

# THE TROOP 217 HANDBOOK

2012



*To prepare young people to make ethical choices over their lifetime  
by instilling in them the values of the Scout Oath and Law.*

## Boy Scouts of America

**Troop 217**

**Bakersfield, California**

**Chartered by St Philip the Apostle Church**

**Visit us on the web at:**

*The Troop 217 Handbook*

*Recommended reading for all Scouts and parents!*

*Updated: April 1, 2012*

# Our Goal:

*Offer a program of responsible fun and adventure, while at the same time training our young people in the skills of citizenship, service and leadership.*

## Introduction

### ***Welcome to Troop 217!***

Thank you for your interest in having your son join our Troop. We'd like to take this opportunity to inform you of how our Troop operates. If after reading, you have questions - please feel free to ask.

Troop 217 has been chartered to St. Philip the Apostle Church since February, 1981, and has received the Quality Unit award for many years. Our parents and Scouts are proud to be members of this unit.

To keep our troop strong, growing and proud we have instituted several policies over the years. If your son joins Troop 217 you and he will be expected to adhere to these policies.

## Parent Participation

While a Boy Scout Troop is a boy-run organization, it requires active parent participation. Parents serve as Assistant Scoutmasters, Merit Badge Counselors, Committee Members, and Project Coordinators and helpers. We always need drivers and adults to accompany the Troop on camp outs, hikes and other activities. Moms, Dads, siblings are always welcome, however they will be required to camp in the adult/family campsite. Registered members are covered by our insurance only.

Parents are expected to assist in any of the above capacities. Be prepared to participate in / be in charge of at least one activity, event or fund raiser annually.

We would also like you to join the Troop Committee, which helps make decisions about how the Troop runs. The Troop Committee usually meets on the

**1<sup>st</sup> Sunday of each month at 5:30pm in Logan Hall.**

## Troop Committee

The Troop Committee is a group of adults, generally parents/guardians of the Scouts, who provide support and guidance to the troop. All troop parents or guardians are considered members of this committee. Troop committee positions include:

**Charter Organization Representative** – Liaison between the troop and Chartering Organization

**Troop Committee Chair** – Head of the troop committee.

**Scoutmaster** – Oversees the operations of the troop.

**Assistant Scoutmaster(s)** – Advisor to assigned Patrols and assists the Scoutmaster, also substitutes as Scoutmaster in his absence.

**Troop Committee Member(s)** – Registered volunteer helping with the troop business

**Advancement Chair** – Administers the troop advancement program, maintains records and prepares advancement reports for the council.

**Fundraising Chair** – Organizes fund raising projects to meet the troop needs.

## Troop 217 Organization

Troop 217 is associated with the Southern Sierra Council, Meridian District, in the Western Region of the Boy Scouts of America (<http://www.sscbsa.org/>).

The District is the geographic area in which a troop is located. A district may cover one or more neighborhoods in a big city, or it may cover several counties in more rural areas.

The Council is a group of one or more Districts. A Council has a professional staff and volunteers that help make the individual troops successful. Southern Sierra Council is composed of 5 Districts, which cover Kern, Inyo and Mono counties.

Every Boy Scout Troop has at least one Chartering Organization, which assists the troop by providing a meeting place, guidance, leadership, and financial assistance, if needed. Saint Philip the Apostle Church proudly charters Troop 217.

## Troop Background

Boy Scout Troop 217 was formed in Bakersfield, California on February 1981. Over the years, Troop 217 has had 52 Scouts achieve the rank of Eagle as of Mar-2012.

## Troop Structure

Troop 217 is run by the Senior Patrol Leader and is divided into several small groups called patrols. The Senior Patrol Leader is elected by the troop. His position has a 12-month term; the boy must express a desire to hold the position prior to the troop elections; he has the approval of the Scoutmaster to be the Senior Patrol Leader and the boy must agree to honor the attendance requirements set up by the Scoutmaster.

