



# Boy Scout Troop 110

Our Lady of Sorrows  
Farmington, Michigan

## Policies and Procedures



| Revised ~~02/2012~~ 02/2017 8/18/2014

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# Preface

## History:

Boy Scouts of America was incorporated February 8, 1910 and was modeled after the scouting movement founded by Robert Baden-Powell two years earlier. Since that time Boy Scouting has successfully assisted more than 98 million members develop the character and peer group association to make ethical decisions and become role models in their communities. Scouting today is the foremost youth organization in the United States and indeed the world.



## Mission:

To prepare young people to make ethical choices throughout their lifetime by instilling in them the values of the Scout Oath and Scout Law. This can be accomplished by developing moral strength and character, citizenship, and the strengthening of physical, mental, and emotional fitness.



## Aims:

The aim and purpose of the operation of Troop 110 is to instill into our youth the general principles set forth in the Scout Oath and the Scout Law, to teach good citizenship, develop leadership skills, sportsmanship, religious awareness, good health, and communication. The founder of scouting, Lord Baden-Powell, said "Scouting is a game with a purpose. Fun is the game. Values are the purpose. Learning is the process."

# Meeting-Times-Places

Check Monthly Bugle Call [and/or the Troop 110 Big Tent website](#) for Updated Dates

## **Troop Meetings:**

Tuesdays 7:00pm – 8:30pm  
Unless otherwise scheduled.  
Our Lady of Sorrows

## **Patrol Leaders Council Meetings:**

The Tuesday after a campout  
7:00pm – 8:00pm Approximately  
Unless otherwise scheduled.  
Our Lady of Sorrows

## **Adult Committee Meetings:**

The Third Wednesday of every Month 7:00pm  
Unless otherwise scheduled.  
Our Lady of Sorrows

## **Patrol Meetings:**

The individual patrol schedules the patrol meetings. There will be time set aside at the Troop Meeting for patrol meetings.

## **Courts of Honor**

October, January and May (Dates to be announced)

## **Summer Camp**

The last full week of June, unless otherwise scheduled.

# Registration

## How to Register as a Scout in Troop 110

In order to become a Boy Scout, you must be a boy:

That has completed the fifth grade.

OR that is 10 ½ years old and has earned the Arrow of Light

OR 11 years of age but not yet 18.

Cost: Initial registration and joining fee is \$50. This amount will cover the cost of Boys Life Magazine (one year subscription), a Troop 110 neckerchief, a neckerchief slide, 110 numerals, ~~green/red~~ shoulder loops, and a ~~green/red~~ T110 T-shirt. After that initial fee, the annual cost

will be ~~\$650~~ per boy ~~for the first scout in the family, \$50 for each additional scout from the same family~~ and \$10 per adult for re-registration.

~~. Plus a prorated portion of the fundraiser as described below.~~

In addition, there will be costs for campouts for those going on them. This cost varies but is usually ~~\$15 for adults and~~ between ~~\$3020~~ and ~~\$4025~~ per campout ~~for Scouts~~ which covers the cost of ~~campsites lodging, meals, program,~~ ~~and~~ activities, ~~and transportation~~. There may be additional costs depending on the type of campout: ~~for example~~. Horse or canoe rental, ~~for example~~.

~~The cost of each campout is designed to be break-even. Tents, patrol stoves, canopies, coolers, patrol boxes, poles, ropes and all equipment are for use by the Troop, its patrols and the Scouts.~~

~~Due to lack of participation in fundraisers, the Troop has initiated a policy that families that do not participate or meet the minimum goal( \$300 of popcorn sales in 2011) will be required to contribute the equivalent profit (\$100 / scout in 2011), to the Troop. As long as this policy is in place any scout joining the troop after September 1<sup>st</sup> will need to contribute a prorated portion of this based on 1/9 per month, from September to June~~

Adult Registration: One parent (at least) from each family should consider participating as a member of our Troop Committee. Registered adults receive Scouting magazine, another important tool and resource. Registered committee members also have an official vote on all important committee issues.

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Non Registered adults: Non Registered adults who wish to participate in scouting activities including participating on campouts or driving **non family scouts** must be trained training, as outline in the training section.

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~~The cost of each campout is designed to be break even. Tents, patrol stoves, canopies, coolers, patrol boxes, poles, ropes and all equipment are for use by the Troop, its patrols and the Scouts.~~

~~Adult Registration: One parent (at least) from each family should consider participating as a member of our Troop Committee. Registered adults receive Scouting magazine, another important tool and resource. Registered committee members also have an official vote on all important committee issues.~~

Changes to this document: Any proposed changes to this document, must be submitted in writing to the troop committee at least 1 week prior to a committee meeting. The item will be added to agenda at the discretion of the committee chair, depending on time constraints and other agenda items.

The current Committee Chair is Bruce Williams and can be contacted at: [BAWilliams01@yahoo.com](mailto:BAWilliams01@yahoo.com)

# Welcome from the Troop Committee

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A Warm welcome from the committee...

We are Proud of our Troop because:

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We have an active scout program.  
We have dedicated scouts.  
We have dedicated parents.  
We have trained leaders.  
We have an effective boy-led organization.

