



TROOP 183 HANDBOOK

Boy Scout Troop 183
Chartered to St. Michael's Episcopal Church
444 South Harbour Drive, Noblesville, 46062
Chartered January 1983
troop183.scoutlander.com

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.

SCOUT LAW

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

SCOUT MOTTO

Be Prepared

SCOUT SLOGAN

Do a Good Turn Daily

OUTDOOR CODE

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

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Boy Scouts of America 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.

The Aims of Scouting

The Scouting program has three specific objectives, commonly referred to as the "Aims of Scouting." They are character development, citizenship training, and personal fitness.

The Methods of Scouting

The eight Methods by which the Aims are achieved are listed in random order to emphasize the equal importance of each.

1. **Patrols:** The patrol method gives Boy Scouts an experience in group living and participating citizenship. It places responsibility on young shoulders and teaches boys how to accept it. The patrol method allows Scouts to interact in small groups where members can easily relate to each other. These small groups determine troop activities through elected representatives.
2. **Ideals:** The ideals of Boy Scouting are spelled out in the Scout Oath, the Scout Law, the Scout motto, and the Scout slogan. The Boy Scout measures himself against these ideals and continually tries to improve. The goals are high, and as he reaches for them, he has some control over what and who he becomes.
3. **Outdoor Programs:** Boy Scouting is designed to take place outdoors. It is in the outdoor setting that Scouts share responsibilities and learn to live with one another. In the outdoors the skills and activities practiced at troop meetings come alive with purpose. Being close to nature helps Boy Scouts gain an appreciation for the beauty of the world around us. The outdoors is the laboratory in which Boy Scouts learn ecology and practice conservation of nature's resources.
4. **Advancement:** Boy Scouting provides a series of surmountable obstacles and steps in overcoming them through the advancement method. The Boy Scout plans his advancement and progresses at his own pace as he meets each challenge. The Boy Scout is rewarded for each achievement, which helps him gain self-confidence. The steps in the advancement system help a Boy Scout grow in self-reliance and in the ability to help others.
5. **Associations With Adults:** Boys learn a great deal by watching how adults conduct themselves. Scout leaders can be positive role models for the members of the troop. In many cases a Scoutmaster who is willing to listen to boys, encourage them, and take a sincere interest in them can make a profound difference in their lives.
6. **Personal Growth:** As Boy Scouts plan their activities and progress toward their goals, they experience personal growth. The Good Turn concept is a major part of the personal growth method of Boy Scouting. Boys grow as they participate in community service projects and do Good Turns for others. Probably no device is as successful in developing a basis for personal growth as the daily Good Turn. The religious emblems program also is a large part of the personal growth method. Frequent personal conferences with his Scoutmaster help each Boy Scout to determine his growth toward Scouting's aims.
7. **Leadership Development:** The Boy Scout program encourages boys to learn and practice leadership skills. Every Boy Scout has the opportunity to participate in both shared and total leadership situations. Understanding the concepts of leadership helps a boy accept the leadership role of others and guides him toward the citizenship aim of Scouting.
8. **Uniform:** The uniform makes the Scout troop visible as a force for good and creates a positive youth image in the community. Boy Scouting is an action program, and wearing the uniform is an action that shows each Scout's commitment to the aims and purposes of Scouting. The uniform gives the Scout identity in a world brotherhood of youth who believe in the same ideals. The uniform is practical attire for Boy Scout activities and provides a way for Boy Scouts to wear the badges that show what they have accomplished.

Troop 183 Handbook

This handbook was prepared for the Scouts and families of Troop 183 to provide them with a high level overview of the Boy Scout program and the policies and guidelines of Troop 183. This handbook is intended to be a guide, but it is impossible to cover every possible situation that may arise. The Scoutmaster has the authority to suspend some of the rules when necessary. There are some policies that cannot be altered as mandated by the Boy Scouts of America. Common sense in applying these rules should cover most situations. Any decision of the Scoutmaster may be appealed to the Troop Committee.

