/Toothpaste (travel size)  
Comb  
Adhesive bandages/personal first aid kit  
Personal medications  
Sunscreen (SPF 15 or higher)  
Insect repellant  
Camp Cash - Toilet paper (in zip-lock bag)  
Small, light trowel  
Duct Tape (several feet)  
Small notepad & pencil  
Sunglasses (optional)  
Camera and film (optional)  
Watch (optional)  
Star chart (optional)

Try not to pack cotton clothing for backpacking campouts. Cotton loses all of its insulation value when wet, weighs a lot and takes forever to dry.

## **SPECIAL EVENTS**

**T**roop 52 participates frequently in special events such as the Annual Scout Parade, District and Council Camporees, service projects and our own Troop 52 expeditions and tours. All of the events and meetings necessary to prepare for them count as regular Troop events. Scouts are responsible for understanding all instructions pertinent to them, and for working together to earn their way to events.

High Adventure expeditions for the older Scouts (typically 14 and up) are conducted each year to an area picked by the Scouts. We try to rotate through the three major high adventure camps that the BSA offers. These include the following.

1. Philmont Scout Reservation – backpacking in the Sangre de Cristo mountains of Northern New Mexico
2. Florida National High Adventure Sea Base – scuba and seamanship in the Florida Keys
3. Northern Tier Canoe Base – canoeing the boundary waters of the northern United States and Canada

These are great trips and are the highlights in a boy's Scouting career. They are the result of a lot of preparation and planning on the boy's part. BSA guidelines set certain minimum age and physical requirements for all high adventure camps.

# Summer Camp



**S**ummer Camp is a weeklong experience at a BSA sponsored facility and it is an important foundation to a first year boy's Scouting experience. He will get to know the other boys in the Troop, adult leaders and begin to learn how to work together as a patrol with other Scouts. Above all, summer camp is **FUN!**

Summer camps are usually further away from home and more adventurous than the monthly campouts. In recent years we have traveled to the mountains of Colorado and New Mexico, camping at Cris Dobbins, Tres Ritos and Chimayo Scout Reservations. We've also attended camp at Buffalo Trails Scout Reservation near Pecos, Texas. For our first year Scouts and anyone else wanting to attend, we also offer a local summer camp to either El Rancho Cima in Wimberley, TX or Lost Pines in Bastrop, Texas. Two summer camps are dependent on available Adult Leadership. During Summer Camp the boys enjoy a traditional 7 day, 6 night Boy Scout summer camp environment with activities and merit badge workshops. The boys make the decision as to which camp(s) will be offered. The adults see that it happens.

**First Year Camper Program:** With few exceptions, new scouts experience some degree of apprehension toward their first summer camp experience. The same can be said for the parents. A positive means of easing this anxiety is the camp program designed to accommodate the specific needs of the first year Scout. The Troop Committee will aid in selecting the activities from the summer camp program that will provide the best experience for the first year scouts.

The Troop is looking forward to your son participation in the first year camper program. Our goal is to provide the programs that will provide the opportunity for all Scouts to earn the rank of First Class in their first year of Scouting. This program and summer camp will give him an excellent start.

Special orientation meetings will be conducted prior to summer camp for Scouts and parents to get everyone prepared and to answer any questions.

**Early Departure:** To participate in the camp program your son must begin the week with us on Sunday and stay throughout the entire week. There are no provisions for late arrivals and early departures must be for extreme emergencies only. Much of the last day of camp is spent packing and policing our camp area and it is only fair that everyone participate in that work.

**Physical Exam:** As soon as possible, turn in the summer camp medical information form. No one can attend camp without every line on the form filled out. A parent and physician must sign each form.

**Packing:** - Some Scouts find it more practical to bring their belongings in an Action Packer,

Rubbermaid or similar type box that will accept a lock (use a combination lock, keys will get lost). These can be slipped under a cot to save space. A sports bag or duffel bag will also work.

**What do I bring to Summer Camp?** A complete list will be provided to the Scouts according to the camp Troop 52 will be attending. Some camps require participants to use camp tents and others allow you to provide your own. Cots are highly recommended for all wall tents and can usually be rented from the camp for a small fee.

All items should be clearly marked with the Scout's name and Troop 52. Clothing and bedding should be packed in plastic zip-lock bags in case of inclement weather.

# Rank Advancement and Merit Badges

**T**he Boy Scout advancement program provides a ladder of skills that the Scout climbs through at his own pace. As they acquire these skills, they move up through the series of ranks. Each rank is rewarded with a badge to be worn on the left front pocket of the tan uniform shirt and a parent's pin.



