

**BOY SCOUT TROOP 305
ABRAHAM LINCOLN COUNCIL
LINCOLN HOME DISTRICT**

**SCOUT AND FAMILY GUIDEBOOK
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TROOP 305 SCOUT & FAMILY GUIDEBOOK

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Section I VISION STATEMENT

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

The Boy Scouts of America will prepare every eligible youth in America to become a responsible, participating citizen and leader who is guided by the Scout Oath and Law.

In the future Troop 305 will continue to:

- Offer young people responsible fun and adventure;
- Instill in young people lifetime values and develop in them ethical character as expressed in the Scout Oath and Law;
- Train young people in citizenship, service, and leadership; and
- Serve our communities and families with its quality, values-based program.

Section II MISSION STATEMENT

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

SCOUT OATH



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.

On my honor...

I PROMISE. By giving your word, you are promising to make every effort to live by the high ideals of the Scout Oath. Your success is a measure of your honor. As a Scout, you must hold your honor sacred.

...I will do my best...

I WILL ALWAYS GIVE 100 PERCENT. You have many talents, skills, and interests. Do your best with them, and use them for good purposes. Don't be satisfied with less than your best effort even when less is required of you. Measure your achievements against your own high standards, not against the performance of others. As a Scout and throughout your life, you will have opportunities to learn and to help many people. You will also be faced with challenges that may severely test you. Use your abilities to do your very best. That is what Scouting requires.

...To do my duty to God...

Your Family and religious leaders teach you to know and love God and the ways in which God can be served. As a Scout, you do your duty to God by following the wisdom of those teachings in your daily life, and by respecting the rights of others to have their own religious beliefs.

...and my country...

As you study our country's history, you learn about the men and women who toiled to make America great -- most contributed in quiet ways. Others sacrificed their lives for our country. All of them did their part to build the nation we have today. Help keep the United States strong by obeying its laws. Learn about our system of government and your role as a citizen and future voter. Do all you can to help your family and neighbors live happy, productive lives. The land itself is an important part of our national heritage. Work for the conservation of our natural resources. Teach others respect for the land. Your efforts really will make a difference.

... and to obey the Scout Law;...

The twelve points of the Scout Law are the rules of Scouting. They are also rules you can apply to your whole life. The scout Law sets forth ideals to live up to. By using the Scout Law as a guide, you will know you are always doing your best. Others will respect you for the way you live. More importantly, you will respect yourself.

... To help other people at all times;...

There are many people who need you. Your young shoulders can help them carry their burdens. A cheerful smile and a helpful hand will make life easier for many who need assistance. By helping whenever aid is needed and by doing a Good Turn Daily, you prove yourself a Scout. You are doing your part to make this a better world.

... To keep myself physically strong, ...

Take care of your body. Protect it and develop it so that it will serve you well for an entire lifetime -- that means eating nutritious foods and being active to build strength and endurance. It also means avoiding drugs, alcohol, tobacco, and any other practices that can destroy your health.

... mentally awake,...

Develop your mind. Strive to increase your knowledge and make the greatest use of your abilities. Be curious about the world around you. Learn all you can both in class and beyond school. With an open attitude and the willingness to ask questions, you will get the most out of your life.

... and morally straight.

To be a person of strong character, guide your life with honesty, purity, and justice. Respect and defend the rights of all people. Your relationships with others should be honest and open. Be clean in your speech and actions, and faithful in your religious beliefs. The values you follow as a Scout will help you become virtuous and self-reliant.

SCOUT LAW

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

A Scout is TRUSTWORTHY

A scout tells the truth. He keeps his promises. Honesty is a part of his Code of Conduct. People can always depend on him.

A Scout is LOYAL

A Scout is true to his family, friends, scout leaders, school, nation and world community.

A Scout is HELPFUL

A Scout is concerned about other people. He willingly volunteers to help others without expecting payment or reward.

A Scout is FRIENDLY

A Scout is a friend to all. He is a brother to other Scouts and all the people of the world. He seeks to understand others. He respects those with ideas and customs that are different from his own.

A Scout is COURTEOUS

A Scout is polite to everyone regardless of age or position. He knows that good manners make it easier for people to get along together.

A Scout is KIND

A Scout understands there is strength in being gentle. He treats others as he wants to be treated. Without good reason, he does not harm or kill any living thing.

A Scout is OBEDIENT

A Scout follows the rules of his family, school, religion, and troop. He obeys the laws of his community and country. If he thinks these rules and laws are unfair, he tries to have them changed in an orderly manner rather than disobey them.

A Scout is CHEERFUL

A Scout looks for the bright side of life. He cheerfully does tasks that come his way. He tries to make others happy.

A Scout is THRIFTY

A Scout works to pay his way and to help others. He saves for the future. He protects and conserves natural resources. He carefully uses time and property.

A Scout is BRAVE

A Scout can face danger even if he is afraid. He has the courage to stand for what he thinks is right even if others laugh at him or threaten him.

A Scout is CLEAN

A scout keeps his body and mind fit and clean. He chooses the company of those who live by these same ideals. He helps keep his home and community clean.

A Scout is REVERENT

A Scout is reverent toward God. He is faithful in his religious duties. He respects the beliefs of others.

Section III TROOP ORGANIZATION

A. Adult Leadership

1. Chartered Organization



Troop 305 is chartered by the Pleasant Plains United Methodist Church, Pastor John Ray. The Troop received its original charter in May, 2004.

2. Chartered Organization Representative



The chartered organization representative is the direct contact between the Troop and the chartered organization. This individual is also the organization's contact with the district committee and the local council.

3. Council and District

Troop 305 is in the Abraham Lincoln Council. We are in the Lincoln Home District of the Council. The Council and the District offices, as well as the Scout Store, are located at 5231 South Sixth Street Road, Springfield, IL 62703. The phone number is 217-529-2727. The Council can be found on the Internet at <http://www.alincolnbsa.org/>. Uniforms and accessories, supplies, merit badge books, and handbooks are available at the Trading Post located at the Council Office.

4. Troop Committee



The Troop Committee is the Troop's board of directors and supports the troop program. They generally meet the second Tuesday of each month, unless otherwise advised. Parents of Scouts are welcome to attend Committee Meetings and are encouraged to join the Troop Committee.

The Troop Committee consists of the following members:

Committee Chair	Advancement Officer
Treasurer	Committee Members
Secretary	Scoutmaster
Membership/Recruitment Chair	Assistant Scoutmasters
Activities Chair	Advisor to Quartermaster
Fundraising Chair	

The Committee does the following:

- ❖ Ensures that the Troop has trained and capable leadership in the Scoutmaster and Assistant Scoutmaster positions.
- ❖ Provides adequate meeting facilities.
- ❖ Advises the Scoutmaster on policies relating to Boy Scouting and the chartered organization.
- ❖ Supports leaders in carrying out the program.
- ❖ Is responsible for finances, adequate funds, and disbursements in line with the approved programs.
- ❖ Obtains, maintains, and properly cares for troop property.
- ❖ Ensures the troop has an outdoor program (minimum 10 days and nights per year).
- ❖ Serves on boards of review and courts of honor.
- ❖ Supports the Scoutmaster in working with individual boys and problems that may affect the overall troop program.
- ❖ Provides for the special needs and assistance some boys may require.
- ❖ Helps with the Friends of Scouting campaign.
- ❖ Assists the Scoutmaster with handling boy behavioral problems.