Other Troop positions include:

**Assistant Senior Patrol Leader** – Substitutes for SPL in his absence,

**Quartermaster** - equipment control,

**Troop Guide** - assists younger scouts through the program,

**Chaplain's Aide** – Troop meeting prayer & religious duties,

**Historian** - documents troop activities,

**Librarian** - maintains troop library,

**OA Representative** - attends OA meetings and relays information to troop members,

**Scribe** - record keeper/publisher.

**Junior Assistant Scoutmaster** - available to any Eagle Scout who has reached the age of 16.

These positions are appointed annually troop elections based on interest shown by the boy and each boy's need for leadership for rank advancement.

## Patrol Structure

A patrol is a group of 6-10 boys who camp together and participate in troop activities together. If the number of boys in a patrol changes due to growth or attrition, the Scoutmaster may form a new patrol or combine existing patrols as needed. A Scout may make a request to change patrols to the Senior Patrol Leader and the Scoutmaster, who will then decide if the change is justified.

Each patrol has a Patrol Leader. The Scoutmaster at the beginning of the school year appoints this position of responsibility. The Scoutmaster will not select a boy who has not expressed a desire to hold the position or who has not agreed to take the position under the guidelines set by the Scoutmaster. Patrol Leaders are engaged into a training program with the Assistant Scoutmaster and Senior Patrol Leader providing the training for each Patrol Leader.

## **Patrol Method**

The troop operates under a system used in the Boy Scout program called the patrol method. Under this system, the **"chain of command"** is as follows.

**1] Scoutmaster (& Assistants)**

**2] Senior Patrol Leader**

**3] Assistant Senior Patrol Leader**

**4] Patrol Leader**

**5] Patrol Members**

Any questions, concerns, problems should be addressed **up the chain**.

The boys can only learn leadership skills if they are given the opportunity.

Your son should be the one doing the contacting, with your parental support.

**ALWAYS USE THE CHAIN OF COMMAND !!!**

If the issue is not resolved using the chain of command, keep trying numerous times to get a resolution from your immediate leader. If this fails to get an acceptable resolution, only then go up the chain to the next leadership position and explain how the leader below them failed to resolve the issue. Keep pursuing the issue with this leader until he gets the issue resolved.

Each level of leadership is responsible for the actions and responsibilities of the leaders below them in the chain of command. This method has been used successfully in the BSA for over 100 years. Use it. It works.

## Membership Fees and Dues

Yearly Troop Dues of **\$50.00** per scout are collected for the next calendar year in November. This money is to cover the cost of equipment and any awards or patches the boys earn during the year. Please make every effort to ensure that these dues are paid in a timely manner. Remember – “A Scout is Thrifty”. A Scout should understand the fees associated with scouting and he should work to help earn the necessary fees.

Registered Adult Leaders and Committee members will need to pay yearly re-chartering fee of \$15.00. Merit Badge Counselors will need to fill out a registration form and information sheet once each year. No fee is required for Merit Badge Counselors.

The following is a breakdown of annual fees & dues:

	<u>1st Scout:</u>	<u>2<sup>nd</sup> Scout:</u>	<u>Registered Adult Leaders &amp; Committee Members</u>
National registration:	\$15	\$15	\$15
*Boy's Life Magazine:	\$12	N/A	Free Scouter Magazine
Troop Dues:	\$50	\$50	\$0
	<hr/>	<hr/>	<hr/>
Total Fees -	<b>\$77.00</b>	<b>\$65.00</b>	<b>\$15.00</b>

All fees are paid in November for the next calendar year.  
Fees are prorated if a scout joins in mid-year.

\* = Only 1 subscription per family required.

## Uniform Items

The following uniform items are available to purchase from the troop.  
A check must be included with your order.

Troop Neckerchief	\$ 7.00
217 1-piece unit #	\$ 1.50
Troop Hat with patch	\$ 7.00
Class B T-shirt w/patch	\$ 7.00
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Total of all items:	\$ 22.50

**Grand Slam Special - Order all 4 items together for only \$20.00**

## Camp Kern

Camp Kern has been Troop 217's traditional summer camp. The Southern Sierra Council has a strict policy regarding registration, payments and refunds for units attending Camp Kern. In view of these policies, Troop 217 policy for scouts signing up for Camp Kern is:

Sign up for the following year's Camp Kern will be available during the December Court-Of-Honor. Your scout's name on this sheet indicates your commitment to pay all fees for this activity. As of 2011, \$200 of the total fee is non-refundable in the event your scout cannot attend this camp. In the event that a replacement to attend the camp is not found, the total amount for the camp shall be paid by the scout. Fees are due by the deadlines in section 2. Failure to contact the committee chair before the deadlines in section 2 with any changes will result that you will lose any deposit paid and be required to pay any fees owed.

