



# Troop 35

Bolingbrook, IL



## Parent's Guide



Waapi Lenaswa District  
Rainbow Council, Morris, IL

## INTRODUCTION

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Welcome to the Boy Scouts of America! By becoming a parent of a Boy Scout, you are setting your son out on the grand adventure of Scouting. This is a tremendously important and rewarding endeavor that you will be able to share with him. The following pages briefly describe the organization and policies of Troop 35 that each Scout, Leader and Parent are required to follow. Reading this will help you understand how your boy can progress through the ranks with your help. The Scouts, Leaders and Parents of Troop 35 must adhere to these policies and procedures and the rules and regulations of the Boy Scouts of America in order to accomplish the purpose and principles of its program; to provide for growth of moral strength and character, teach citizenship, and enhance the development of physical, mental and emotional fitness.

Since 1910, these principles have been taught in an atmosphere of recreation and fun, which allows young people to develop self-confidence, leadership and moral character. More and more men, trained as Scouts, are taking their places in today's world as responsible adult leaders.

Unlike Cub Scouting, with which you may be familiar, Boy Scouting is a youth-lead organization. The boys learn how to organize and lead the Troop.

## MISSION POLICY

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It is the mission of the Boy Scouts of America to serve others by helping to instill values in young people, and in other ways to prepare them to make ethical choices over their lifetime in achieving their full potential. The values we strive to instill are based on those found in the Boy Scout Oath and Law.

## SCOUT OATH

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

## SCOUT LAW

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

## ORGANIZATION

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Troop 35 is a participating member of Waapi Lenaswa District of Rainbow Council, Boy Scouts of America. The Troop's organization consists of a Chartered Organization, a Troop Committee, the Troop, and the Troop Parents.

## CHARTERED ORGANIZATION (Sponsor)

The Chartering Organization for Troop 35 is the First United Methodist Church.

A Chartered Organization Representative acts as a liaison between the church and the troop.

## TROOP COMMITTEE

The general responsibilities of the Troop Committee are as follows:

- Provide and support competent adult leadership for the Troop
- Help with the acquisition and maintenance of Troop equipment
- Assist with Troop finances and records
- Support the advancement program of the Troop
- Help the Troop recruit new boys
- Support the outdoor program
- Keep Scouts and parents informed

The Troop Committee consists of a minimum of three (3) members, the Committee Chairman, the Secretary, and the Treasurer. Other committee responsibilities include Advancement, Outdoor Programs, Camping, Publicity, Equipment, Transportation and Fund-raising to name a few. All parents are encouraged to assist on the Troop Committee and are expected to help as needed. The more people who help, the fewer burdens on everyone, and the more fun for everyone too!

A simple majority of the active adult Scouters shall constitute a quorum. A two-thirds majority of the active adult Scouters are needed to approve or amend the policies and procedures of the Troop. An active adult Scouter is a registered Scouter that participates in at least 50% of the Troop meetings and activities.

The Committee has determined that the Scoutmaster and the Assistant Scoutmasters will carry full voting privileges.

The Committee meets monthly, currently the first Tuesday of each month. The meeting is open to all Leaders and interested parents are encouraged to attend.

It has been determined by the Troop Committee that all Troop 35 Scouts have at least one parent or legal guardian signed up with the Troop. The adult registration fee is currently \$15. This annual fee includes a subscription to Scouting magazine.

## THE TROOP

*Troop Meetings* - Troop 35 holds weekly meetings throughout the year.

Meetings currently are held at Friendship United Methodist Church every Wednesday from 7:15 p.m. to 8:30 p.m. Changes to the meeting schedule will be announced as early as possible to allow for proper planning. Meetings are planned by the Patrol Leader Council and run by the Senior Patrol Leader and/or the Assistant Senior Patrol Leaders.

*Adult Leadership* - A minimum of two registered adult leaders, or one adult leader and a Scout parent, both of whom must be at least 21 years of age, are required for all Troop 35 meetings, trips or outings.