5. Troop Scoutmaster



The Scoutmaster is appointed by the Committee, and is the adult leader responsible for the image and program of the troop. He and his assistant Scoutmasters work directly with the Scouts. The importance of his job is reflected in the fact that the quality of guidance will affect every youth and adult involved in the troop.

6. Assistant Scoutmasters



Assistant Scoutmasters are at least 18 years old and are recruited by the Scoutmaster with the approval of the Troop Committee. Each assistant Scoutmaster is assigned specific program duties. They also provide the required two-deep leadership standards set by the Boy Scouts of America.

A listing of addresses, phone numbers and e-mails for adult leadership is attached as Appendix A.

B. Troop Youth Organization

2. Junior Assistant Scoutmaster



The Junior Assistant Scoutmaster serves in the capacity of an Assistant Scoutmaster except where legal age and maturity are required. He must be at least 16 years old and not yet 18. He's appointed by the Scoutmaster and approved by the Committee because of his leadership ability.

Junior Assistant Scoutmaster duties:

1. Supervises and helps Troop Scribe, Librarian, Quartermaster, Historian, Chaplain Aide and Instructors.
2. Work with Cub and Webelos Den Chiefs.
3. Must be an Eagle Scout.
4. Must be between 16 and 18 years of age.
5. Assists the Scoutmaster to insure a meaningful program
6. Sets a good example.
7. Enthusiastically wears the Scout uniform correctly.
8. Lives by the Scout Oath and Law.
9. Shows Scout Spirit.

3. Senior Patrol Leader



The Senior Patrol Leader is elected by the Scouts to represent them as the top junior leader in the troop. The Senior Patrol Leader is the focal point of the troop. He needs to attend as close to all troop functions as possible.

Senior Patrol Leader duties:

1. Runs all the troop meetings, events, activities and the annual program planning conference.
2. Runs the Patrol Leader's Council meeting.
3. Assign duties and responsibilities to Junior Leaders.
4. Assists the Scoutmaster with Junior Leader training.
5. Attends Eagle Scout District Board of Reviews, when a fellow scout is involved, to provide support.
6. Sets a good example.
7. Enthusiastically wears the Scout uniform correctly.
8. Lives by the Scout Oath and Law.
9. Shows Scout spirit.

4. Assistant Senior Patrol Leader



The Assistant Senior Patrol Leader is the second highest ranking junior leader in the Troop. He is elected by the scouts. The Assistant Senior Patrol Leader acts as the Senior Patrol Leader in the absence of the Senior Patrol

Leader or when called upon. He also provides leadership to other junior leaders in the Troop.

Assistant Senior Patrol Leader duties:

1. Helps the Senior Patrol Leader lead meetings and activities.
2. Runs the troop in the absence of the Senior Patrol Leader.
3. Helps train and supervise the troop Scribe, Quartermaster, Instructors, Librarian, Historian and Chaplain Aide.
4. Serves as a member of the Patrol Leaders' Council.
5. Attends Eagle Scout District Board of Reviews, when a fellow scout is involved, to provide support.
6. Sets a good example
7. Enthusiastically wears the Scout uniform correctly
8. Lives by the Scout Oath and Law
9. Shows Scout spirit.

5. Troop Guide



The troop guide works with new Scouts. He helps them feel comfortable and earn their First Class rank in their first year.

Troop Guide duties:

1. Introduces new Scouts to troop operations.
2. Guides new Scouts through early Scouting activities.
3. Shields new Scouts from harassment by older Scouts.
4. Helps new Scouts earn First Class rank in their first year.
5. Teaches basic Scout skills.
6. Coaches the Patrol Leader of the new Scout patrol on his duties.
7. Works with the Patrol Leader at Patrol Leaders' Council meetings.
8. Attends Patrol Leaders' Council meetings with the Patrol Leader of the new Scout patrol.
9. Lives by the Scout Oath and Law.
10. Shows Scout Spirit.



6. Instructor

The Instructor will work closely with both the Troop Guide and with the Assistant Scoutmaster

for new Scouts. The Instructor does not have to be an expert but should be able to teach the Scoutcraft skills needed for Tenderfoot, Second Class, and First Class ranks.

Instructor duties:

1. Instructs Scouting skills as needed within the troop or patrols.
2. Attends at least 2/3 of each event type during his service period.
3. Prepares well in advance for each teaching assignment.
4. Sets a good example.
5. Enthusiastically wears the Scout uniform correctly.
6. Lives by the Scout Oath and Law.
7. Shows Scout spirit.

7. Troop Quartermaster



The Quartermaster keeps track of troop equipment and sees that it is in good working order.

Quartermaster duties:

1. Keeps records on patrol and troop equipment.
2. Makes sure equipment is in good working condition.
3. Issues equipment and makes sure it's returned in good condition.
4. Makes suggestions for new or replacement items.
5. Works with the troop committee member responsible for equipment.
6. Sets a good example.
7. Enthusiastically wears the Scout uniform correctly.
8. Lives by the Scout Oath and Law.
9. Shows Scout spirit.

8. Bugler



The Troop Bugler is responsible for playing the various bugle calls as needed on campouts and other Troop activities.

Bugler duties:

1. On campouts and when requested at other Troop functions, play the bugle calls as requested by the Senior Patrol Leader
2. Sets a good example
3. Enthusiastically wears the Scout uniform correctly
4. Lives by the Scout Oath and Law
5. Shows Scout spirit.

9. Historian



The Historian keeps a historical record, or photographic /video record, or scrapbook of troop activities.

Historian duties:

1. Gathers pictures and facts about past troop activities and keeps them in a historical file or scrapbook.
2. Takes care of troop trophies, ribbons and souvenirs of troop activities.
3. Keeps information about former members of the troop.
4. Sets a good example.
5. Enthusiastically wears the Scout uniform correctly.
6. Lives by the Scout Oath and Law.
7. Shows Scout spirit.

10. Scribe



The Scribe is the third highest ranking junior leader in the troop. He keeps the troop records. He records the activities of the Patrol Leaders' Council, and keeps a record of dues, advancement, and Scout attendance at troop meetings.

Scribe duties:

1. Attends and keeps a log of Patrol Leaders' Council meetings.

2. Assists the Assistant Senior Patrol Leader in running the troop in the absence of the Senior Patrol Leader, or runs the troop in the absence of both the Senior and Assistant Senior Patrol Leaders.
3. Records individual Scout attendance and dues payments.
4. Works with the troop committee member responsible for records and finance.
5. Sets a good example.
6. Enthusiastically wears the Scout uniform correctly.
7. Lives by the Scout Oath and Law.
8. Shows Scout Spirit.

11. Librarian

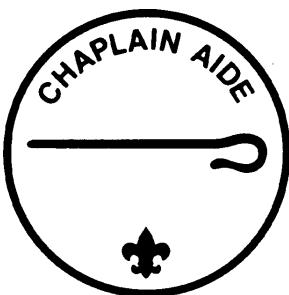


The Librarian takes care of troop literature.