## The Ranks of Boy Scouting

Scout, Tenderfoot, Second Class, First Class, Star, Life, Eagle

**T**he requirements for rank advancement are progressive so when a Scout reaches the First Class rank, he will be a good outdoorsman, physically fit, active in his patrol and Troop, informed, active as a citizen, and have made the Scout Oath and Law a part of his everyday life. The higher the Scout climbs the more challenging his tasks. Help them along but let them do the work.

**How do they get these ranks?** By meeting requirements outlined in the "Scout Handbook". This includes merit badge requirements (there are a set of merit badges that must be earned to advance from First Class to Star, Star to Life and Life to Eagle. These badges are listed in the "Scout Handbook". In addition, elective merit badges are also required.

A Scout must complete the ranks in order but can work on requirements for a higher rank before attaining the prior rank(s). For example, he does not have to be a Second Class Scout before beginning work on the requirements for the First Class badge. He may not, however, attain the First Class rank before first completing all the requirements for the Scout, Tenderfoot and Second Class ranks.

### THE FIVE STEPS TO ADVANCEMENT

**Step 1**      **The Scout learns.** He learns Scouting skills by taking an active part in troop and patrol meetings and outdoor programs. This learning is the natural outcome of active participation in the Troop.

It is the Scout's responsibility to learn the advancement program. He can do this through discussions with his patrol leader, members of the junior staff or members of the adult staff. His "*Boy Scout Handbook*" is his best source of information.

It is the parents' responsibility to help him organize his advancement effort, and to guide him (at least initially) in how to go about each step in working toward rank and merit badges. It is not the parent's job to do it for him.

It is the adult leader's responsibility to provide a means for the Scout to set and accomplish his goals.

**Step 2**      **The Scout is presented for testing.** When a Scout shows a leader that he has mastered a given skill and has satisfied a given requirement, the leader will sign-off on that achievement. Any member of the Troop committee can sign-off on achievements; however parents cannot sign-off on their own son's work. Scouts with a rank of Star or higher can sign-off on another boy's achievements as long as the boys are not related.

**Step 3**      **The Scout's record is completed.** The Scout should record all achievements (as they are achieved) with the Advancement Chair. This permanent record of the Scout's achievement is very important. In the event that a Scout loses his "*Boy Scout Handbook*" there will be a record of his accomplishments, and he will not have to start over on his rank. It is also recommended that a photocopy of each completed rank be kept at home. The Advancement Chair will date and initial the appropriate page when all steps have been completed and recorded.

**Step 4**      **The Scout is reviewed.** There are two reviews a Scout must have to earn a new rank. When the Scout has completed all the requirements for a rank, he is ready to schedule an appointment with the Advancement Chair to talk to the Scoutmaster for a Scoutmaster Conference. After the Scout has had his conference, he will then schedule a Board of Review with the Advancement Chair. A Board of Review will be held within three weeks of notifying the Advancement Chair. All scheduling must go through the Advancement Chair. Do not go directly to the Scoutmaster.

The Scoutmaster Conference is a short conference in full Class A uniform just between your son and the Scoutmaster. The purpose is to develop an increased level of understanding between the Scout and the Scoutmaster. Once this relationship is established and begins to grow, the Scoutmaster can be increasingly effective in helping the Scout get the most from the program. The Scoutmaster is a good listener and he or the Scout may schedule a conference for any reason – rank advancement, lack of advancement, behavior problems with other troop members, home situations, whatever.

After the Scoutmaster Conference, the Scout will have the requirements completed for the new rank. At this time, the Scout will appear in a full Class A uniform before his scheduled Board of Review. A Board of Review is composed of three adult members of the Troop Committee. The purpose is not to retest, but to make sure the Scout has met all the requirements including attendance, leadership, and demonstration of the Scout Spirit, Oath and Law in his everyday life. The Board members will chat with the Scout about how he feels he is getting along with the troop and its program, and to encourage the Scout to keep advancing. The board will make the Scout feel comfortable with them, and ask about his readiness for rank advancement, his goals, his Scout Spirit, and personal growth. He'll be congratulated on his progress and urged to keep going. It

should be a good experience and add to his ability to communicate with adults. The Scout will be told at the conclusion of the session whether he qualifies for advancement or what his next step should be. If, for any reason, the Board of Review feels the Scout is not ready for rank advancement, it should notify the Scoutmaster and have him council the Scout. Once the Scout and the Scoutmaster are in agreement that the item has been corrected, the Scout will ask the Advancement Chair to re-convene the Board of Review. Efforts will be made to use the same adult committee members involved in the original review. IMPORTANT: ONLY those remaining item(s) will be covered during this session. There is no need to repeat the previous review. Boards of Review are held on Monday evenings as needed during the regular Scout meeting time. They may only be scheduled through the Advancement Chair after the Scoutmaster Conference is completed.