As parents and committee members, we welcome you to Troop 110's scouting family. You will find that our expectations are the same as yours...to offer our sons the best, most productive opportunity any parent (or boy) could want. Our goal is to make scouting an enjoyable growing experience that each boy will benefit from for a lifetime.

Scouting is a year-round program for boys aged 11 to 18 which helps build character, citizenship and physical fitness through application of an active outdoor setting. The program of Troop 110 is based on the Scout Oath and Scout Law. The members of the Troop 110 scout family are proud of our program and strive to extend scouting to others. We are honored that your family has decided to join our scout family.

Sincerely,

Troop 110 Committee

## **Welcome from the Scoutmaster**

A word from the Scoutmaster:

Welcome to Troop 110! Your son is beginning an adventure shared by hundreds of young men at Our Lady of Sorrows over the past 50 years. He is also joining a worldwide brotherhood that has traveled on the Scouting trail for a hundred years. He is now part of a great and exciting tradition.

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Your son may have joined Scouting for one or more of several reasons – to go camping, hiking, climbing, canoeing, and shooting – or just to have fun with his friends. He probably does not know that Scouting prepares young people to make ethical choices over the course of a lifetime. Robert Baden-Powell, the founder of Scouting said that “Scouting is a game with a purpose”. Packing for a campout, tying knots, cooking his own food, working with his fellow scouts are part of the fun of being a scout, but these things also teach self-reliance and teamwork.

The highest award in Scouting is the Eagle rank. I would encourage every young man to work toward this goal. I would also encourage you and your son to remember that rank advancement is more than just a line on a resume – it takes work and responsibility. As your son advances and matures in Scouting, he will be asked to assume a leadership role. After all, it is the boys who plan and execute the activities and events. They will learn the satisfaction of a job well done.

Each scout will be assigned to a patrol. A patrol is a small “gang” of boys with similar interests and abilities. They will elect their own leadership, hold their own meetings, and plan their own events. An older boy, a Troop Guide, will be assigned to teach them basic Scouting skills. An assistant scoutmaster will also work with the patrol to offer advice and guidance, but ultimately the boys run their own meetings and campouts. Each patrol plays, cooks, eats, and sleeps separately from the others at troop campouts.

If your son recently crossed over from Cub Scouting, you will find Boy Scouting to be very different. If you have any questions or concerns, please feel free to ask.

Yours in Scouting,

The Scoutmaster

# SCOUT

## Expectations and Responsibilities

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As a scout you are expected to:

- Know and understand the Scout Oath and Scout Law.
- Attend weekly troop meetings.
- Participate in regularly scheduled patrol meetings.
- Wear your uniform proudly at all Scout activities.
- Attend monthly campouts.

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- Attend a long-term summer camp program.
- Work to attain the rank of First Class in your first year and at least one rank each year afterward.
- Show respect to all levels of authority in the Troop.
- Do your best.
- Have Fun!

## ADULT Expectations and Responsibilities

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As an adult you are expected to:

- Be active in your son's troop as a participating member on the Troop Committee.
- Be aware of the troop calendar to be better able to schedule troop events in with your family calendar.
- Watch for and read The Bugle Call, the monthly troop newsletter.
- [Check the Troop 110 Big Tent website for Troop 110 information.](#)
- Help to drive to campouts, fund-raisers, and other activities on a fair share basis.
- Participate in campouts and other scheduled events.
- Support your son's scouting career by supporting your son's troop.
- Do your best.
- Have Fun!

## Guidelines

### And other things you'll need to know

**Troop 110 is a Boy-Led Troop:**

It is the boys themselves who determine and control their troop's direction, events, pace, and leadership. Campouts, activities, meeting and monthly themes are organized by the youth leadership...leadership elected by the boys themselves. Adults are there to guide, train, coach, support, and give direction that will facilitate the program the scouts have established.

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**What You'll Need:** Every scout will need his own uniform (scout pants, shirt with the appropriate insignias and patches sewn in place, socks, and belt – this is known as a field uniform). [Uniform shirts are to be worn tucked in.](#) He will also need his own personal copy of the [Boy Scout Handbook](#). This

contains everything he needs to know about the advancement program, information on the uniform, camping and other scout skills. These items may be purchased at [Dunham's, Nankin Hobby, Great Lakes Council National Scout Shops at Dauch Scout Center 1776 West Warren Avenue Detroit, MI 48208-2215 Phone: 313.898.8921 Troy scouting center 1155 East Long Lake Road Troy, MI 48085 or Waterford Scout Center 1100 County Center Drive West Waterford, MI 48328 1903 248-253-9604](#)

or the BSA on catalog <http://www.scoutstuff.org/>. The Troop ~~Dunham's, Nankin Hobby, Great Lakes Clinton Valley Council Trading Post, [www.scoutstuff.org](http://www.scoutstuff.org/), or the BSA mail order catalog.~~ We maintain a used

uniform exchange and may have some uniforms on hand.

Feel free to ask the troop leadership for availability.