*Patrols and Patrol Leaders* - The Troop is run by the Patrol Leader Council, with the Senior Patrol Leader as head and the Scoutmaster and his Assistants being advisors to insure that everything is functioning according to B.S.A. and Troop Policy. The following are the requirements for each leadership position. These requirements are to serve as a guide and may be altered by the Scoutmaster and the Troop Committee to meet the needs of the Troop.

#### Senior Patrol Leader (SPL)

A Scout must be at least 1<sup>st</sup> Class rank, 14 years old and approved by the Scoutmaster. This is a Troop elected position. His responsibilities are:

- Preside over all Troop meetings, events and activities
- Chairman of the Patrol Leader Council (PLC)
- Select Scouts for all appointed positions of responsibility
- Assign duties and responsibilities to his Troop leadership

#### Asst. Senior Patrol Leader (ASPL)

A Scout must be at least 1<sup>st</sup> Class rank, 13 years old and approved by the Scoutmaster. This is a Troop elected position.

There may be up to two (2) positions.

Their responsibilities are:

- Help with leading meetings, events and activities
- Assume responsibilities of the SPL in his absence
- Perform duties as assigned by the SPL
- Train and guide Patrol Leaders

#### Patrol Leader (PL)

A Scout must be at least 2<sup>nd</sup> Class rank and be approved by the Scoutmaster. This is a Patrol elected position.

His responsibilities are:

- Plan and lead patrol meetings and activities
- Keep patrol members informed
- Instruct patrol members in scouting skills
- Participate in Patrol Leader Council
- Participate in National Youth Leadership Training (NYLT)

#### Asst. Patrol Leader (APL)

A Scout must be at least Tenderfoot Class rank and be approved by the Scoutmaster. The PL and Scoutmaster appoint this position.

His responsibilities are:

- Lead patrol meetings in the absence of the PL
- Help with patrol business

### Scribe

Any Scout is eligible for this position. The SPL and Scoutmaster appoint him.

His responsibilities are:

- Keep minutes of the Patrol Leader Council meetings
- Collect duties and record Scout attendance

### Historian

Any Scout is eligible for this position. The SPL and Scoutmaster appoint him.

His responsibilities are:

- Gather pictures and facts about Troop events and activities
- Maintain Troop Scrapbook or Web Photo Album

### Quartermaster

Any Scout is eligible for this position. The SPL and Scoutmaster appoint him.

His responsibilities are:

- Check equipment in and out for event and activities
- Keep records of Troop equipment
- Keep equipment in good repair
- Suggest new or replacement equipment to the SPL and Troop Committee

### Librarian

Any Scout is eligible for this position. The SPL and Scoutmaster appoint him.

His responsibilities are:

- Keep records on literature owned by the Troop
- Maintain system to check literature in or out
- Advise SPL and Scoutmaster of needed items

Elections for all positions are held at least once a year in October, taking office November 1.

## TROOP PARENTS

The role of the parents within Troop 35 is to be supportive of the Troop's efforts and provide the atmosphere Scouts need to learn and excel. This means parents should be:

1. Actively follow their Scout's progress (or lack thereof) and offer encouragement and a push when needed.
2. Show support to both their Scout and the Troop by attending all Troop Courts of Honor.
3. Read and discuss the Parent Guide at the front of their Scout's handbook with their son: "How to Protect Your Child from Child Abuse and Drug Abuse: A Parents Guide."
4. Assist, whenever possible, in all Troop fund-raisers, camp-outs and other activities.
5. Be aware of the Troop program and events planned.

Parents are welcome at all Troop meetings, Committee meetings, and any other Troop activities, including camp outs.

# ADVANCEMENT

Advancement is the process by which Scouts progress through the ranks in the Scouting program by the gradual mastery of Scouting skills. Ranks are simply a means to an end, not an end in themselves.