Librarian duties:

1. Sets up and takes care of a troop library
2. Keeps records of books and pamphlets owned by the troop.
3. Adds new or replacement items as needed.
4. Keeps books and pamphlets available for borrowing.
5. Keeps a system for checking books and pamphlets in and out.
6. Follows up on late returns.
7. Sets a good example.
8. Enthusiastically wears the Scout uniform correctly.
9. Lives by the Scout Oath and Law.
10. Shows Scout Spirit.

12. Chaplain Aide



The Chaplain Aide works with the troop chaplain to meet the religious needs of Scouts in the troop. He also works to promote the religious emblems program.

Chaplain Aide duties:

1. Keeps troop leader apprised of religious holidays when planning activities.
2. Assists Chaplain or religious coordinator in meeting the religious needs of troop members while on activities.
3. Encourages saying grace at meals while camping or on activities.
4. Tell Scouts about the religious emblem program of their faith.
5. Helps plan for religious observance in troop activities.
6. Sets a good example.
7. Enthusiastically wears the Scout uniform correctly.
8. Lives by the Scout Oath and Law.
9. Shows Scout spirit.

13. Order of the Arrow Representative



The Order of the Arrow Troop Representative is a youth liaison serving between the local OA lodge or chapter and his troop. In his troop he serves as a communication and programmatic link to the Arrowman and adult leaders and who are not presently members of the Order. He does this in a fashion that strengthens the mission of the lodge and purpose of the Order. By setting a good example, he enhances the image of the Order as a service arm to his troop.

OA Troop Representative duties:

1. Serves as a communication link between the lodge or chapter and the troop.
2. Encourages year round and resident camping in the troop.
3. Encourages older Scout participation in high adventure programs.
4. Encourages Scouts to actively participate in community service projects.
5. Assists with leadership skills training in the troop.
6. Encourages Arrowmen to assume leadership positions in the troop.
7. Encourages Arrowmen in the troop to be active participants in the lodge and/or chapter activities and to seal their membership in the Order by becoming Brotherhood members.
8. Sets a good example.

9. Enthusiastically wears the Scout uniform correctly.
10. Lives by the Scout Oath and Law, as well as the OA Obligation.
11. Shows Scout Spirit.

C. PATROL LEADERS' COUNCIL



The Patrol Leaders' Council plans all Scout meetings and activities. Parents and scouts who have an idea for an activity should contact the Senior Patrol Leader with that information prior to the next meeting.

The following elected officers are members of the Patrol Leaders' Council:

Senior Patrol Leader	Assistant Senior Patrol Leader	Patrol Leaders
Assistant Patrol Leaders	Troop Guide	Troop Quartermaster
Bugler	Historian	Scribe
Librarian	Chaplain Aide	Order of the Arrow Representative

The Patrol Leader Council meeting is regularly held at 6:30 p.m. on the second Tuesday night of the month, unless otherwise advised.

D. PATROL LEVEL

1. Patrol Leaders



The Patrol Leader is the elected leader of his patrol. He represents his patrol on the patrol leader's council.

Patrol Leader duties:

1. Appoints the Assistant Patrol Leader.
2. Represents the patrol on the patrol leaders' council.
3. Plans and steers patrol meetings.
4. Helps Scouts advance
5. Acts as the chief recruiter of new Scouts.
6. Keeps patrol members informed.
7. Knows what his patrol members and other leaders can do.
8. Sets a good example
9. Wears the Scout uniform correctly
10. Lives by the Scout Oath and Law
11. Shows Scout Spirit

2. Assistant Patrol Leaders



The Assistant Patrol Leader is appointed by the Patrol Leader, and leads the patrol in his absence.

Assistant Patrol Leader duties:

1. Helps the Patrol Leader plan and steer patrol meetings and activities.
2. Helps him keep patrol members informed.
3. Helps the patrol get ready for all troop activities.
4. Represents his patrol at patrol leaders' council meetings when the patrol leader cannot attend.
5. Keeps patrol members informed.
6. Knows what his patrol members and other leaders can do.
7. Sets a good example
8. Wears the Scout uniform correctly
9. Lives by the Scout Oath and Law
10. Shows Scout Spirit

3. Patrols



4. Grub Master

Grub Master is required for rank advancement, and the Eagle Merit Badge for Cooking.

Grub Master duties:

1. Makes a list of all meals for their campout menu, decided and agreed upon by their patrol.
2. Grocery shops and purchases all items and ingredients needed to completely prepare all patrol meals. *(If this is a financial hardship, the troop can advance the allotted amount needed to fulfill these requirements. Otherwise, bring your receipt, with just scout meal items on it, to the next Troop meeting to submit for reimbursement. Reimbursement will be made either by direct deposit into the Grub Master's scout account, or check if desired.)
3. Budget, as per the above requirements, has been established at approximately \$15 per scout.

5. The History and Purpose of Patrols

One of our methods in the Scout movement for taming a hooligan is to appoint him head of a Patrol. He has all the necessary initiative, the spirit and the magnetism for leadership, and when responsibility is thus put upon him it gives him the outlet he needs for his exuberance of activity, but gives it in a right direction.

--Baden-Powell, from the article "Are Our Boys Degenerating?" circa 1918.

The principles of the Patrol System were first introduced by the Founder, Baden-Powell, when he was with the British Army in India. The system he devised enabled soldiers to operate in small groups and use their own initiative within the overall plan of campaign.

To advance the idea within the Army B-P wrote a small book *Aids to Scouting*. It was so novel and at the same time practical that many members of the teaching profession adapted these principles to teaching.

When the Movement was founded and *Scouting for Boys* was published, the Patrol System became one of the basic elements of Scouting. The Patrol System not only gave a real adventure aspect to the program and responsibility to boys themselves, but it also blended perfectly with the natural desire in boys to form into gangs in their neighborhoods and schools. It was these very gangs which met in the streets who spontaneously formed themselves into Patrols and started Scouting.

What was it then which so appealed to boys and accounted for the phenomenal growth of the Movement? It was a combination of the appeal of real adventure offered by the program, coupled with the challenge it offered to the "Gang" to plan its own activities and to be responsible to itself for discipline, without interference from adults.

The Patrol System on its own will not work because of itself. For the Patrol System to have meaning, adventure must be supplied also.

The Patrol System allows boys to form themselves into self-selected gangs and allows members of the Patrol to choose their own boy leader.

The Patrol and the Patrol Leader carry a responsibility to plan and conduct the activities and to take care of discipline within the Patrol. Your Patrol must know the fun of planning and executing its own adventures, it must make its own decisions and learn to profit by its own mistakes.

Thus, collectively, the Patrols are responsible for Troop standards and behavior. Responsibility for this falls squarely on the shoulders of you, the Patrol Leader, although each member of the Patrol must play his part.

When the first Scout Patrols were formed, there was no such thing as a Scoutmaster, but boys soon found they needed help and advice from someone older in order to carry out the more adventurous activities.