**Equipment:** Most of the large or heavy equipment (tents, kitchen utensils, dining fly's stoves, lanterns, etc.) is owned by the troop. But as your son gets into scouting activities, he will have some personal equipment needs. As an active troop, we do a lot of camping. Eventually, he could use a backpack, hiking [boots, wool blend hiking socks, shoes, rain gear, poncho, headlamp, pocketknife, mess kit, compass, sleeping gear, and other kinds of equipment.](#) Use your own good judgment on how much and how soon you should make these purchases. Before you buy check with the leaders first: they will have excellent advice on the type and cost of equipment you may be considering.

**Attendance:** Full participation by all scouts (in complete uniform) at every troop event is strongly encouraged. More scouts + more participation = more fun.

**Patrol Flag, Yell & Meetings:** All patrols are expected to have a flag, yell or call, and schedule regular meetings. This develops **Patrol Spirit**.

**Uniform:** All scouts are expected to wear the proper Boy Scout uniform at all troop functions. Field uniforms will be required during all travel periods, to and from campouts or other events.

**Service Projects:** Our troop will participate in ~~three to five (?) two to four~~ community service projects a year. This fosters a sense of good community awareness as well as developing good citizenship values in our boys. It also encourages the **first Scout Law: A scout is helpful, as well as ~~to~~ the Scout Slogan "Do a good turn daily."**

**Patrol Method:** Upon joining Troop 110 your son will be put in a New Scout patrol that will consist of a group (up to 8) of boys of similar age and experience. Together they will

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elect a patrol leader. He appoints an assistant and they all choose a patrol name, develop a yell and construct a patrol flag. At patrol meetings, the members work together to plan activities, campouts, menus, and other activities. Patrol members make suggestions to their patrol leader on activities and campouts they would like to attend. The patrol leader takes these suggestions to the PLC (patrol leaders council) meetings and together the PLC develops the troop program. This new patrol works within itself as a self-governing unit that will make decisions on everything from menu plans to advancement ideas. The patrol will work together as a team: cooking, eating, cleaning up, sleeping in tents, playing games, and learning – just about everything they do will be as a patrol. This will bring organization, camaraderie, and spirit to their patrol and the troop as a whole.

**Discipline:** Every scout is expected to conduct himself in a manner as reflected in the Boy Scout Law. The scout is responsible for his own behavior, earning the respect of his fellow scouts and leaders in all ways. Showing proper Scout Spirit is a requirement for advancement, and is best demonstrated by ‘setting the example’ with proper behavior toward people and nature. It is rare for our troop to experience continued discipline problems. However, if there is a cause to deal with this type of situation the following steps will generally be taken:

**First Offense:** Parents and/or guardians will be notified of scout’s improper behavior. In extreme cases, this could mean an immediate collect phone call from the troop’s location at camp.

**Second Offense:** If unacceptable behavior continues, parents will be required to pick their son up from the troop’s location. Parents will be required to attend the next troop event with the scout.

**Third Offense:** Scout will be issued an invitation to leave the troop.

These are merely guidelines. The Troop Committee in consultation with the Scoutmaster and Assistant Scoutmasters may determine, on a case-by-case basis, that a different course of discipline is appropriate.

**Fundraisers:** Adequate funds are necessary to run a quality troop program. Regularly scheduled fund-raisers of a variety that appeals to the community and the scouts will be offered. Funds will be used for equipment, training, awards, and other special events and activities as decided by the Troop Committee and the PLC. Some fund-raisers will also benefit the individual scouts. See the **Scout Bucks Program** to understand the benefits of this special earnings plan.

**Electronics:** Electronic devices such as ~~tape players, Walkman, CD players, cell phones,~~ game boys, ~~mp3 players,~~ ipods, ~~laptops,~~ etc. are **not allowed** on campouts, outings, or at meetings, unless specified by the troop leadership. ~~Cell phones should remain out of sight at meetings and should NOT be taken on campouts. Adults will have cell phones available if needed during camping weekends.~~ No exceptions, please.

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**SPL Elections:** Annual Senior Patrol Leader (SPL) elections will be held the second meeting in March. Candidates should be experienced scouts, who have risen to the rank of First Class or higher, have good organization skills, be respected by his peers, be prepared to commit his time for the Troop and show Scout Spirit. Candidates will be given opportunities to present short speeches before the election. All scouts (no adults) will be given an opportunity to vote. All votes are by secret ballot. Those scouts not in attendance, who have let the Scoutmaster know prior to the election, will be given an absentee ballot. They will be counted, along with the rest, on Election Day. The SPL elect will appoint his Assistant Senior Patrol Leaders (ASPL). The SPL elect will work with the outgoing SPL and the current Patrol Leaders Conference (PLC) on developing a new calendar for the upcoming year. The new SPL will take office at the Corn Roast in August. The SPL will hold office for no more than one year at a time.