Troop 183 Mission Statement

Troop 183 is an open organization committed to provide an outstanding and traditional Boy Scout program resulting in boys who are fond and proud of their Boy Scout experience all their lives while instilling in the Scouts the values of the Scout Oath and Law.

Philosophy of Troop 183

We believe the Boy Scout program works best when provided in the traditional Boy Scout way. The program has proven itself for more than one hundred years with millions of boys.

We intend to provide a traditional and orthodox Boy Scout program, which pursues the Aims of Scouting by following the Methods of Scouting.

We believe that regardless of the rank earned or the length of time a Boy Scout, each boy should experience an outstanding Boy Scout program that he will remember fondly and proudly all his life.

We believe that the Scout Oath and the Scout Law are our guidelines for conduct for all Boy Scouts, leaders and adults.

We believe that men and women equally have the right and responsibility to hold leadership positions in Troop 183 including Scoutmaster and Assistant Scoutmaster.

We believe that Boy Scouts benefit from association and leadership of women just as Scouts benefit from association and leadership of men. Good leadership transcends gender.

We believe in Reverence, the 12th Scout Law, as set forth in the bylaws of the Boy Scouts of America stating that every Scout and his leaders acknowledge a belief in God. In keeping with the philosophy of BSA, we support the boy and his family's belief and understanding of God and their way of worship. We do not adhere to nor endorse any religious faith over another religious faith and we welcome Scouts and families of all faiths. We agree that one important element of Reverence is respecting the beliefs of others, especially those most different from ourselves.

We are first and foremost a Boy Scout unit and Troop 183 is obligated to provide a rich and worthwhile Scouting program. We will not reduce, diminish or "water down," rank, award, or merit badge requirements.

Goals of Troop 183

"The patrol method is not a way to operate a Boy Scout troop, it is the only way. Unless the patrol method is in operation you don't really have a Boy Scout troop."

*Lord Robert Baden-Powell
Founder of Boy Scouts*

We are determined and committed to making the patrol the core unit and program for Troop 183.

Scouts are entitled to trained leaders and Troop 183 will provide 100% trained youth and adult leaders.

We will provide a 12-month outdoor Boy Scout program.

We will provide a 12-month program that provides all first year Scouts the opportunity to earn First Class rank by the end of the first year of Scouting and that continues to challenge experienced and older Scouts keeping them excited and interested in Scouting.

We will have one troop fundraiser per year to support the annual troop program and this fundraiser is planned and operated by the parents of the Scouts. This fundraiser is dependent on parents planning, leading and working the fundraiser. The fundraiser is operated with 2 goals: to raise funds for operating the troop, and to give a Scout the opportunity to earn his way in the program.

Community service and doing a good turn daily has been part of Scouting since its founding in 1908, and Troop 183 will select and participate in meaningful and worthwhile community service projects that benefit our community.

Joining Troop 183

Membership in Troop 183 is open to any young man, regardless of race or religion, who has earned the Arrow of Light Award and is at least 10 years old, or who has completed the fifth grade and is at least 10, or who is 11, but not yet 18 years old. You do not have to have been a Cub Scout to join Boy Scouts.

We invite parents and boys to visit troop meetings and ask questions prior to committing to join the troop. A boy may visit our troop meetings as many times as he wishes without joining. However, he must join the troop to participate in special activities and camping trips.

To become a member of Troop 183, the New Scout Registration Packet must be completed and turned in. Parents of new Scouts should meet with a troop leader (normally the Scoutmaster or an Assistant Scoutmaster) for a parent orientation to Troop 183.

Youth Protection and the BSA

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.

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 depends on having 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.

Effective June 1, 2010

- Youth Protection training is required for all BSA registered volunteers, regardless of their position.
- New leaders are required to take Youth Protection training before submitting an application for registration. The certificate of completion for this training must be submitted at the time the application is made and before volunteer service with youth begins.
- Youth Protection training must be taken every two years. If a volunteer's Youth Protection training record is not current at the time of recharter, the volunteer will not be reregistered.