It is important that your Patrol makes its own plans and works out its own problems; turning only to the Troop Scouters for advice, new ideas and guidance: someone who can do things for you which are beyond the Patrol's powers.

II. SCOUT EQUIPMENT

A) The Essentials



Scouts shall carry a backpack containing the "essentials" for all meetings and activities. The essentials include:

Boy Scout Handbook	Pocketknife and Totin' Chip	Matches and Fireman's Chit
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Rain poncho and Hat	Water bottle and Trail food	Personal First Aid kit
Sunscreen and Insect repellent	Paper and pen	Whistle
Compass with rotating ring	Extra pair of socks	Flashlight and extra batteries
Change of clothes (not necessary for troop meetings)		

Scouts are to carry their Scout Essentials to all scout activities unless otherwise stated. During random inspections of Scout Essentials, scouts will be fined \$.10 for each missing item. These fines go to the Special Events Fund and would be used, for example, towards the Troop Christmas Party. The fines may not be deducted from their scout account.

B) Uniforms



At Crossover for a new Scout, the Troop provides the Neckerchief, Slide, and Epaulets. Each Scout is responsible to replace these items if lost. Information on the correct placement of insignia on the uniform is attached in Appendix B, Uniform Placement Guide.

Full Class A uniform is to be worn at all the Troop meetings each month, at all Courts of Honor, or as designated by the Patrol Leaders' Council or Scoutmaster.

During random uniform inspections, scouts will be fined \$.10 for each missing or incorrect element of the uniform. These fines will go to the Patrol Leader Council Fund. The fines may not be deducted from their scout account.

Class B uniform, the Red Troop T-shirt, may be worn to meetings and outings as designated by the Scoutmaster. These shirts may be purchased from the Troop Committee.

C) Troop “Experienced Uniform” Closet

Items may be donated as scouts outgrow uniform pieces. These pieces will be reasonably priced for sale by the Troop Committee. Similar pieces may be evenly exchanged for the new size.

III. SCOUT ADVANCEMENT

A. Individual Advancement



Advancement of each Scout is at their individual rate. The responsibility of rank advancement rests with each scout. Advancement follows the Boy Scouts of America requirements and eligibility criteria as described in the Boy Scout Handbook. When the Scout has completed all Requirements for the rank, the Scout will ask for a review with the Scoutmaster. During the review, the Scout's knowledge of the requirements is checked. The

Scoutmaster will talk with the Scout about his experiences while completing the requirements. The Scoutmaster will schedule a Board of Review at the earliest possible date.

After completion of the conference, he will have his Board of Review with a panel of Committee members.

B. Merit Badges



Scouts are permitted to earn merit badges as a part of their advancement. Scouts will be permitted to work on merit badges which are age and skill appropriate. Scoutmaster approval and issuance of a “blue card” is necessary prior to beginning work on the merit badge. It is the Scout's responsibility to contact the appropriate merit badge counselor and schedule a meeting that includes using the buddy system. For each merit badge counselor meeting, the Scout must be accompanied by a parent, a troop adult or another Scout. At the completion of the requirements, the scout will present his completed blue card to the Scoutmaster for signature. The scout will then give his signed blue card to

the Advancement Coordinator who will complete the Council report. The badge will be presented at the following Court of Honor. Current Merit badge books are available at the Scout Store, or in some cases the troop library.

C. Boards of Review

The Board of Review is a panel of the Advancement Chairman, or designate, and two Committee Members. A Board of Review is scheduled when a Scout has completed a Scoutmaster conference for advancement to another rank. Approval by the Board of Review completes the advancement requirement.

A Board of Review meeting is held on Monday only. Candidates for advancement, that have completed their Scoutmaster conference, can attend a Board of Review interview. Approval by the Board of Review completes the advancement requirement. All rank advancement earned will be acknowledged and awarded at the scout meeting the night of the Board of Review.



Candidates for the rank of Eagle Scout are required to attend a District Board of Review. District Boards of Review are held monthly. The Scoutmaster will review and approve the Eagle Scout application prior to scheduling the candidate attending a District Board of Review.

D. Courts of Honor

Courts of Honor formally recognize all advancements, merit badges, and other awards earned by scouts since the previous Court of Honor. All family members are encouraged to attend. Courts of Honor will be held usually twice yearly. One in the Fall, after Summer Camp, and other(s) at the discretion of the Committee.

TROOP ACTIVITIES

A. Troop Meetings



Meetings are held Monday evenings throughout the year from 7-8:30 p.m. The second week of the month, there is no Troop meeting. This is Patrol Week and each Patrol should schedule and plan their own meeting. This meeting can be held at the location of their choice. Troop meetings on the other Monday nights are held at the Peter

Cartwright United Methodist Church, 205 W. Church Street in Pleasant Plains, unless otherwise noted or stated.

Full Class A uniform is to be worn at all monthly Troop meetings. Class B uniforms are worn at all other meetings unless otherwise designated by the Scoutmaster. Scouts are to carry their Scout Essentials to all scout activities unless otherwise stated.

Meeting time is divided into skills, patrol meetings, announcements, games, and training.

B. Troop Communications.

Scout communication is an important part of our Troop. We use Scoutlander, and E-mails to send information to all members of the Troop. Each member has a responsibility to check their emails frequently for Troop info. Each member also is responsible for notifying, as early as possible, their Patrol Leader and Scoutmaster if they are unable to attend a meeting or other function.

C. Troop Outings.

The Patrol Leaders' Council is responsible for submitting requests for outings to the Troop Committee. These outings include camp outs, day trips, summer camp, and adventure trips. The Committee is responsible for approval and decisions regarding funding for all activities. All outings require a signed parent permission slip. The current permission slip form is attached as Appendix E.

The Committee ensures that the required two deep adult leadership and any required activity certifications (i.e. safety afloat or climb on safely) are met. An approved tour permit is necessary for each outing.

The outing cost is based on the projected cost of food, camping fees, and awards or patches associated with the activity. The cost of the outing will be covered prior to departure.

Scouts are notified of the outings through announcements at meetings, emails, and Scoutlander.

Parental involvement is necessary and welcome. At outings, the Scoutmaster or designated representative and the Asst Scoutmasters are in charge of all attendees. The Senior Patrol Leader is next in command. All adults are encouraged to share their knowledge to enhance the scouts learning experience.

All adults attending scout outings are responsible for supervision and safety of the scout. At no time will scouts be unattended. Small groups will have adult supervision and designated group meeting times will be determined. All adults attending are required to have completed the Youth Protection Training.

One of the goals of Boy Scouting is youth led organization. Scouts learn how to work with other scouts as a team in a safe environment. Allowing your son to engage in his own outing activity is imperative for his growth as a scout.

D. Troop Camping.

Our Troop camps in all types of weather. We have done tent camping in cold weather, as well as hot. We have also enjoyed cabin camping. Outdoor cooking opportunities have been plentiful and scouts are responsible for planning menus, grocery shopping on a budget, preparing, and kp.

E. Summer Camp Experience.

Our Troop has participated in the merit badge summer camp programs at Camp Eastman, Camp Drake and Rhodes France, as well as Camp Bunn. For the summer of 2018, a summer high adventure camp trip is planned for Colorado which may include activities such as, white water rafting, skiing, and zip-lining.