**Patrol Leader and Assistant Patrol Leader Elections:** These elections are the responsibility of the individual patrols. It is necessary that all boys have the opportunity to hold office in his patrol (and in some cases it is required for advancement). There should be two elections per year to allow for this opportunity and give everyone the experience of this leadership. No boy can hold an office for more than one year at a time and it is suggested, no less ~~than the~~ six months. It is suggested that patrols conduct their own elections every six months. Additional jobs within the patrol include: Quartermaster, Scribe, Grubmaster, ~~Cheerleader~~, etc. They can be assigned, volunteered for, or won by election.

**Campout/Outing Payment Reimbursement:** Reimbursements for outings will be made if notice is given to the Scoutmaster or ~~Outings Coordinator Event Leader~~ no later than 5:00 p.m. the Wednesday evening prior to the event. In the event that there is an extraordinary fee (e.g. skiing, amusement parks, or high adventure trips) the fee may only be refunded if the scout secures a person to take his place on the trip or the troop will not be charged for the scout/parent. Should notice be given before that deadline, then the outing fees will be deposited into the Scout Bucks account for the associated scout. Due dates for permission slips and fees are noted on each permission slip. A notice will be added to permission slips for future events along with the due date for fees.

**Trailer Towing to Events Reimbursement Policy:** ~~Individuals who pull the trailer for a specific troop event will be compensated by the troop at a rate of 30 cents per mile. The individual who pulls the trailer for the event will also be exempt from paying for the cost of participating in that particular outing.~~ The troop will reimburse drivers \$.22 per mile to and from scouting about when they are transporting more than their own scout. (Along IRS rules) Outing coordinators will calculate gas cost and added into the cost of campouts. They will communicate their calculate mileage to the treasurer will provide that driver with a scout bucks credit. The trailer will count as an additional vehicle and will therefore be \$44/mile. Alternatively a driver may be reimbursed for the amount used if a receipt is provided to the treasurer. If individuals are not wish to be reimbursed for driving, they can claim \$.11 per mile volunteer on their tax returns per IRS rules.

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**Winter Sports Safety Policy:** All Snow Boarders at Ski Weekend outings will be required by the troop to wear wrists guards. It will be the responsibility of the participants and their families to provide wrist guards for this event. All people either skiing or snowboarding at this event will be strongly urged to wear a helmet. Parents and/or Guardians will be responsible to designate what activities their scout may participate in during Ski Weekends. Permission slips for this event will be adapted accordingly to include this information along with room for signature authorization.

**Traveling to and from Campouts:** Participants on weekend campouts are expected to travel to and from in field uniform. Adults are encouraged to drive and participate in all activities. It is important that all participants stay until are collectively dismissed. Not only do we need adequate drivers (and seatbelts) but also this will ensure the participation of everyone in the dreaded “breaking camp”. The cooperation of everyone is appreciated.

**Troop Chartered Organization:** A Troop’s chartered organization is its sponsor. A sponsor provides meeting facilities as well as other types of support for the troop, its members and activities. Our chartered organization, through most of our existence, has been Our Lady of Sorrows, Catholic Church of Farmington. Even though we are a church-sponsored troop, our members come from many different faiths. The twelfth point of the Scout Law asserts that a “Scout is Reverent” and our troop recognizes the need to emphasize this. You do not have to be Catholic to be a member of our troop. In general, we will dismiss Scouts from our campouts on Sundays in time for them to attend the church of their choice with their families. We believe that this is important in helping to develop the true spirit of brotherhood.

**Aerosol Canisters:** All aerosol containers including but not limited to bug spray, deodorant, and body sprays are not allowed on any trip sponsored by Troop 110. If you have an aerosol canister it will be taken away from you on the spot. If you need to use bug repellent, deodorant, or any other type of person hygiene product you can use lotions or a roll-on.

# ADVANCEMENT

The following sections in italics are quoted directly from “ADVANCEMENT COMMITTEE GUIDE Policies and Procedures” Boy Scout publication # 33088 ©1989 Boy Scouts of America 2006 Printing. This publication guides all advancement activities and policies in Troop 110:

*“Advancement is the process by which youth members of the Boy Scouts of America progress from rank to rank in the Scouting program. Advancement is simply a means to an end, not an end in itself. Everything done to advance and earn these ranks, from joining until leaving the program, should be designed to help the young person have an exciting and meaningful experience.”*

*“Education and fun are functions of the Scouting movement, and they must be the basis of the advancement program.”*

*“A fundamental principle of advancement in Cub Scouting, Boy Scouting, Varsity Scouting, and Venturing is the growth a young person achieves as a result of his/her<sup>1</sup> participation in unit program.”*

*“Advancement Principles:*

- *Personal growth is the prime consideration in the advancement program.*
- *Learn by doing.*
- *Each youth progresses at his or her own rate.*
- *A badge is recognition of what a young person is able to do, not merely a reward for what he or she has done.*
- *Advancement encourages Scouting ideals.”*

*“The Boy Scout advancement program is subtle. It places a series of challenges in front of a Scout in a manner that is fun and educational. As Scouts meet these challenges, they achieve the aims of Boy Scouting.”*

*“Four steps of advancement: A Boy Scout advances from Tenderfoot to Eagle by doing things with his patrol and his troop, with his leaders, and on his own. It’s easy for him to advance if the following four opportunities are provided for him.*

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<sup>1</sup> References to “her” pertain only to the Venturing program, which is for boys and girls ages 14 – 21.