Everything Scouts do to advance and earn these ranks, from the day they join until the day they leave the program, are designed to help boys have an exciting and meaningful experience.

The Boy Scout advancement program provides a ladder of skills that a Scout climbs at his own pace. As he acquires these skills he moves up through the ranks of Tenderfoot, Second Class, First Class, Star, Life, and finally Eagle. The higher he climbs the more challenging the tasks.

## BADGES OF RANK

Rank badges are earned by completing the requirements for each rank as listed in the *Boy Scout Handbook*. These are awarded as soon as possible upon completion of the requirements. A Scout is further recognized at the next Court of Honor, where he is presented a "Certificate of Rank" card. All ranks, except "Scout" rank, require a Board of Review. Boards of Review require a minimum of three (3) adult leaders. Eagle Boards of Review are arranged by the Scoutmaster and the District Advancement Chairman and follow current B.S.A. regulations.

The following persons can sign off rank advancement requirements for Tenderfoot, 2<sup>nd</sup> Class and 1<sup>st</sup> Class (using a pencil):

- Patrol Leader providing he is of higher rank
- Senior Patrol Leader or one of his Assistants
- Troop Instructor

If one of the above sign off in a scout's book, that scout must also have the requirement(s) officially signed off by the Scoutmaster, one of his Assistants or the Advancement Chair.

Note: Parents are not allowed to sign off any requirements for their own son. Even if the parent is a registered Leader or Merit Badge Counselor it is encouraged that the Scout has his requirements or Merit Badges signed by another Leader.

## BOARD OF REVIEW

When a Scout has completed all the requirements for a rank, he appears before a board. The purpose of the board is not a re-examination of his learned skills; but to determine the Scout's attitude and acceptance of Scouting ideals, to ensure that the requirements have been met for advancement, to discuss the Scout's experiences in the Troop and the Troop's program, and to encourage him to keep working towards his next advancement.

## MERIT BADGES

Merit Badges are needed to complete the requirements for the higher ranks of Scouting: Star, Life and Eagle. It is the responsibility of each Scout to decide which Merit Badges he wishes to work on, receive approval and Merit Badge Card from the Scoutmaster or representative, and to contact an approved Merit Badge Counselor from the Council list. The Scout is expected to purchase the Merit Badge Book unless one is available from the Troop Library. All borrowed material must be returned in good condition or be replaced at the Scout's expense. A Scout needs 21 merit badges to obtain the rank of Eagle. All parents of Troop 35 are encouraged to become Merit Badge Counselors.

Recognition for all completed Merit Badges will be given at the next Court of Honor, where the badge will also be awarded.

## COURTS OF HONOR

Courts of Honor are family events where each Scout is recognized for his advancements in the Troop, Merit Badges earned and any other recognition award. The Troop will have a minimum of two (2) Courts of Honor each year.

## EAGLE COURT OF HONOR

This is a special Court of Honor held solely for the Eagle candidate. It is held upon completion of all requirements for the rank of eagle and the approval from the Boy Scout National Council. The Troop will furnish the "Eagle Kit" which contains the Eagle rank pins, badge and medal, rank patch, parent pins, neckerchief, slide and mailings for congratulatory letters.

# **YOUTH PROTECTION**

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Because of the significance of this social problem, the Boy Scouts of America has declared child abuse as one of the "unacceptables" to receive special attention by those involved in the Scouting program.

Troop 35 is committed to following all guidelines of the Youth Protection Program. Any suspected offenses must be reported to the Committee Chairman and Scoutmaster. All reports will be taken seriously and appropriate action will be taken to ensure the safety of the Scout.

The Boy Scouts of America has developed materials for use in the Scouting program that provide essential information to members and their families. A detachable booklet in the front of your Scout's handbook, "How to Protect Your Child from Child Abuse and Drug Abuse: A Parents Guide," provides information to help families increase self-protection skills.