IV. YOUTH PROTECTION

The Boy Scouts of America places the greatest importance on creating the most secure environment possible for our youth members. To maintain such an environment, the BSA developed numerous procedural and leadership selection policies and provides parents and leaders with resources for the Cub Scout, Boy Scout, and Venturing programs.

A. Leadership Selection

The Boy Scouts of America takes great pride in the quality of our adult leadership. Being a leader in the BSA is a privilege, not a right. The quality of the program and the safety of our youth members call for high-quality adult leaders. We work closely with our chartered organizations to help recruit the best possible leaders for their units.

The adult application requests background information that should be checked by the unit committee or the chartered organization before accepting an applicant for unit leadership. While no current screening techniques exist that can identify every potential child molester, we can reduce the risk of accepting a child molester by learning all we can about an applicant for a leadership position—his or her experience with children, why he or she wants to be a Scout leader, and what discipline techniques he or she would use.

Youth Protection training should be taken within the first 90 days of becoming an adult leader. While there is no standard time period after which an individual would be required to retake Youth Protection training (either online or the guided presentation discussion version),

each person is encouraged to take either course as a refresher every 24 months. Our Troop requires adult members to retake the YPT (either online or the guided presentation discussion version) as a refresher every 24 months. This does not preclude local councils or the National Council from requiring a date-specific certificate of completion for the online version.

B. Barriers to Abuse Within Scouting

The BSA has adopted the following policies to provide additional security for our members. These policies are primarily for the protection of our youth members; however, they also serve to protect our adult leaders from false accusations of abuse.

- ❖ **Two-deep leadership.** Two registered adult leaders or one registered leader and a parent of a participant, or other adult, one of whom must be 21 years of age or older, are required on all trips and outings. The chartered organization is responsible for ensuring that sufficient leadership is provided for all activities.
- ❖ **No one-on-one contact.** One-on-one contact between adults and youth members is not permitted. In situations that require personal conferences, such as a Scoutmaster's conference, the meeting is to be conducted in view of other adults and youths.
- ❖ **Respect of privacy.** Adult leaders must respect the privacy of youth members in situations such as changing clothes and taking showers at camp, and intrude only to the extent that health and safety require. Adults must protect their own privacy in similar situations.
- ❖ **Cameras, imaging, and digital devices.** While most campers and leaders use cameras and other imaging devices responsibly, it has become very easy to invade the privacy of individuals. It is inappropriate to use any device capable of recording or transmitting visual images in shower houses, restrooms, or other areas where privacy is expected by participants.
- ❖ **Separate accommodations.** When camping, no youth is permitted to sleep in the tent of an adult other than his own parent or guardian. Councils are strongly encouraged to have separate shower and latrine facilities for females. When separate facilities are not available, separate times for male and female use should be scheduled and posted for showers.

- ❖ **Proper preparation for high-adventure activities.** Activities with elements of risk should never be undertaken without proper preparation, equipment, clothing, supervision, and safety measures.
- ❖ **No secret organizations.** The Boy Scouts of America does not recognize any secret organizations as part of its program. All aspects of the Scouting program are open to observation by parents and leaders.
- ❖ **Appropriate attire.** Proper clothing for activities is required. For example, skinny-dipping is not appropriate as part of Scouting.
- ❖ **Constructive discipline.** Discipline used in Scouting should be constructive and reflect Scouting's values. Corporal punishment is never permitted.
- ❖ **Hazing prohibited.** Physical hazing and initiations are prohibited and may not be included as part of any Scouting activity.
- ❖ **Junior leader training and supervision.** Adult leaders must monitor and guide the leadership techniques used by junior leaders and ensure that BSA policies are followed.
- ❖ **Member responsibilities.** All members of the Boy Scouts of America are expected to conduct themselves in accordance with the principles set forth in the Scout Oath and Law. Physical violence, hazing, bullying, theft, verbal insults, drugs, and alcohol have no place in the Scouting program and may result in the revocation of a Scout's membership in the unit.
- ❖ **Unit responsibilities.** The head of the chartered organization or chartered organization representative and the local council must approve the registration of the unit's adult leader. Adult leaders of Scouting units are responsible for monitoring the behavior of youth members and interceding when necessary. Parents of youth members who misbehave should be informed and asked for assistance in dealing with it.

C. Buddy System.

The *Guide to Safe Scouting* discusses the “Buddy System”. The Buddy System has three simple rules:

1. Everyone has a buddy.
2. Your buddy goes everywhere with you, and you go everywhere with him.

3. Know where your buddy is at all times.

Troop 305 uses the Buddy System for all its activities. Buddies are picked by the Scouts themselves, not assigned by Adult Leadership. The buddy system is important. If you get hurt or lost, your buddy will be able to help you. Two people can often solve a problem better than one.

D. Scout Code of Conduct.

An important part of youth protection is to ensure proper conduct of individual Scouts during Troop activities and Scouting functions. The Troop Committee and Adult Leadership of the Troop have adopted a Code of Conduct that applies to all youth members of the Troop. The Code of Conduct is attached to this handbook as Appendix C. All Scouts are required read and sign the Code of Conduct. Parents of Scouts are also required to sign the Code of Conduct to signify their support of Troop Leadership and agreement with rules and sanctions imposed by the Code. It is the responsibility of Troop leadership and all parents of Scouts require an appropriate level of conduct during Troop activities and Scouting functions.

E. Parental Activity Assistance.

In order to provide the Scouts with a variety of experiences and activities, it is often necessary to ask parents who are not a part of adult leadership to assist with transportation of Scouts and supervision of activities. Often, Troop leadership will ask parents with particular skills or abilities to assist in these activities. It is an important part of the Scouting experience for the Scouts to work with adults other than Troop leadership and their parents. The Troop committee urges parents to volunteer to provide this assistance and supervision when possible.

The most important responsibility of adult leadership and volunteer parents is the safety and security of the individual Scouts. Adult leadership subscribes to the policies of the Boy Scouts of America concerning "Barriers to Abuse in Scouting" set out above. Adult volunteers should complete "Youth Protection Training" available Scouting.org. In addition, Boy Scouts of America policy regarding tour permits requires each driver of a vehicle transporting Scouts to submit proof of insurance with the tour permit application.

The Troop Committee has adopted a policy requiring all adult volunteers to receive and sign an "Adult Volunteer Responsibilities" statement before participating in Scout activities. The "Adult Volunteer Responsibilities" statement is attached to this Handbook as Appendix D.

V. TROOP FINANCE

An army travels on its stomach; so does a Boy Scout troop. And, it uses equipment, supplies and material for its outings, meetings, advancement and activities. The Troop funds are controlled by the Troop Treasurer and overseen by the Troop Committee. The troop has a general savings and checking account which holds all troop funds.

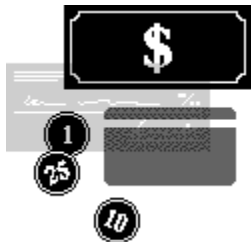
A. Dues

Dues are currently \$80.00 per year. Dues are withdrawn automatically from each scout's account. Eagle scouts are exempt from weekly dues.