The fee due dates are as follows:

Space deposit	\$50 – in January
Camper reservation deposit	\$150 – in February
Balance Due	<u>\$150</u> – due in March
Total fee ----->	\$350

*If the total fees not paid by the end of April, the total cost increases to \$370*

## Fund Raising

Scouting can be expensive at times. To help Scouts earn their way, Troop 217 has several fundraising activities that can allow an active Scout to earn most of his fees for the year.

Campouts and other Troop activities will require funds in addition to the annual fees. Troop 217 holds one Fall fundraising event each year and two Pancake Breakfasts each year. Scouts will have the opportunity to earn money for their individual accounts during the scouting year from these 3 activities. Additional fundraisers may be held as needed.

The proceeds of the Pancake fundraisers are divided among the boys who work at this activity each year. The purpose of the account is to allow the boys to earn money for camping fees, High Adventure trips, the purchase of Scout uniforms, camping or hiking gear (shoes, boots, tents, backpacks, etc.).

Our big fund raiser this previous year was BSA popcorn sales. This activity took place from October-November. All profits from the sales will typically go to the Scouts doing the selling. Some Scouts have paid their Camp Kern fees with this fund raiser.

## Individual Accounts

Scouts will be eligible to receive any funds he has accumulated in his troop account to apply to his troop related fees. This includes camp registration fees and transportation fees. The scout will be eligible to work in any fundraiser to add funds to his account up to the departure date for the long term of high adventure camp. Once the scout turns 18, BSA considers him an adult. The

beginning of the scouting year, (September 1st), that the 18 year old Scouter registers as a leader ends all financial assistance and fundraiser eligibility for the Scouter. (At this time all funds in his account revert back to the troop or to a younger brother in the troop.) Funds in an account can be shared by brothers and transferred to a brother's accounts. You must fill out the "Individual account transfer" form to formally use the funds deposited in your son's troop account.

When a scout leaves the troop, his funds will be held in the account for six months. During this time, the scout will be able to purchase any combination of camping gear or camping-related clothing/shoes and submit all the receipts for the camping gear in order to be reimbursed up to the amount remaining in his account. And after this time, the funds will revert back to the troop. Should a scout rejoin the troop after the six month time period, his account will have been reduced to a zero balance. Example: A scout drops out in 1996 and does not re-register in January 1997; his funds will revert back to the troop in July 1997. (See Appendix, Form 1)

If a scout does not pay his re-charter dues, the scout is considered inactive. His funds will be held in the account for six months. During this time, the scout will be able to purchase any combination of camping gear and submit all the receipts for the camping gear to be reimbursed up to the amount remaining in his account. The six-month rule applies, after which the funds will revert back to the troop. Should a scout rejoin the troop after the six month time period, his account will begin with a zero balance.

## Joining Troop 217

All boys are welcome to join our Troop. Previous scouting experience will be helpful, but is not mandatory. You do not have to be a member of St. Philip's Parish to belong to Troop 217. As part of our agreement, we do perform service projects for the church, and all Scouts are expected to attend and participate.