***This detachable booklet is required reading for parents and their Scouts to meet the joining requirements into the Boy Scouts of America.***

# ADMINISTRATION

## JOINING FEES

There is a \$60.00 fee due at the time of your Scout's initial registration. This fee covers:

- Registration with BSA
- Subscription to Boy's Life Magazine
- Insurance with the Troop
- Troop neckerchief
- Neckerchief slide
- Boy Scout handbook
- Troop numerals
- Green shoulder loops
- Patrol patch
- Scout badge

This fee also helps to cover all rank patches, position of responsibility patches, awards and patrol patches a Scout will incur while in the Troop.

## ANNUAL FEES AND DUES

Your Scout's annual fee, insurance, and Boy's Life subscription fee will be paid by the Troop from his weekly dues of \$0.50 (fifty cents). Each Scout is responsible for paying dues at every Troop meeting whether he attends or not. No dues will be collected on days the Troop does not meet or on Courts of Honor. The Scribe at each Troop meeting will collect dues. A Scout will not be allowed to go on Troop outings (hikes, camp outs, summer camp, etc.) unless his dues are current.

The Scribe at Troop meetings will personally inform scouts if they are in arrears on their dues. If a Scout falls four weeks behind in his dues, for whatever reason (sports, band, other outside interests) the Scribe will contact that Scout and inform him of the amount due. When a Scout falls eight (8) weeks behind in his dues, the Scribe will notify the Troop Treasurer, who will in turn notify the parents of the situation.

## CAMPING & OUTING FEES

All costs associated with a troop outing or event (transportation, registration, camping fees, patches) are the responsibility of each Scout. All fees are due the day designated on the permission slip for that event. Any Scout who agrees to attend an activity by the designated date is responsible for all monies incurred on his behalf whether he goes or not. For example, food purchased for camping trips and preregistration costs for scheduled events.

## LEADER & COMMITTEE MEMBER FEES

All adult leaders are expected to pay their own registration fees, currently \$15. This annual fee includes the BSA registration, a subscription to *Scouting* magazine, and helps to offset the cost of insurance. All registered members of Troop 35 are insured annually through Health Special Risk, Inc.

## UNIFORM COSTS

Each Scout and Leader is responsible for all expenses related to the purchase and upkeep of his uniform in accordance with B.S.A. and Troop requirements.

## BANK FEES

Bank charges incurred by the Troop because a personal check was returned for any reason will be passed onto the party responsible. This may include a bank “search” fee.

## FUND-RAISERS

Fund-raisers are designed to provide general operation revenues for the Troop and Scouts. Participation in a fund-raiser activity is a growth experience for each Scout, providing an opportunity to learn more about himself and develop improved social skills.

Troop 35 participates in the Council approved sale of popcorn in the Fall. Each Scout who participates in this fund-raiser earns a portion of the profit (currently 38%) for his individual Scout account. In the spring, the boys sell candy bars with 50% of their sales going into their accounts. Other fund-raising opportunities may occur throughout the year for the scouts.

The Troop also rents a booth at the Bolingbrook Village Picnic held annually in June. The adults volunteer their time to set up, tear down, and make funnel cakes, while the boys add powdered sugar and sell them. The money raised from this event goes into the Troop general operating funds. Other fund-raising opportunities may occur throughout the year for the troop.

All scouts are expected to participate in fund-raising activities. Parents are also encouraged to participate in fund-raisers. This is an opportunity for parents to show support to their son and his Troop.

## SCOUT ACCOUNTS

The Troop Treasurer maintains an account for each Scout in the Troop. The Scout can add monies to this account at any time for future use.

Funds from a Scout’s account may be used for Troop activities, uniform needs, dues, Summer Camp or High Adventure trips. Any other use of account funds must be submitted to the Troop Committee in writing and be approved prior to its use. Account monies are to be used for scouting or scout related items: tent, camping gear, sleeping bag, etc..