1. *The Boy Scout learns.*
2. *The Boy Scout is tested.*
3. *The Boy Scout is reviewed.*
4. *The Boy Scout is recognized.”*

Advancement is an important part of the planned quality Troop 110 program. A Scout learns by advancing. It teaches useful skills, leadership and service. It encourages him to learn, to achieve, and to mature. The advancement process documents the Scout's progress as he participates in – and finds success with – the Scouting program. As soon as possible after joining, a Scout should complete the Joining Requirements on page 4 of the Boy Scout Handbook. He is then given his first Scoutmaster's conference – a special first meeting that will give the boy an understanding of Scout principles, troop expectations, and an opportunity for them to get to know each other. Completion of these requirements allows the youth to earn the rank of Scout and receive the Scout patch to wear on the left pocket of his uniform. This is the beginning.

Advancement is registered in levels called Rank. These first three ranks (Tenderfoot, Second Class and First Class) ~~emphasis-emphasize~~ basic scout skills. The higher (Star, Life, and Eagle) emphasize leadership and service. The first three ranks are completely covered in the Scout Handbook with all the information needed for each requirement. The Scout handbook ~~is~~ the best resource for information he will need from Scout to First Class. While each boy progresses at his own rate, it is strongly encouraged that new boys strive to become First Class within one year of joining the Troop.

All Requirements for advancement are tracked using the Boy Scout Handbook. The Advancement Chair then maintains the information through use of computer software and provides periodic specific reports on each Scout's advancement to [Great Lakes Clinton Valley](#) Council for recording. The Scout should bring his Handbook to all functions to have requirements signed off and dated, as they are satisfied. The Scout is required to turn in a ~~Xerox~~ ~~photo~~ copy of the signed off page(s) of advancement (of the scout Handbook) to the Advancement Chairperson. This insures his records are up to date and he has a duplicate copy (instead of the book itself) to work from. It is the Scout's responsibility to make sure the Advancement Chair has the proper paperwork so that his advancement can be properly registered. As soon as the rank requirements or the Merit Badge ~~B~~blue eards are signed off, please turn them in immediately.

## **Advancement Opportunities:**

Troop 110 now offers a number of opportunities to each and every Scout regardless of rank or age. The Scouts are strongly encouraged to take advantage of these great opportunities:

**Summer Camp:** New boys will have the opportunity to quickly move through the early ranks in a program offered by most Boy Scout summer camps designed specifically for 1<sup>st</sup> year Scouts. These programs, called “Baden Powell” or “Path” by two of the summer camps we often attend, teach the new Scout many of the required skills as well as bring a basic understanding of what the Scouting program is all about (Not to mention that it is FUN). Summer camp is the best way to learn how Scouting works. First-year boys will be

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assigned to this program at summer camp. While first-year boys can work on merit badges it is strongly encouraged that they concentrate on rank requirements until they become First Class Scouts.

Older boys also have an opportunity at summer camp for advancement. They will be offered merit badge classes ranging in subjects from water sports, shooting sports, handicraft, pioneering etc. It is possible to complete ~~three or four~~ or five merit badges while at summer camp. [Prerequisites are required for some merit badges. These should be completed before camp begins.](#)

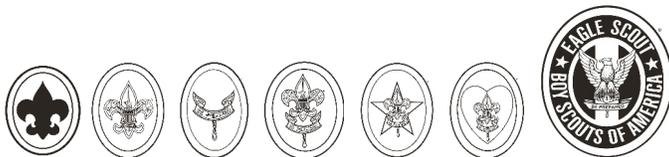
**Troop Campouts and Camporees:** Weekend campouts are great opportunities for Scouts to work on advancement and to learn and practice necessary skills. They are also great opportunities for the Scouts to have a Scoutmaster's Conference and Board of Review.

**NESA Advancement Day:** This chapter of the National Eagle Scout Association (NESA) sponsors an annual Advancement Day each fall. It is held at a local campground and enables those Scouts who come prepared with the prerequisites to visit with a number of merit badge counselors and earn a variety of merit badges or finish those incomplete Blue Cards from summer camp in one day. There are many rank requirements offered for the new Scouts as well. [\(Should we eliminate this paragraph? I sometimes here about merit badge days, but I haven't heard of anything sponsored by NESA\).](#)

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**Troop Meetings:** ~~Occasionally.~~ Often, our troop has an expert come in and speak to our scouts. These people may be merit badge counselors, and adult or parent who has knowledge of a subject, or other authorities in a specialized field. They will offer a presentation that will allow boys to either individually follow up on that merit badge with them, or pursue the badge through someone else. This has been done, as an example with Hiking Merit Badge, Swimming Merit Badge, Emergency Preparedness, as well as others. Some troop meetings are scheduled to allow advancement opportunities for specific skills needed for Tenderfoot, Second Class, and First Class ranks.

**University of Scouting:** [Great Lakes Clinton Valley](#) Council usually offers this opportunity where adults can learn about many aspects of scouting and have many opportunities for education.