Before your son's application will be processed, he will be expected to attend 2 Troop meetings. After these 2 meetings to join BSA Troop 217, your son must do the following (as outlined in "The Boy Scout Handbook", Twelfth Edition, page 17)

- ✓ *Meet the age requirements – complete the fifth grade or be 11 years old, or earn the Cub Scout Arrow Of Light Award (must be under 18 years old).*
- ✓ *Complete a Boy Scout Application Form and health history, signed by a parent or guardian.*
- ✓ *Repeat the Pledge of the Allegiance.*
- ✓ *Demonstrate the Scout Sign, Salute, and Handshake.*
- ✓ *Demonstrate tying the square knot.*
- ✓ *Understand, and agree to live by the Scout Oath or Promise, Law, Motto, Slogan, and the Outdoor Code.*
- ✓ *Describe the Scout Badge.*
- ✓ *Complete the "How to Protect Your Children From Child Abuse: A Parent's Guide" pamphlet from the front of the "Boy Scout Handbook".*
- ✓ *Participate in a Scoutmaster Conference.*

Most Councils run Scout Stores where uniforms, books, and other scout supplies are sold. Southern Sierra Council has one Scout Shop called the TRADING POST. You can order items from the Boy Scout retail catalog through the TRADING POST. The TRADING POST is located at the Boy Scout office at 2417 M Street, Bakersfield, CA. Most all BSA items can be purchased there.

## Scout Handbook

*Boy Scout Handbook, Twelfth Edition* (It is recommended that the spiral wire-bound book be bought, if you are able, as the regular bound binding wears out with all the use!). This book should be brought to all troop activities and campouts. A protective cover (available from the scout store) is recommended.

## Troop Meetings

Troop meeting will be held on every Sunday nights at 6:30-8:00 PM at St. Philip the Apostle Church. We will usually have a meeting, unless there is a camp out on that weekend.

See the current Troop 217 Web Site at : [www.Troop217Scouts.com](http://www.Troop217Scouts.com). Scoutmaster Conferences and Board of Reviews will be held at regular meetings as required.

Scouts are responsible for what happens at the meeting, and should contact their Patrol Leader if they are going to miss a meeting. Learning to be responsible is part of what Boy Scouting is all about! The hour and a half long meeting is devoted to troop business. If the Scout needs a Scoutmaster conference, Merit Badge Counselor information, etc., he should come early, or be prepared to stay late. Each Scout should have a Boy Scout Handbook, notebook and pen/pencil.

## Troop Uniform

The Boy Scouts of America is a uniformed organization. Wearing the Boy Scout uniform shows a sense of belonging and pride in the Scouting movement. All members of Troop 217 are required to wear the approved uniform and insignia to all troop meetings and activities. Complete uniforms are expected for all Boards of Review, Doughnut Hosting, Pancake Breakfasts, etc. Adult leaders should set an example and wear the proper adult uniform.

Troop 217 Scouts are expected to look like Boy Scouts on all Troop activities. Scouts should be in full "Class A's" when traveling to and from campouts and other activities. The blue Troop T-shirts will be acceptable during the summer months. This will be announced at Troop meeting. In any case, "Class A's" will be appropriate at all times.

**Class A** : Khaki Scout shirt, red or green loops, Troop neckerchief, slide, Scout shorts, Scout belt and Scout socks. When weather is cold, clean, un-ripped, black or blue jeans will be acceptable. Under NO circumstances will any gang related clothing articles be allowed.

**Class B** : Troop blue T-shirts are required for Camp Kern. They will be available through the Troop. We have some in stock, and will assemble more in time for camp. They are also available in adult sizes for adults wishing to be part of the Troop.

We have an active uniform bank, and have many sizes of uniforms available. Please donate any uniforms that no longer fit to the bank. Troop 217 will supply any merit badges, and patches earned by a troop member. Any duplicate badges / patches (lost or duplicates for additional uniforms) will be paid for by the Scout. Regular civilian clothes, when worn, MUST reflect the spirit of scouting. It will be up to the leaders' discretion if a shirt is inappropriate.

## Troop Rules and Regulations

Troop 217 has established several troop rules and regulations, which are to be followed at all times by the boys. These rules are set for the safety of the boys and must be respected and

observed by the boys at all times. Remember to put into practice the 12 points of the scout law. The following rules are always in effect during Troop 217 activities and meetings:

- 1) The Scout Uniform is required during all scout meetings, while traveling to and from any activities, and during all scouting activities. Regular civilian clothes are only approved for Troop campouts after the final formation upon arrival.
- 2) The "BUDDY SYSTEM" is to be followed at all times.
- 3) Bows, arrows, ammunition, fireworks, and firearms of any kind, may not be brought to any scouting activity.
- 4) Under no circumstances may fireworks be brought to any scout activity.
- 5) Each boy must have successfully completed his Tote and Chip class prior to opening or using a knife, saw, or axe of any kind.
- 6) No sheath knives or fixed blade knives are permitted. The Scoutmaster must approve all knives, axes, saws, and hand axes. Any unapproved items will be confiscated and returned to the parent upon returning from the outing.
- 7) No matches, candles, cell phones, pets, or aerosol spray cans of any kind are to be brought to any scouting activity.
- 8) Scouts are not allowed to touch the controls of the stoves.
- 9) Scouts are not allowed to light any stove or lantern.
- 10) Scouts are not allowed to move a lighted any lantern at any time.
- 11) Scouts are not allowed to check or move any hot water from a fire.
- 12) No "HORSEPLAY" is allowed in the campsites.
- 13) No running in the campsites.
- 14) "Table sitting" is not allowed.
- 15) No throwing of objects of any kind (balls, sticks, Frisbees, etc.) is allowed in the campsites.
- 16) Boys are not allowed to leave the campsite after dark unless they have prior permission from a leader and have a buddy with them. Any boy(s) discovered away from the campsite after dark will be searched for. If the boy(s) is not found, he will be deemed missing and the boy's parents will be contacted by phone immediately (no matter what time it may be), to advise them on the situation.
- 17) Please remind your son that he is a guest in the car of the person providing transportation. The driver of the car is in charge, and what he says is the rule in his car. This means:

Seat belts are mandatory at all times while in transit to and from a scouting activity.

No throwing of objects in or out of the car.

No eating or drinking in the car unless PRIOR permission is given.

Do not distract the driver.

Loud, unruly, or obscene talk or gestures will not be tolerated.

A Walkman, MP3, Ipod, or radio with the earphones and/or handheld video games may be played in the car going to a scout activity. Upon arrival, they will be collected and locked in a car trunk. Remember the car trunk can get hot and the item may be damaged.

## **Disciplinary Action**

If any scout becomes in violation of any of the BSA or Troop rules or regulations, or has been repeatedly told by any of their leaders to correct an action, in failure of doing so can result in the scout being put on report. The disciplinary report should be filled out by the leader issuing the complaint. A copy of the report must be given to the scout, the scout's immediate leader, and to the assistant scoutmaster of their patrol.

## **Disciplinary Review Board**

The troop disciplinary review board consists of the Scoutmaster, Assistant Scoutmaster, Patrol leader. If a scout has been issued a disciplinary report, a hearing will be held by the disciplinary review board to discuss the violation(s) listed on the report. The scout in mention may have his parent(s) or guardian present at the hearing. After all sides have been heard, the board will recess to discuss the issue(s). When the board has come to a decision, will reconvene with the scout to deliver the outcome and corrective action. Corrective action can include probation, suspension, or dismissal from the troop.

## **Advancement**

The Boy Scout Rank Advancements are approved by the appropriate adult leaders. The Scoutmaster or his Assistants will be the one signing your son's book.

Advancement by scouts through the ranks of Scout, Tenderfoot, 2nd Class, 1st Class, Star, Life and Eagle, are strongly encouraged and necessary to help their development in scouting. There are some privileges awarded to those boys with higher ranks. These privileges are meant solely to reward boys for their achievements and to encourage other boys to strive for higher ranks. In order to assure that scouts and leaders have a clear definition of when and where ranking is appropriate these (4) instances have been chosen where ranking has been deemed appropriate:

- a) Choosing a troop tent for a campout.
- b) Initial selection of tent site or bunk selection upon arrival at a campsite or cabin.
- c) Place in food line upon completion of saying grace at campsite or cabin. (Excludes any eating establishment while in transit).

## Camp Out/Activities

Ideally, a Boy Scout Troop is a “Boy Run Troop”; the Scouts do all the event planning and take care of all Troop operations via the Patrol Leader’s Council (PLC). Troop 217 holds its PLC meeting in August when the year’s activities are planned. These meetings are not only for planning activities, but also for the boys to critique the activities and their own actions on an activity, to try to improve the program.