Funds may be left in a Scout’s account (interest free) to save for some future scouting event or need. If a Scout transfers to another Troop, the balance of his account, minus any owed fees or dues, will be transferred to the new Troop. Any Scout, who is placed on “inactive” status, as described under ATTENDANCE, forfeits his accrued monies and those monies are transferred to the Troop general operating funds.

The Troop Committee on an individual basis will resolve any discrepancies or exceptions to this policy.

## FRIENDS OF SCOUTING

FOS (Friends of Scouting) is a financial campaign to help support Council level activities. Some of the services provided include camping facilities, administrative office support, training, program equipment etc. Troop 35 supports the FOS program and will solicit contributions at the Troop's annual Red & Green Dinner. Specific details of the program are available upon request and are distributed annually during the campaign. When parental donations have met the goals of the FOS program the troop earns free advancements and discounts for the year.

## ATTENDANCE

Regular attendance at Troop functions is a vital element in a boy's Scouting development, and is seen as part of a boy's *Scouting Spirit*. Regular attendance develops responsibility and provides maximum opportunity for learning and advancement in the ideals of Scouting and good citizenship.

If a Scout is going to be absent, it is his responsibility to notify his Patrol Leader. The Patrol Leader will in turn notify the Scribe. Notification is required prior to a meeting or activity, except in an emergency.

The Troop will wait no longer than 15 minutes beyond the announced departure time for any event or activity. If a Scout knows he is going to be late, for whatever reason, he needs to contact the appropriate leadership prior to the event so transportation will be made available to him.

Should a Scout become inactive for a period of time, and desires to become active, it will be necessary for him to bring his accounts up to date. Arrangements can be made through the Scoutmaster and the Troop Treasurer.

## ROUNDTABLE

Roundtable is a Council wide meeting currently held the second Thursday of each month at various churches. This meeting is a great opportunity to network with fellow scouts and stay on top of council events.

## **UNIFORM**

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There is one way in which all Scouts are alike. Whenever a Scout sees another person in a Scout uniform he knows he is like that person because both have committed themselves to the principles of the Scout Oath and Law. By wearing the uniform, Scouts give each other strength and support. All Scouts and Leaders are required to have a proper uniform within three (3) months of joining Troop 35. The uniform is to be worn at all Scouting activities.

*(continued on next page)*

## DRESS OR “CLASS A” UNIFORM

- Official B.S.A. shirt (long or short sleeve)
- Appropriate patches (flag, Council, Troop numerals, patrol, rank, position)
- Troop 35 neckerchief
- Neckerchief slide
- Socks (If wearing B.S.A. shorts, than official B.S.A. socks are required.)
- Official B.S.A. pants or shorts are suggested but jeans in good condition with no holes or tears are acceptable
- Footwear to meet the needs of the event
- Merit badge sash (formal occasions: Court of Honor, parades, etc.)
- Handbook

## SUMMER OR “CLASS B” UNIFORM

- Shorts or jeans in good condition with no holes or tears are acceptable
- Scout T-shirt (B.S.A. or camp T-shirt or plain white T-shirt)
- Footwear to meet the needs of the event
- Socks (If wearing B.S.A. shorts, than official B.S.A. socks are required.)
- Handbook

NOTE: The wearing of camouflage clothing is not acceptable at any time. Sweat pants are not acceptable as uniform pants. They are permitted to sleep in or to sit around your patrol campsite in the evening.

The Troop will conduct at least two (2) uniform inspections during the year. Additional inspections can be held at the discretion of the Scoutmaster.

Adult Leaders are expected to be in proper uniform. The wearing of an official Boy Scout Leader uniform helps set the tone for the Troop and provides an example to be followed by the Scouts.

A copy of the Boy Scout Handbook is considered part of the uniform in Troop 35. It is needed by the Scout throughout his entire Scouting experience. Each Scout should bring his handbook to every Patrol and Troop meeting and camp outs.