B. Scout Accounts



Each scout has a personal account which holds funds that he has earned. These funds may be used for scout related purchases, for example, dues, and campout fees, summer camp fees or gear. Deposits and withdrawals can be accomplished by completing proper paperwork provided by the Committee Treasurer. If a Scout elects to leave the Troop, monies in the Scout account will be placed in the Troop's general fund.



***FUNDRAISING:** Fundraising profits are divided among the participating members and the troop fund. An assessment

percentage per scout can be allocated at the committee's discretion. Fundraising Activities the Troop presently participates in include: Popcorn Sales, Pancake and Sausage Breakfasts, and Show Your Colors Flag Program. (Fund raising profits may be subject to a 75%/25% split for the Scout/Troop.)

It is the expectation of Troop 305 that all scouts participate in fund raising activities, so that they may develop financial responsibility and management.



FRIENDS OF SCOUTING: Friends of Scouting is a primary source of operating income of the council. Friends are those individuals with an interest in the BSA and a desire to support the program financially.

The local council provides many services to make the Scouting program possible for the troop. These services include program, support materials, training, advancement program, activities, camping facilities, high-adventure opportunities, and personnel.

VI. ADULT TRAINING

The most important object in Boy Scout training is to educate, not instruct."

- Baden-Powell

Scoutmasters and Assistant Scoutmasters

New Leader Essentials

Scoutmaster and Assistant Scoutmaster Leader Specific Training

Introduction to Outdoor Leader Skills

Troop Committee Members

Fast Start Training

New Leader Essentials

Troop Committee Challenge -- Specific Training

Parental Volunteers

Fast Start Training

Climb On Safely

Safety Afloat

Roundtable Meetings

Open to all Leaders, Committee Members, and Parents.

Meetings are held on the second Thursday of the month, September thru May, and start at 7:00 pm. The September and May meetings are held at Camp Ilinek; the rest of the meetings are held at the Scheels store in Springfield, on South MacArthur Boulevard, in a second floor conference room.

VII. HISTORY OF TROOP 305

Troop 305 was first chartered in March 1999, by the Peter Cartwright Methodist Church in Pleasant Plains. Later, the Farmingdale Presbyterian Church held the charter until May 2004. At that time, the Peter Cartwright Methodist Church resumed the Troop 305 charter.



Past High Adventure trips taken by the Troop have included:

2010 - Washington, D.C., including stops in Gettysburg, Philadelphia, and New York City.

2011 – Bass River, which included rafting, horseback riding, and Six

Flags.

2012 – Michigan, (record breaking blazing heat!) including a visit to the Museum of Science and Industry in Chicago, rafting, Indiana Dunes and deep water fishing.

2013 – Fort de Chartres, including cave tours in both Missouri and Illinois.

2014 – Tennessee, including white water rafting and zip lining

2015 – Summit Bechtel Reserve, West Virginia (senior scouts); Wisconsin Trip (fledgling scouts)

2016 – Pensacola, Florida (Arkansas' Crater of Diamonds, Pensacola Naval Air Station; Naval Aviation Museum, USS Alabama Overnight Extravaganza)

2017 – Washington, D.C. (White House Tour); New York City (National September 11 Memorial and Museum, Ellis Island/Statue of Liberty); Philadelphia (Philadelphia Mint, Liberty Bell)

A canoe trip to the Boundary Waters was a highlight of the Troop's early history.

We were chosen as the Abraham Lincoln Council Honor Troop in 2001, and were the leaders of the Lincoln Pilgrimage. We have continued to lengthen our Eagle Scout Roster yearly. At the time of this printing, we have 35 Eagle Scouts on the Roster. The Roster of Troop 305 Eagle Scouts is attached as Appendix F.

In 2016 Scout Executive Daniel O'Brien conducted a National Court of Honor with Troop 305 as one of our own Eagle Scouts was presented the Boy Scouts of America Medal of Merit.

Our troop has gone to Camp Bunn several years for Summer Camp Activities and several of our scouts have been on the camp staff.

The average size of our troop over the past fifteen years has been over 20 scouts. Troop 305 currently has over 20 active scouts and several are Order of the Arrow members.

Scout and Adult Training has been a very important issue within our troop. Our Scoutmaster, one of the Assistant Scoutmasters, and our Committee Chairman, have earned their Wood Badge training, the highest level of adult training.

Every scout has the opportunity to participate in the National Youth Leadership Training (NYLT) conducted by the Abraham Lincoln Council. The troop prides itself in being able to have scouts participate in this high-level skill-building program either as a camper or as NYLT trained staff.



A step back in troop history ... In the summer of 2005, 21 troop members, along with 12 adults, went to Northwest Colorado to the Ben Delatour Scout Ranch for Summer Camp. Ten scouts aged eleven and twelve attended the summer camp merit badge sessions at Ben Delatour Camp Ruth Coffin, accompanied by eight adults. The eleven scouts aged thirteen and over participated in the Elk Horn High Adventure Camp. They were divided into two crews with two adult leaders per crew. Backpacking, climbing, orienteering, and rappelling were high points of their activities for the week. A side trip to Mt. Rushmore was taken prior to arrival at the Scout Ranch.

Appendix A

Important Names, Addresses, Phone Numbers and E-mail

Council Office	Abraham Lincoln Council, Boy Scouts of America 5231 South Sixth Street Road Springfield, IL 62703 http://www.alincolnbsa.org/ 217.529.2727
Scout Executive	Dan O'Brien Daniel.Obrien@scouting.org
District Executive	
Chartered Organization	Peter Cartwright United Methodist Church 205 West Church Street Pleasant Plains, IL 62677 http://www.umc.org/ 217.626.1087
Chartered Organization Representative	Roger Dudley 14763 Watts Road Pleasant Plains, IL 62677 Pastor John Ray (PCUMC)
Troop 305 Committee Chair	Mike Mudra 1455 Farmingdale Road Pleasant Plains, IL 62677 mudramj@gmail.com (C) 217.971.1828
Troop 305 Scoutmaster	Ray Shaw 217 Thames River Road Springfield, IL 62711 r.shaw.ltg@gmail.com (C) 217.638.5522

Appendix A (Continuation)**Troop 305 Committee Leadership and Membership (03/2018)**

Ankenbrandt, Joy	Advancement Chair, Interim Secretary
Augustine, Jim	Treasurer
McAfee, Kathy	Fundraising Chair
Mudra, Mike	Committee Chair <u>and</u> Membership [Charter] Chair
Mudra, Laura	Member
Shaw, Lynne	Secretary
Shaw, Ray	Scoutmaster

Assistant Scoutmasters (Non-Voting Members)

Beeler, Jason
 Hutcherson, Jeff
 Leesman, Shannon
 McAfee, Raymond
 Mitchell, Tina

Show Your Colors

Overseen by Committee (Inquiries – Treasurer / Advancement Chair)

Eagle Scout Coordinator

Scoutmaster Shaw / Advancement Coordinator

Fundraising

Applebee's Flapjacks	Kathy McAfee / Shannon Leesman
Popcorn	Kathy McAfee
Other	Kathy McAfee

Appendix B - Uniform Insignia Guide

BOY SCOUT/VARSITY SCOUT UNIFORM INSPECTION SHEET OFFICIAL PLACEMENT OF INSIGNIA



Conduct uniform inspection with common sense; the basic rule is neatness.