**Step 5      The Scout's accomplishments are recognized.** When the Board of Review certifies the Scout, the Scoutmaster awards him his new rank badge. He is then recognized formally at the next Court of Honor.

### **GETTING A SCOUT BOOK SIGNED**

The Scout should have his book and pen ready and know exactly what he would like to have signed off. He should present these to one of the older Scouts, Life rank or above, for signature. In the event he cannot get a Scout to help he can approach an adult leader. He should say something like "Can you please sign off on this requirement for second class please?" He will be asked a few questions and the requirement will be signed off if everything has been completed. The Scout should be polite, have a pen ready and his book open to the correct page.

### **MERIT BADGES**

**T**he Merit Badge program is one of Boy Scouting's basic character developing tools. Earning a merit badge gives a boy the kind of self-confidence that comes only from overcoming obstacles to achieve a goal. Through the Merit Badge Program, a boy also receives insights into future careers and hobbies and develops social and physical skills that will give him a lifetime of healthful returns.

#### **Your son can earn merit badges in one of four ways:**

1. Work on a badge by going to a district merit badge clinic or camp.
2. He can get the name of the adults who have volunteered to teach specific merit badges (Merit Badge Counselors). He will need to work on a merit badge this way with a buddy to meet BSA youth protection requirements.
3. Attend one of the merit badge classes the troop has throughout the year.
4. Go to Summer Camp. This is one of the most efficient ways to earn merit badges.

Parents and friends of the Troop should make themselves available to counsel the Scouts on particular merit badges. Any adult who works with boys on a Merit Badge should be registered

with the Merit Badge Coordinator or Advancement Chair as a **Merit Badge Counselor**. Interested adults will receive instructions on how to counsel a merit badge. Procedures must be followed to track, measure and record progress. Parents cannot sign off on their own son's merit badge or advancement requirements.

Merit Badges are designed to encourage boys to seek information from new people who are experts in their respective fields. In most cases merit badges are not earned in one sitting. They are designed for the boys to explore the subject and many require research into the topic.

BSA Youth Protection applies to meetings with Merit Badge Counselors. A Scout must have a buddy with him at each meeting with a Merit Badge Counselor. A buddy can be a fellow Scout, parent, brother, sister, or other relative or friend. For the protection of everyone there must always be two deep adult supervision at every meeting.

## **THE SIX STEPS IN THE MERIT BADGE PROCEDURE**

1. The Scout reviews the Merit Badge requirements and indicates his interest in a merit badge to the Merit Badge Coordinator. The scout will receive:
  - a. A filled out and signed Merit Badge Application (blue card) that tells your counselor that you have permission to work on this badge.
  - b. The name, address and phone number of the Merit Badge Counselor.

**Do not start a Merit Badge without approval from the  
Merit Badge Coordinator *First!***

2. The Scout reads the latest edition of the specific Merit Badge pamphlet. This may be obtained from the Troop Library or purchased by the Scout himself. (If you have any old merit badge books, which you no longer need, please donate them to the Troop so that other boys may use them). Information regarding merit badge requirements can also be found at [www.meritbadge.org](http://www.meritbadge.org).
3. The Scout contacts the Merit Badge Counselor and makes an appointment. The counselor will set up a time to review the requirements for the badge. The Scout should bring the Merit Badge pamphlet, the blue Merit Badge Application, and any projects the Scout may have started.
4. The Scout and the Merit Badge Counselor will agree on any projects, short and long-term goals with dates of completion. The Counselor will assist the Scout to meet the requirements and certify when he has completed them.
5. Upon successful completion of the Merit Badge requirements, the Counselor completes the application and returns it to the Scout. The Scout will then return the application to the Advancement Chair. The badge will then be recorded on the Scout's Advancement Report and reported to the Council office.
6. The badge will be awarded at the next Court of Honor.

Boy Scouts are always tested individually. Many subjects can be presented to a group of Scouts without defeating the purpose of the Merit Badge plan. Although the presentation of the material may be made to a group, a qualified Counselor must perform any testing for the Merit

Badge on an individual basis.

### **COURT OF HONOR**

**T**he Court of Honor is a formal ceremony held twice a year (spring and fall). At that time all Scouts who have advanced since the last Court of Honor will be recognized before an audience of families, friends, Troop leaders and fellow Scouts. The Court of Honor is a special ceremony, which honors each Scout who has earned advancements, merit badges or other special recognitions.