Barriers to Abuse Within Scouting

The BSA has adopted policies on each of the following 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
- No one-on-one contact
- Respect of privacy
- Cameras, imaging, and digital devices
- Separate accommodations for youth and adults, as well as for male and female adults
- Proper preparation for high-adventure activities
- No secret organizations
- Appropriate attire
- Constructive discipline
- Hazing prohibited
- Junior leader training and supervision
- 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.

The "Three R's" of Youth Protection

The "Three R's" of Youth Protection convey a simple message to youth members:

- Recognize situations that place you at risk of being molested, how child molesters operate, and that anyone could be a molester.
- Resist unwanted and inappropriate attention. Resistance will stop most attempts at molestation.
- Report attempted or actual molestation to a parent or other trusted adult. This prevents further abuse and helps to protect other children. Let the Scout know he or she will not be blamed for what occurred.

Further details and resources are available online: <http://www.scouting.org/Training/YouthProtection.aspx>.

Parent or Adult Sponsor Responsibilities & Expectations

As with any volunteer youth organization, Troop 183 needs the active support of Parents to be successful. It is often said that if we have 20 Scouts in the troop, we have 20 listings on the “job chart.” These functions include Assistant Scoutmasters, Merit Badge Counselors, fundraising, advancement, Boards of Review, and people to assist Scouts in planning Courts of Honor, picnics, trips, etc. When your son joins the troop, we will ask each family to volunteer for at least one job with the troop. Also, each year in July, coincident with the annual troop planning, we will again ask for volunteers. With 100% support from parents, we are confident that we can provide the quality Scouting program that your sons deserve.

The role of parents within Troop 183 is to be supportive of the troop's efforts and to provide the atmosphere Scouts need to learn and excel. Furthermore, parents who choose to take an active part in their son's Scouting endeavors will find that he stays in longer and gets more out of the program. The responsibilities and expectations of Parents of Scouts in Troop 183 are the following:

- To read the Troop 183 Handbook and agree to abide by the policies set forth within the handbook.
- To read their Scout's Handbook and understand the Aims and Methods of Scouting.
- To actively follow their Scout's progress (or lack thereof) and offer encouragement and a “gentle push” when needed.
- To keep up with and read troop e-mail messages or handouts regarding troop meetings, campouts, and activities.
- To bring your Scout to weekly troop meetings and monthly campouts, as much as possible, considering that school academics come first.
- To understand that Boy Scouts is not a drop-off program but requires parent or adult support for the boy to have a good Scouting experience.
- To show support to both your Scout and the troop by attending Courts of Honor.
- To agree to support the troop (and your Scout) by volunteering to drive Scouts to campouts, support fundraisers, and to participate on parent teams as needed.
- To obtain the uniform, equipment, and supplies your Scout needs.
- To agree to abide by BSA established Safe Scouting guidelines at all times at troop meetings, outings, campouts, and while traveling to and from such activities.
- To agree to abide to BSA's Youth Protection policies for two-deep leadership at all times at all troop meetings, outings, campouts, and other activities. At no time may an adult or leader be alone with a Scout that is not that adult's or leader's child.
- To agree that when a parent or adult sponsor accompanies their Scout on a campout that the adult is there to work with and assist all the Scouts on the campout and not just care for his or her Scout.
- To understand that the Patrol Method is a way for your son to grow and develop his own leadership abilities within a group of similarly aged young men. Expect to see them stumble, pick themselves up, learn from their mistakes, and eventually succeed on their own, under the guidance of the troop's Scout and adult leadership.
- To quietly observe troop meetings and activities, or to conduct troop or personal business without disturbing the Scouts or the troop meeting.