## The Advancement How-To's:

The path to Eagle is long and often difficult but the procedure is always the same.

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Follow the steps and your path will be easier. Remember though: For you to get the reward it is you who must do the job.

**For Rank Advancement:** Take advantage of troop-offered advancement opportunities: summer camp, campouts, [merit badge opportunities](#), ~~NESA day~~, troop meetings, etc. Often the Scout Handbook can be signed and dated during these occasions. When all the requirements have been signed and dated it is time to ask the Scoutmaster for a Scoutmaster's Conference.

**The Scoutmaster's Conference:** When the boy has completed all of the skill requirements of that rank and has all requirements for that rank initialed and dated by an authorized person (except Scout Spirit, Scoutmaster's Conference, and Board of Review), he will then have a Scoutmaster's Conference. The Scout will wear a full and complete field uniform to this part of the requirement. The Scoutmaster will take this opportunity to reflect on this advancement and encourage continued growth. If the Scoutmaster feels confident that the scout has demonstrated the knowledge and skill required, he will initial and date the Handbook and arrange for a Board of Review. Only the Scoutmaster or his designee is entitled to sign off on the requirement that a Scout has shown "Scout Spirit", Scout Spirit is a requirement for each rank above the rank of Scout.

**The Board of Review:** When a Scout has completed all the requirements for a rank, including Scoutmaster's Conference, he requests [that the Advancement Chair schedule a Board of Review.](#)<sup>2</sup> The scout appears in full field uniform before a Board of Review. This group is composed of at least three and not more than six members of the troop committee. The review has three purposes:

1. To make sure that the work has been learned and completed.
2. To find out what kind of experience the boy is having in his patrol and troop.
3. To encourage the Scout to advance to the next rank.

This is not a test. It is a [review](#). The review is conducted at a convenient time and location usually at a meeting or [preferably at](#) a campout in a relaxed atmosphere. It is a great opportunity to determine the Scout's attitude and his acceptance of scouting ideals. Scoutmaster, Asst. Scoutmasters or relatives and guardians may not serve as members of a scout's Board of Review. Other adults are strongly encouraged to take part in this last step of advancement when called upon. A Scout achieves his new rank when he satisfactorily completes his Board of Review and not when the award is presented at a Court of Honor. The Scout must provide a copy to the Advancement Chairperson of his signed Scout Handbook so that it can be officially registered.

**Advancement Cut-off:** In order to provide the Advancement Committee with the proper time needed to register scout advancement with [Great Lakes Clinton Valley](#) Council as well as to have proper time to obtain and prepare presentation materials, the troop sets a date for all advancement paperwork to be turned in to the Advancement Chair. This is called the cut-off date and is listed in the Troop Calendar. The cut-off date is 3 weeks prior to a scheduled Court of Honor date. In order for a Scout's advancement to be recognized at a Court of

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<sup>2</sup> In the week prior to Advancement Cut-Off, requests for Boards of Review must be made directly to the Advancement Chair with 36 hours notice.

Honor, he must submit the advancement information on or before to the cut-off date.

**Courts of Honor:** Courts of Honor are special ceremonies where Scouts are recognized for their advancement achievements. You will be presented with your new rank, merit badge, or special awards that you have earned. Courts of Honor are open to families, friends, and other guests. Your parents are also part of this ceremony and will want to attend to see you receive your award.

**Eagle Rank:** The Eagle Rank is the highest rank that a Boy Scout can achieve and the pinnacle of a Scout's career. Although exact statistics are not kept, only about 5% of all boys who join a Boy Scout troop achieve this rank. There are 12 Steps from Life to Eagle and very specific procedures and guidelines must be followed. For this reason, considerable resources are available to Scouts working on their Eagle rank, both from the BSA (local district and council, as well as other districts and national) and from Troop 110:

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**Eagle Advisor:** Every Troop 110 Life Scout is assigned an Eagle Advisor to counsel and guide the scout through the process. This may be the Advancement Chair but could be another adult who is identified to work with a particular Life scout.

**Life to Eagle Seminar:** The process of working on the Eagle rank, and especially the application process for the Eagle rank, is quite different and more complex than for other ranks. There are very specific procedures that must be followed. Life to Eagle seminars are given occasionally by the Troop as well as by various districts within and outside of [Great Lakes, Clinton Valley](#) Council. Life scouts and their parents are strongly encouraged to attend one of these seminars to learn about the process and to [en](#)sure that the Trail to Eagle goes smoothly.

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**Eagle Court of Honor:** When a boy reaches Eagle, Scouting's highest award, he will be recognized at a special Court of Honor. Troop 110's Advancement Chair has a copy of [The Eagle Court of Honor Book](#) which may be borrowed as the Eagle's family prepares his Eagle Court of Honor. For any Scout receiving his Eagle in Troop 110, an amount of up to \$150 will be provided by the troop to help the family of each Eagle Scout cover expenses for the Eagle Court of Honor. Some families who have already organized an Eagle Court of Honor may be able to provide some guidance. [Also](#), some of the Troop 110 Eagle Courts of Honor have been videotaped and viewing these may also help in planning.