Merit Badge Sash. If worn, merit badges are attached to front (and back, if needed) of sash. Venture/Varsity letter is attached at bottom front corner. Temporary insignia may be worn on back.

Shoulder Epaulets. Red shoulder loops identify Boy Scouting (all members of a troop). Blaze (orange) loops identify Varsity Scouting.

Left Sleeve. Council patches, unit numeral, and badge of office are worn as shown snug up, and touching each other. Badge of office is centered below and touches unit numeral. The veteran unit bar (25, 50, 55, 60, 65, 70, 75, or 80 years) is positioned above and touching troop numeral and in turn touching council patch. Den chief cord is worn over the left shoulder and under epaulet.

Left Pocket. Service stars above the pocket. If a medal or embroidered knot for youth members is worn, service stars are raised. Embroidered square knots are worn centered above the pocket in rows of three. Not more than five medals may be worn, pinned centered immediately above the pocket (extending over knots if both are worn). The wearing sequence for knots or medals is at the wearer's discretion and lead color is to the wearer's right. Badges of rank are worn centered on the pocket above the Arrow of Light Award. Flap buttoned. The World Crest is worn centered horizontally over the left pocket and vertically between the left shoulder seam and the top of the pocket.

Right Sleeve. U.S. flag. Only the most recently earned Quality Unit Award may be worn below patrol emblem or below National Honor Patrol star. Musician badge, if in band or drum corps, is worn ½ inch below patrol emblem.

Right Pocket. Jamboree insignia (only one) worn above BSA or interpreter strip. Order of the Arrow lodge insignia worn on pocket flap. Temporary insignia worn centered on the pocket. Flap buttoned. The Varsity or Venture strip is worn above the BSA strip or above the interpreter strip. Nameplate, if worn, is centered above the BSA strip, interpreter strip, and Venture or Varsity strip.



Appendix C - Adult Volunteer Responsibilities

It is the mission of the Boy Scouts of America and Troop 305 to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Law. Completing that mission requires leadership by all adults who are involved in Troop activities. Volunteers should be mindful that the Boy Scouts of America and Troop 305 is a boy run, adult supervised organization. Watchful and diligent supervision by adult leadership and adult volunteers promotes safety, personal growth in the Scouts and fun during Scout activities

As an adult volunteer, I agree to the following pledges during all Troop activities in which I participate.

- 1) I have completed Youth Protection Training prescribed by the Boy Scouts of America available at scouting.org;
- 2) I will complete activity specific training for the activity in which I am participating in leadership prior to the event;
- 3) I have reviewed Section IV. B. of the Scout and Family Guidebook. I agree to abide by all of the adult rules set forth therein;
- 4) I will lead by example and conduct myself in a manner that is consistent with the principles of the Boy Scouts of America and Troop 305;
- 5) I acknowledge that the adult leadership of the Troop participating in the activity is responsible for the safety and well-being of the Scouts and I agree to abide by the directions of adult leadership during the event;
- 6) I will supervise those Scouts who are assigned to me in a manner consistent with the principles of Scouting and in a manner to promote safety of the Scouts and a good Scouting experience;
- 7) I will report to adult leadership any conduct or actions of any Scout which are unsafe or inconsistent with the Scout Code of Conduct or Scouting principles;
- 8) I will intervene in any activity conducted by the Scouts or any other participant which could result in personal injury to any participant.

Date

Parent or Legal Guardian

Appendix D - Activity Permission Slip



ACTIVITY CONSENT FORM AND APPROVAL BY PARENTS OR LEGAL GUARDIAN

This form is recommended for unit use to obtain approval and consent for Tiger Cubs, Cub Scouts, Webelos Scouts, Boy Scouts, Varsity Scouts, Venturers, and guests (if applicable) under 21 years of age to participate in a den, pack, team, troop, or crew trip, expedition, or activity. This form is required for use with flying permits and should be attached to the flying permit application. It is recommended that parents keep a copy of the form and contact the tour leader in the event of any questions or in case emergency contact is needed. Additional copies of this form along with the *Guide to Safe Scouting* are available for download from Scouting Safely at www.scouting.org.

First name of participant and middle initial _____ Last name _____

Address _____ Birth date (month/day/year) ____/____/____ Age during activity _____

Additional address (need street address if you have a P.O. box) _____

City _____ State _____ Zip _____

Has approval to participate in _____
(Name of activity, orientation flight, outing trip, etc.)

From _____ to _____
(Date) (Date)

☐ Without restrictions

☐ Special considerations or restrictions: _____

HOLD HARMLESS AGREEMENT

I understand that participation in the activity involves a certain degree of risk. I have carefully considered the risk involved and have given consent for myself or my child to participate in the activity. I understand that participation in the activity is entirely voluntary and requires participants to abide by applicable rules and standards of conduct. I release the Boy Scouts of America, the local council, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with the activity from any and all claims or liability arising out of this participation.

In case of emergency involving my child, I understand every effort will be made to contact me. In the event I cannot be reached, I hereby give my permission to the medical provider selected by the adult leader in charge to secure proper treatment, including hospitalization, anesthesia, surgery, or injections of medication for my child. Medical providers are authorized to disclose to the adult in charge examination findings, test results, and treatment provided for purposes of medical evaluation of the participant, follow-up and communication with the participant's parents or guardian, and/or determination of the participant's ability to continue in the program activities.

Participant's signature _____ Date _____

Parent/guardian printed name _____

Parent/guardian signature _____ Date _____

Area code and telephone number (best contact and emergency contact)

E-mail (for use in sharing more details about the trip or activity)

Contact the adult tour leader with any questions:

Name _____

Phone _____ E-mail _____

Appendix E

Boy Scout Troop 305 Code of Conduct

The following Code of Conduct is established to provide a safe and fun Scouting environment for all Scouts. All Troop 305 Scouts and adult volunteers are expected to exhibit “Scout Spirit”... the daily living of the Scout Oath and Scout Law.

All Scouts and adult volunteers should help build Troop unity and an effective, enjoyable program. Scouting should be fun and challenging, while providing a safe and supportive environment in which Scouts can learn and grow.

The “Spirit of Scouting” establishes high expectations for the behavior of all Troop 305 Scouts. All Troop 305 Scouts and adult volunteers are asked to abide by the rules and guidelines set forth here, and are expected to lead by example, and conduct themselves in a courteous and professional manner.