The Schedule is then printed and distributed to all Scouts. Your son is responsible to be aware of the schedule. Permission slips must be turned in the meeting before the event. A check is preferred, as the money will be turned over to the boys to buy food in preparation for the event. Any costs such as deposits, camp site reservations, food money, etc will not be refunded if the money has already been spent. The 10 essentials listed in the Boy Scout Handbook should be taken to all Troop activities. Candy or soda is not allowed on camp outs or in lunches. The Scoutmaster and another adult leader of Troop 217 are advisors to the Patrol Leader’s Council.

## Troop Web Site

Our troop has its own website (listed below). We encourage you to visit the site from time to time. At the site, you will find a calendar of upcoming scouting events. We would like to put some pictures on this website from time to time, showing our boys at campouts and the like. If you are willing to allow us to put pictures of your son on our website, please fill out, sign and return the back page of this booklet.

Troop 217 - .....	<a href="http://www.Troop217scouts.com">http://www.Troop217scouts.com</a>
St. Philip the Apostle Church – .....	<a href="http://www.stphilipchurch.org/">http://www.stphilipchurch.org/</a>
Southern Sierra Council - .....	<a href="http://www.sscbsa.org/">http://www.sscbsa.org/</a>
Boy Scouts of America (National) - .	<a href="http://www.scouting.org/">http://www.scouting.org/</a>
My Scouting (Scouter Web Page) - ..	<a href="http://www.myscouting.org">http://www.myscouting.org</a>

## Questions or Comments

We, as a committee, would like to thank the parents for their support. We encourage any questions or comments you may have regarding this Troop 217 Handbook. If you have a question or comment, please direct it to the Scoutmaster, Committee Chairman, or any other Committee member.

As you can see, Boy Scouting is not a “drop and run” activity for the parents of Troop 217 Scouts, Why not join in the fun your son is having with the Troop by coming along yourself? We all have a great time in Scouting.

A list of Adult leaders is below. Feel free to call or email if you have questions, but remember your son should be communicating with his Patrol Leader or Senior Patrol Leader.

## **Adult Leaders and Committee Members Contact Information**

Scoutmaster - Brad Norris <[bcnorr@aol.com](mailto:bcnorr@aol.com)> (661) 303-5277

Asst. Scoutmaster - (New Scout patrol)

Dominic Espitia <[dominic@323SLAB.COM](mailto:dominic@323SLAB.COM)> (661) 343-0270

Assistant Scoutmaster – (Intermediate patrol)

David Szabo <[Cszabo@bak.rr.com](mailto:Cszabo@bak.rr.com)> (661) 665-8405

Asst. Scoutmaster- (Senior patrol)

Jim Douglas <[JimDouglas3805@gmail.com](mailto:JimDouglas3805@gmail.com)> (661) 321-6731

Troop Charter Organization Representative -

Elizabeth Santos <[Efs930@hotmail.com](mailto:Efs930@hotmail.com)> (661) 993-0486

Troop Committee Chairman -

Steve Roach <[Sroach411@gmail.com](mailto:Sroach411@gmail.com)> (661) 304-5521

Troop Committee Secretary-

Jim Douglas <[JimDouglas3805@gmail.com](mailto:JimDouglas3805@gmail.com)> (661) 321-6731

Treasurer-

Tim Blazer <[Tblazer@bak.rr.com](mailto:Tblazer@bak.rr.com)> (661) 333-0975

Advancement Officer-

Rob Reed <[JReed62@bak.rr.com](mailto:JReed62@bak.rr.com)> (661) 809-0027

New Members Representative-

Jim Douglas <[JimDouglas3805@gmail.com](mailto:JimDouglas3805@gmail.com)> (661) 321-6731

Uniform Officer-

Angelica Braden <[Braden.Angelica@yahoo.com](mailto:Braden.Angelica@yahoo.com)> (661) 340-0813

Please fill out, sign this sheet in the appropriate places, and return to the Scoutmaster.

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(Print Scout's Name)

I have read and agree to follow the Troop 217 Parent Handbook.

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(Scout's Signature)

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(Date)

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(Parent's Signature)

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(Date)