## **OUTDOOR PROGRAM**

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The place where Scouting works the best is also the place where boys want to be the most, the outdoors. Many Scout skills can only be learned in the outdoors. Troop 35 has an active outdoor program, which includes weekend camp outs, annual long-term (1-week) summer camp, day hikes, and other outdoor activities.

### SCOUT GEAR

The following items are required by the Scouts on all camp outs:

- Plate and bowl
- Cup
- Silverware (fork, spoon and knife)

Additional items as needed based on the event:

(Boy Scout Handbook pages 224-225 - Scout Outdoor Essentials)

Pocketknife	Sleeping pad	<u>Personal extras</u> (optional)
First aid kit	Eating kit	Watch
Extra clothing	Spoon	Camera and film
Rain gear	Plate	Notebook
Water bottle	Bowl	Pencil or pen
Flashlight	Cup	Sunglasses
Trail food	Cleanup kit	Swimsuit
Matches and fire starter	Soap	Gloves
Sun protection	Toothbrush	
Map and compass	Toothpaste	
Clothing for the season	Dental floss	
Backpack	Comb	
Rain cover for backpack	Washcloth	
Sleeping bag	Towel	

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## TROOP GEAR

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The Troop will provide the following items depending on the outing:

- Tent
- Ground cloth
- Patrol dining fly
- Patrol chow box
- Cooking gear (pots, utensils, etc.)
- Stove (patrol or backpacker)
- Fuel for stove
- Lantern

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## PERMISSION SLIPS

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Prior to an outing or activity a permission slip will be distributed to the Troop. These slips will contain information such as:

- Event
- Date
- Departure place and time
- Returning place and time
- Fees
- Notification and final sign-up dates
- What to bring (example: sack lunch for day trip)
- Section to be signed by parent and returned

As stated earlier, those Scouts that commit to an event are responsible for all fees that are incurred on their behalf. Also those Scouts that have not committed by the designated date, found on the permission slip, may not be permitted to participate in that event.

## AND FINALLY...

You are joining a great organization that includes tens of thousands of adult leaders, interested parents, and the B.S.A. professional staff. Scouting is much more than enjoying the outdoors. The Troop teaches leadership as well as life skills. Scouting also shows the boys how they can keep themselves strong and healthy and make the most of school. With hard work and dedication; your son will be able to serve as a leader of the Troop and advance in rank along the trail to Eagle.

The success of a Troop doesn't happen by accident. As boys join a troop they are given more responsibility and the role of parents changes also. The troop is adult guided - boy led. So parental involvement is crucial to the success of the troop and retention of boys - especially during the high school years.

It's best to evaluate what you enjoy doing, then apply that to a role in the troop. Don't limit yourself to the current positions. Most troops just scratch the surface when it comes to positions held by parents. Many times, the reason a certain position or role doesn't exist is because no parent stepped up to fill it. If you feel you could help out in a certain area, present your ideas to the committee. If you don't know how to get involved, ask the committee members for ideas, then ask yourself,

*"How can I help to make this troop better?"*

and many times you'll find that this is where new ideas and growth begin.

We encourage you to take an active role in your son's growth and development as he begins his journey in Boy Scouts. It's been said that the more time and commitment you put into something, the more rewards you will get out of it. This is so true of Boy Scouts and it applies to both parents and sons.

*Remember, Scouting is a journey:*

*don't send your son on it alone!*

Here are just a few positions where your assistance is greatly appreciated:

- Merit Badge Counselors
- Public Relations coordinator
- Chartered Organization Representative
- Activities Coordinator: gathers info. for events and creates flyers
- Outdoor Coordinator: secures tour permits, permission to use camp sites
- Membership Chair: Ensures a smooth transition for new scouts/parents

BOY SCOUTS OF AMERICA  
100 YEARS OF SCOUTING



CELEBRATING THE ADVENTURE  
CONTINUING THE JOURNEY



Visit the website at [www.troop35bolingbrook.org](http://www.troop35bolingbrook.org)

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