Adults should be ever mindful that Boy Scouts is a boy-run/adult supervised organization. In order to ensure these privileges are observed, I agree to the following:

- 1) I will follow all directions from an adult or junior leader promptly and respectfully.
- 2) I will observe lights out as scheduled and will be courteous to my neighbors.
- 3) I will follow the “Outdoor Code”.
- 4) I will treat all others with proper respect at all times.
- 5) I will respect the personal equipment and property of others.
- 6) I will respect Troop equipment.
- 7) I will demonstrate good Scout Spirit, follow the Scout Oath, Law, Motto, and Slogan.
- 8) I will become quiet when the “sign” goes up. This applies to all Scouting events.
- 9) I will wear my Scout uniform at every meeting, unless told otherwise by the Scoutmaster/PLC.
- 10) I will follow these fire rules:
 - Place fires only in designated locations.
 - I may bring matches as part of my essentials, but will only use them for their intended purpose such as starting camp fires, lanterns, etc.
 - No fires of any kind are permitted inside tents, which include candles, lit matches, stoves, heaters or lanterns. Only battery-operated lanterns or flashlights are permitted.
 - I will not play in, near, or with the fire.
 - No burning of leaves.
 - I will not wave burning sticks in the air, or any device used for cooking over the fire.
- 11) I will not threaten or intimidate other Scouts or Leaders by words and/or actions including hazing, “put-downs”, ridiculing or name-calling.
- 12) I will not swear or use profanity, offensive language or gestures.
- 13) I will not display unruly, loud, disrespectful or disobedient behavior.

- 14) I will not carry or use a knife until I have received the proper training, and not until I have in my possession a valid "Tote'N Chip" card.
- 15) I will not bring a sheath knife, spring assisted knife, or any knife with a blade of more than three and a half (3 1/2) inches to any Scout outing.
- 16) I will not borrow or use another individual's and/or Troop equipment or property without prior consent.
- 17) I will not perform practical jokes such as hiding someone else's gear, sabotaging tents, stuffing sleeping bag with leaves, etc.
- 18) I will not use MP3, CD, iPods, tape players, portable TV's, radios, portable games, or any other type of electronic device on campouts. However, use of these items is allowed during long travels to and from an event, but only with prior permission from the driver.
- 19) I will not bring or use firearms, firecrackers, fireworks, ammunition, black powder, sling shots, bows and arrows, paint ball guns or any other weapons. These items are prohibited.
- 20) I will not use tobacco products of any kind, use alcohol or any other controlled substances that are not prescribed by a physician.
- 21) I will not lie under any circumstances. Lying has no place in Scouting.
- 22) I will utilize the "buddy system" at all times and during all applicable activities.
- 23) I will be active and willingly implement my position of responsibility within my Troop when attending Troop meetings and outings.

Non-compliance with ANY of the above obligations will result in the Scout facing one or more of the following actions:

- 1) Any Code of Conduct violations or any other unacceptable behavior will be brought to the immediate attention of the Senior Patrol Leader (SPL) or Scoutmaster, Assistant Scoutmaster or adult leader.
- 2) The SPL will try to resolve the issue first. The SPL will have a discussion with the Scout about the unacceptable behavior. If the Scout's behavior does not change, coaching, or if necessary, a **first verbal warning** will be issued. Behavior problems will be handled by these individuals, in this order: SPL, Scoutmaster, Assistant Scoutmaster, adult leader.
- 3) If a verbal warning is given and the Scout fails to comply, a **second verbal warning** will be issued. **The Scout will then be issued a warning by TWO adult leaders in the form of a verbal counseling session.** The session will be in full view and within hearing distance of additional adult leaders. The adult leaders will ensure the Scout understands the nature of the offense, discuss appropriate behavior, and together with the Scout, seek ways to correct the issue that resulted from the Scout's action. After the counseling session, **the Scout will be temporarily removed from the activity** which will consist of a time-out for a minimum of ten (10) minutes. This can include, but is not limited to, being sent outside from a Troop meeting, being sent to a tent during a campout, or sitting away from the rest of the Troop/Patrol.

- 4) If the unsatisfactory behavior continues, a **meeting will be conducted** with the Scout, Scoutmaster or Assistant Scoutmaster, and the SPL. A **“Written Counseling Report” will be issued**, stating what violation occurred and why it has resulted in Written Counseling. The Scoutmaster will maintain a file of all Written Counseling sessions.
- 5) If misbehavior continues, or if the Scout’s actions are continually distracting or disruptive to the operation of the Troop, or the violation is more severe in the judgment of the Scoutmaster AND a minimum of TWO additional adult leaders, **the Scout will be asked to leave the activity**. If a parent cannot be immediately contacted, the Scout will sit out of the activities under supervision until such time the parents can be contacted and the Scout sent home.
- 6) If a second incident occurs within three (3) months of the first Written Counseling Session, the Scout will have a meeting with the SPL and Scoutmaster, and will be **written up a second time**. The Scout will be **required to attend a Scoutmaster Conference with a parent** before he can attend another Troop function.
 - 6.1 In addition to the above, action may include the following:
 - Essays** – Require the Scout to write an essay about their behavior.
 - Apology letter** – Apology letter may be assigned when deemed appropriate.
- 7) If the Scout continues to misbehave, and there is a third incident within three (3) months of the first write-up, the Scoutmaster shall inform the Committee Chair.
 - 7.1 **Probation** – A period of time may be given for the Scout to continue with Troop activities, in order for the Scout to prove the incident was isolated.
 - 7.2 **Suspension** – If the terms of the Scout’s probation are not met, the next course of action will be suspension for a specified period of time.
- 8) Should the behavior persist, the Committee Chair will meet with the parent/guardian(s) to inform them about a **final suspension that will lead to the dismissal of the Scout from the Troop**.
 - 8.1 A Scout can be dismissed from the Troop by the Scoutmaster, with the approval of the Troop Executive Committee.

When I follow these rules, my fellow Scouts and leaders will benefit from and enjoy the Scouting experience.

****I have read and understand the above contract and agree to follow the rules as set forth.**

Scout

Date

Parent/Guardian

Date

Revised: 11.12.2013
Approved: 12.10.2013

Appendix F - Roster of Eagle Scouts from Troop 305



Nathan Selvaggio	2003
Alex Usherwood	12/18/2003
Ryan Augustine	12/16/2004
Mac McNamara	12/16/2004
Christopher Willet	12/16/2004
Connor McNamara	02/16/2006
Joshua G. Hoffman	05/10/2006
Joseph B. Hawkes-Cates	10/19/2006
Brandon L. Mitchell	04/19/2007
James Warrick	2007
Travis A. Droll	08/21/2008
Nathaniel J. Sparks	12/18/2008
Sean P. Mitchell	10/15/2009
Nathan VonDeBur	10/15/2009
Zachary Schmitt	02/18/2010
Ben Burger	04/15/2010
Riley Hoffman	12/16/2010
Justin Coy	02/17/2011
Mitchell Watson	10/29/2011
Dalton Homolka	04/19/2012
Cole Jones	06/21/2012

Clifton Mahler	2013
David Mudra	12/27/2012
Ethan Ankenbrandt	04/24/2014
Zach Broughton	10/16/2014
Jeremy McAfee	10/16/2014
Scott VonDeBur	2014
Zach Gibson	2015
Jacob Higginson	2015
Alec Mudra	12/15/2016
Ryan Ballinger	02/02/2017
Hunter Mitchell	10/5/2017
Matt Shaw	12/07/2017
Austin Geist	01/04/2018
Bradley Leesman	02/01/2018
Braden Moore	05/02/2019
Brandon Turner	08/01/2019
Austin Ankenbrandt	10/03/2019