## Youth Leader Training



All boys must hold leadership positions in the Troop to advance in rank. There are many positions available and it is the boy's responsibility to discuss his desire to be a leader and the position he wants to fill to the Senior Patrol Leader. The Senior Patrol Leader and Patrol Leaders are elected positions. The Senior Patrol Leader, Patrol Leaders and the Scoutmaster decide all other leadership positions. If BSA programs are to be "Scout-led", then youth leaders need to be developed. The Capital Area Council offers two programs for developing leadership capabilities for our boys.

### DEN CHIEF TRAINING

Cub Scouts do not magically become Boy Scouts. They make the transition because they enjoy the program and have established relationships they want to continue. As a Boy Scout, you have the opportunity to work with a Den Leader and his den to provide a quality Cub Scout program and serve as a Boy Scout role model to Cubs. This 1-day training program is designed to train Den Chiefs in their responsibilities, how to work with Cubs, how to work with Den Leaders, and how to create fun and excitement in den meetings.

### NEW YOUTH LEADER TRAINING (NYLT)

Leaders are made, not born. This one-week training program is designed to build leadership and communication skills necessary to lead a quality program in Boy Scouts or Venturing. This is an intense program that leads young men through numerous activities and learning exercises to discover their leadership skills and make them better. To attend this program a Scout must attain the rank of 1<sup>st</sup> Class and have Scoutmaster approval. The troop will cover 50% of the cost of this training.

### JUNIOR LEADER TRAINING

Troop 52 conducts a training session for new leaders before each election cycle. This is a time for the new leadership to work through activities and exercises to build a leadership team. This session is required of any boy taking on a leadership position but all boys are encouraged to attend.

# Fundraising



**I**n order to keep a family's cost of Scouting to a minimum, there will be fundraising projects undertaken by the troop. The proceeds from these fundraising projects goes to providing equipment and outdoor programs for the boys. Troop 52 has established the following policy in regard to fundraising:

The purpose of fundraising is to provide for the needs of the Troop. The Troop is a non-profit organization and therefore should only engage in fundraising to support the needs of the troop.

## Fundraising activities

**Popcorn** – While this is the only official BSA sanctioned fundraising event, we have found that participation from the Troop is minimal. Therefore, we no longer participate in this activity.

**Shred Day** – Instead of Popcorn sales we sponsor 2 free shred days each year usually in April and October. This has become very popular with the Lake Travis community and brings in significantly more money than popcorn sales.

**Other** – Due to the need for equipment to support our current and projected future patrols other fundraising efforts may be necessary. Every fundraising effort should have a stated objective. (e.g., with the funds earned we will purchase additional tables for the patrols). These events are to be reviewed and approved by the fundraising committee for appropriateness. All other fundraising activities are to be supported by the Troop for the good of the Troop; this is called “giving back”.

**Special** – Groups that are participating in a High Adventure activity or Summer Camp may wish to set up special fundraisers to support /defer the cost of the activity. These Special fundraisers are to be organized and conducted by the participants in the High Adventure activity and approved by the fundraising committee in advance. All profits will be split among those that work.

**Scout Bucks** – Scout Buck credits may be given to the boys for participation in a troop fundraising event. The troop committee will determine if a fundraising event will grant Scout Bucks and what percentage will go to the Scouts that participate. Scout Bucks are kept on file, i.e. no money is given directly to the Scouts. Scout Bucks can be used to pay for campouts, summer camp or annual dues. Scouts can also be reimbursed for Scouting equipment purchases by turning in a receipt to the Treasurer.

**Bonus** – If the fundraisers are highly successful and we are able to provide for all the equipment requirements of the boys, the remaining profits, over and above the needs can be used to provide the boys with a fun event or activity discount. The availability of the bonus will be confirmed through the Troop Committee.

**All fundraising ideas must be presented to the fundraising committee for review and approval. The Committee will make a presentation at a Troop Committee Meeting.**

## Frequently Asked Questions

**Ask questions!** If you feel as if you have grabbed a hold of a speeding train, just ask one of the conductors to explain what is going on. The Scoutmaster, Troop Committee Chair, Advancement Chair, Assistant Scoutmasters and Committee Members are here to help. Attending Troop committee meetings and campouts on a regular basis will help you get the most out of the BSA program.



**Can I go camping with the troop?** **Yes.** Please plan on camping regularly. Wear your uniform. The Scouts will need you for boards of review and helping with campout activities and learning exercises. You must complete all the requirements for an adult member including the youth protection programs offered by BSA and the Catholic diocese.

**How much do campouts cost?** Each patrol usually buys and cooks its own food for troop campouts. Camping fees are \$20 for both boys and adults and includes fees and food.