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## Merit Badges:

There are ~~about~~ [approximately](#) -120 merit badges currently offered by BSA. There are twelve specified or required merit badges plus 9 additional elective badges (his choosing) that a Scout must earn to become an Eagle Scout. A Scout may earn merit badges several different

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ways including the previously mentioned Summer Camp, [NESA Day merit badge workshops](#) and Troop organized events. Usually, the Scout makes arrangements to meet with a merit badge counselor on an individual (or small group) basis. It is the Scout's responsibility to make these arrangements, not other boys, Scouters, or parents. Merit badge counselors must be registered with and certified by the BSA Council

These are the steps a Scout must follow to earn a merit badge:

- The Scout selects a merit badge he would like to earn.
- He discusses this with the Scoutmaster who will then assign him a counselor (and give the scout the counselor's phone number) and issue the Scout a merit badge application or Blue Card.
- The Scout will call the counselor and make arrangements to meet.
- The counselor should explain the requirements to the Scout. The Scout and his buddy then meets as appropriate with the counselor until the Scout completes the badge's requirements.
- After completing all the requirements – no more and no less – the counselor will sign and date the Blue Card and give it to the Scout who will give it to the Advancement Chairperson. It is the Scout's responsibility to see that this card is officially registered with the Advancement Chairperson.
- It is the Advancement Chairperson's job to register the Blue Card with the local council.
- The Scout has officially earned the merit badge at that time and will be recognized at the next Court of Honor.



**Scout Buddy System:** When seeing a counselor it is policy to adhere to BSA Youth Protection Guidelines which require a “buddy” accompany him. His “buddy” could be another Scout wishing to earn the same merit badge, a parent or guardian, older sibling, or a friend or relative. Please refer to the section entitled “Youth Protection”.

# Scout Bucks Savings Program

Scout Bucks are funds held by the Troop on behalf of the Scout. Scout Bucks may be used to pay for monthly campouts, summer camp, high adventure outings, and upon approval from Troop Committee, for appropriate scouting gear.

Scouts earn Scout Bucks by participating in certain fundraisers and sharing in the profit. The profit is divided between the Scout, the Troop General Fund and the Troop Equipment Fund. The Troop Committee reserves the right to temporarily adjust the split ratio as Troop finances require.

The split ratio is established as	20% - Equipment Fund
	40% - General Fund
	40% - Scout Bucks Allocation

Monies shall be accounted and balances made available, upon request, by the Treasurer. Generally, transfers are made electronically within the accounting system.

Scouts leaving the Scouting program forfeit all Scout Bucks to the Troop Equipment fund. If a Scout transfers to another BSA unit with or without a Scout Bucks program, the Treasurer will coordinate a transfer to the new unit's account on behalf of the Scout. A Scout that completes the rank of Eagle and exits the Troop because of age shall have his remaining Scout Bucks reimbursed.

Examples of splits:

Time served basis (e.g., Pancake Breakfast):

6 hours total time  
10 Scouts participate in 3 shifts of 2 hours (Scout serves 2 hours)  
Net Profits = \$1000.00  
Equipment Fund = \$ 200.00  
General Fund = \$ 400.00  
Scout Bucks = \$ 400.00

\$400 / 60 total man-hours= \$6.67/hr  
Scout earns \$6.67 x 2hr = sb\$13.33

Group basis (e.g., Car Wash)

5 Scouts participate in Car Wash  
Net Profit = \$ 200.00  
Equipment Fund = \$ 40.00  
General Fund = \$ 80.00  
Scout Bucks = \$ 80.00  
\$80 / 5 Scouts = sb\$16.00

Individual Contribution (e.g., King Kan)

Scout contributes = \$ 50.00  
Equipment Fund = \$ 10.00  
General Fund = \$ 20.00  
Scout Bucks = \$ 20.00

NEW – some fundraisers require adult help, so scouts parents can earn scout bucks on behalf of their scout's by signing up prior to and participating in the fundraiser. The number needed maybe limited and will be determined by the adult in charge of the event.

Note: Popcorn is handled differently and will have separate information published at the time of the fundraising event.

# Training

Part of our troop's mission is to elevate the leadership of the Scouts. This is primarily done through training. There are several ways in which this training is done:

**Troop Junior Leader Training:** Once a year (and usually in the early fall) the youth leadership (patrol leaders and their assistants) along with the Scoutmaster and Assistant Scoutmasters have their own training weekend. This is an "introduction to leadership" campout focusing on such things as team building, using duty rosters, organizing patrols, discussing some of the coming year's events. The presiding Senior Patrol Leader conducts it.

**National Youth Leadership Training:** NYLT is an advanced youth-training session that spans a whole week [or two long weekends](#). It is a council-level training conference that usually convenes the first or second week of July at a special training site at Camp Agawam in Lake Orion, Michigan. Here the emphasis becomes more intensive focusing on 11 separate leadership skills as well as the Patrol Method. This is not only a classroom experience but hands on approach to camping, cooking, pioneering and fun. For those boys who are at least one year experienced, [First Class](#) and are showing a strong interest [in pursuing](#) this kind of leadership training – this will be a great learning opportunity. Each year our troop will recommend several of our boys for this training and pay fifty percent towards the cost, we believe that what the boy learns [who he](#) will bring back to the troop, and we can all benefit from his experience.