**Can I come to Troop Committee meetings?** **Yes.** It is important that you attend as often as possible. Troop Committee meetings are held on the First Tuesday following the monthly campout, 7:00 pm at Emmaus Catholic Parish unless otherwise announced.

**Can I come to the weekly Troop meetings on Monday?** **Yes!** It is encouraged! We encourage you to go the youth stage area “bat cave” after the opening ceremonies. Upcoming events will be discussed and you can get all your questions answered regarding the Troop’s program.

**Can I help with merit badges?** **Yes.** You must complete all the requirements for an adult member including the youth protection programs offered by BSA and the Catholic diocese. You cannot serve as the merit badge counselor for your son.

**What kinds of merit badges are available?** More than 119 merit badges are available ranging from Architecture, Coin Collecting, Reading, Citizenship in the Nation, Woodworking, to First Aide, Swimming and Emergency Preparedness. A good resource is the booklet “Boy Scout Requirements” (available at the scout shop) which includes all merit badge requirements, rank requirements, and special awards. Merit badge requirements can also be accessed at <http://www.meritbadge.com/>.

**What Troop positions can I hold?** All registered Scouter are automatically voting members of the Troop Committee. You may be asked to serve as a Patrol Scouter, merit badge counselor or serve on one of the many subcommittees. After you complete Scout Leader Fundamental training you may be asked to serve as an assistant Scoutmaster. **YOU WON’T BE WITHOUT A JOB FOR LONG** and we invite you to get as involved as you can.

**What are Totin’ Chip and the Firem’n Chit?** Your son must earn the Totin’ Chip before he can carry a pocketknife or use a bow saw at any Boy Scout activity. The Firem’n Chit must be earned to start a fire or use any stove or lantern. Both of these are earned by attending classes presented by the Troop several times per year.

***Should my son go to the district merit badge clinics and camps?*** Absolutely. They are a fun way to meet Scouts from other troops and earn merit badges.

***How does my son get a merit badge counselor?*** Talk with the Merit Badge Coordinator who will be able to help get him started.

***Is summer camp important?*** Yes, especially for the first-year Scouts. Attending summer camp will help your son get to know others in the Troop. He will begin to learn to work together with other Scouts as a patrol. He will complete many of the requirements for his first rank advancements and earn merit badges. It's not a requirement but he should plan on attending.

***What is all this alphabet soup?***

**JLT** – Junior Leader Training

**SPL** – Senior Patrol Leader

**ASPL** – Assistant Senior patrol leader

**PLC** – Patrol Leaders Council

**OA** – Order of the Arrow.

**NLE** – New Leader Essentials (Adult training)

**JASM** – Junior Assistant Scoutmaster

***Is this family camping?*** **Not generally.** Many of our camping adventures require backpacking and are not open to non-registered siblings or adults. The Troop sponsors family type events where the entire family is encouraged to attend and adult only retreats from time to time.

***What is the Troop Website?***

[lakeway52.mytroop.us](http://lakeway52.mytroop.us)

***Does my son really need to wear boots at campouts?*** **Yes.** We realize keeping a growing set of feet in boots can be difficult but we walk places where the rocks and plants you walk on will go through a pair of tennis shoes. Ask for advice on decent, inexpensive boots. Tennis shoes are generally all right but open toe shoes like sandals cannot be worn to campouts, activities or meetings.

***Where can I go online to get good deals on camping and backpacking equipment?*** Check out some of the following sites. This is just a small sampling and we would appreciate any sites you think we should add to the list.

<http://www.bcstore.com>

<http://www.outdooroutlet.com>

<http://www.iomashop.com>

<http://www.northernmountain.com>

<http://www.rei.com>

<http://www.campmor.com>

<http://www.sierratradingpost.com>

A source for reasonably priced used equipment:

<http://users.scronline.com/troop77/equipmenttrader.htm>

If you have questions that are not answered by this Guidebook please direct them as follows:

Uniform Standards.....	Senior Patrol Leader
Youth Training.....	Scoutmaster or Youth Training Coordinator
Campout Information .....	Outdoor/Activity Coordinator
Advancement Information.....	Advancement Coordinator
Merit Badge Counseling.....	Merit Badge Coordinator
Transportation .....	Transportation Coordinator
New Members .....	Troop Registrar
Assistance to the Troop .....	Committee Chair
Summer Camp Info .....	Summer Camp Coordinator
Adult Training.....	Adult Training Coordinator
Adult and Youth Dues; Scout Bucks .....	Treasurer, Registrar
Questions and problems concerning the boys.....	Scoutmaster
Questions and problems concerning the adults .....	Committee Chair or Chartering Org. Rep