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The scouts don't have all the fun! The adults have opportunities too! Interested adults can be trained in a number of different ways. All registered Scout leaders including Scoutmaster, Assistant Scoutmasters, and Committee members are encouraged to take part in any of the following ways.

**Fast Start Training:** this lays the foundation to guide you through three basic topics: The Troop Committee, the Troop Meeting, and the Outdoor Program and is a great beginning in participating in your son's troop.

**Adult Fundamental Training:** For those who would like to learn how to tie a few knots, some outdoor cooking techniques, how to read a compass as well as understand the Patrol Method and how a troop really operates, one of the best programs you will find in Fundamental Training. Upon completion, you may wear the "Trained" patch on your uniform.

**Leader Specific Training:** Each leadership position has specific training associated with it (i.e. Scoutmaster, Troop Committee, etc.) Adult leaders are encouraged to participate in such training as may be applicable to their specific position within the troop.

**Woodbadge of the 21<sup>st</sup> Century:** This course is an advanced multi-day training opportunity for the Scouter er who has completed Fundamental Training.

**Other:** Additional supplemental training opportunities include **Okpik** (cold weather camping) **First Aid, CPR, Scouter's Conference, Primitive Camping** and others.

**Costs:** On an annual basis, moneys will be set aside to help defray the costs of adult training as decided by the Committee based on the needs of the troop. It is strongly encouraged that adults consider training as a great way of supporting their son's troop. Because it benefits the unit, as well as the adult, the troop will help pay the cost of the training as needs and treasury allows.

▲ -----

~~Scout parents, you may have noticed that some of the older scouts in the troop have name tags that~~ **Formatted: Underline, Strikethrough**  
~~lost our vendor and have not provided them to the last couple of years. We hope to have a new vendor~~  
~~soon and are trying to get an order placed so the Scouts have them before summer camp.~~  
~~Before ordering a tag I would like to know how your son would like his name displayed.~~  
~~We do not have a record of who has received one, if your son has not received unnamed take please~~  
~~respond to this e-mail with how you would like his name displayed.~~

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~~plan on providing all the new scouts with the name tag. You can see an example of the old one attached. Before ordering a tag I would like to know how your son would like his name shown on the name tag.~~

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## Youth Protection

The Boy Scouts of America is an organization dedicated to building character, citizenship, and improving physical fitness. In support of these ideals, the organization has clearly defined guidelines that reflect our responsibility in protecting our youth from any of the four basic types of abuse: child neglect, emotional abuse, physical abuse and sexual abuse or molestation. Current National BSA policy requires that [every registered adult and every adult attending a campout or youth activity at least one registered adult in each Quality Unit with the](#) Troop be trained in youth protection. Most sexual abuse can be prevented if young people know and follow these three R's: recognize, resist and report. In addition to carefully choosing adults to be leaders, the BSA has in place

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several keys to avoid the opportunity for sexual abuse.

**Two – Deep Leadership:** There will always be at least two adults present at any Troop activity.

**Buddy System:** Each Scout will work under adult supervision only with a buddy. The buddy may be another scout, older sibling, parent or friend. There is no one-on-one adult/youth interaction.

**Privacy:** Privacy for youth members will be respected in situations such as changing into swimsuits and showering. Adults, in similar situations, should also protect their own privacy.

**Proper Attire:** NO skinny-dipping.

**Hazing:** Initiation rites and hazing are prohibited in Scouting.

**Training:** Education and training give proper guidelines to adults and leaders. Participation in Youth Protection Training (Boy Scouts and Catholic Church Youth Protection Training) is required of **all adults** that want to participate in troop events.

**Criminal Background Check:** Our Charter Organization requires all parents ~~that have children in the troop~~ that participate in scouting activities, to go through a Criminal Background Check. This is done by completing a form and turning it into the Membership chair.

**Protecting Gods Children:** Our Charter Organization requires all parents who work with children in the troop, or that participate in scouting activities take this training class. You must register on line before attending any session at [www.virtus.org](http://www.virtus.org). If you have any question please contact the Troop Membership Chair. This training is required of any adult within our troop who works directly with the scouts in anyway.

Participation in scouting events includes: Camping with the troop, Driving non-related scouts to or from camping events, serving as a adult leader, or any other event that would put an adult in a position of being alone with a non related scout.

It does not include: attending scout meetings, court of honor, service projects.

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~~**Changes to this document:** Any proposed changes to this document, must be submitted in writing to the troop committee at least 1 week prior to the committee meeting. The item will be added to agenda at the discretion of the committee chair, depending On time constraints and other agenda items :~~

~~Current Committee Chair is Bruce Williams is E-mailis: [BAWilliams01@yahoo.com](mailto:BAWilliams01@yahoo.com)~~

Change log

~~3-26-2017 - BAW change gas reimbursement policy for campouts per committee meeting in February.  
Also corrected address to Troy Scout Shop.~~

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