Scout Responsibilities & Expectations

Troop 183 believes that providing advancement and personal growth opportunities are an obligation the troop has to each of its Scouts. That growth is also an obligation each Scout has to himself. Scoutmaster conferences are an important part of rank advancement and each Scout's growth. The Scoutmaster sits down with each Scout to review progress on advancement, interest, skills, and personal development. Following the Scoutmaster conference, the Scout sits before a “Board of Review” made up of Troop Committee members that hold similar conversations with each Scout in order to advance in rank. The Scout is completely responsible for his own advancement – it is not his parents' responsibility!

Responsibilities & Expectations of All Scouts

- Be Prepared.
- Be on time.
- Read and know the Scout Handbook, and bring it to all meetings and activities to be prepared for Scout skills training or advancement opportunities.
- Bring notebook and pen or pencil.
- Wear the appropriate uniform for troop meetings, outings, and activities.
- Respect troop and other units' youth and adult leaders, parents, and adult sponsors.
- Keep hands off other Scouts.
- Listen when others speak. You must first stop talking in order to listen.
- Contribute intelligently.
- Continue to learn Scouting skills.
- Know and practice the Scout Oath, Scout Law, and the Outdoor Code.

- Practice in deed and spirit.
- Treat troop and others' property with respect.
- Lead by example
- Pass on your knowledge to younger Scouts.
- Have fun.

Strive as a Scout to make an extra effort to build up your brother Scout. Put-downs are not tolerated. Enjoy the responsibilities of being a Scout, your accomplishments, and your troop.

Every Scout is expected to help fellow Scouts to achieve, learn new skills, and grow to become more responsible Scouts and young adults.

Responsibilities & Expectations of Youth Leaders

Each Scout elected to a leadership position is expected to do three things. Both the Scouts he serves, and the adults advising the troop, look for Scouts serving as leaders to excel in fulfilling these expectations:

1. Function in a position of responsibility.
2. Attend Troop Leader Training.
3. Assist younger Scouts with advancement.

Scouts in leadership positions are expected to:

1. Be proficient in the Scout skill areas including: knots, camping skills, First Aid, The Outdoor Code, and "people skills".
2. Work on advancement with younger Scouts at each meeting.
3. Be prepared to teach skills.
4. Know that it is okay to ask an adult for help when unsure how to handle a situation.

Troop 183 Code of Conduct

To ensure that all Scouts and Scouters have a good Scouting experience, the Troop Committee asks that all Scouts and their parents read and agree to abide by the Code of Conduct.

1. As a Boy Scout, I agree to obey the Scout Oath and Law.
The Scout Law: A Scout is Trustworthy, Loyal, Helpful, Friendly, Courteous, Kind, Obedient, Cheerful, Thrifty, Brave, Clean, and Reverent.
The Scout Oath: On my honor, I will do my best, to do my duty to God and my Country, to obey the Scout Law, to help other people at all times, and to keep myself physically strong, mentally awake, and morally straight.
2. I will follow all rules of the Boy Scouts of America (BSA), and Troop 183.
3. I will follow all safety rules.
4. I will listen to all leaders and do as they instruct me to, unless I feel uncomfortable, and I will then let that leader know that I am uncomfortable or I will let an adult leader know.
5. I will participate in all activities while in attendance, unless excused by the Scoutmaster or for medical reasons.
6. If I have any problems, I will inform my Patrol Leader. If I am not comfortable talking with him, or the Senior Patrol Leader (SPL), I will go to my Scoutmaster.
7. I will not humiliate my fellow Scouts in any way.
8. I will not use profane, vulgar, or rude language
9. I will not break or destroy troop or personal property.
10. I will show respect to all fellow Scouts and leaders. I will, in turn, receive respect.
11. I understand that not following these rules may disqualify me from advancement.
12. Rule violations will be handled by the Patrol Leaders' Council (PLC). In extreme cases, or when the PLC is unable to resolve the issue, Scoutmaster, adult leaders, and/or the Troop Committee will be involved. Each violation will be handled on a case-by-case basis.
13. All adults are also expected to comply with the intent of this Code of Conduct.

Consequence of Behavior

Level 1 - The following behaviors will require a one on one meeting between the Scout and Scoutmaster and may require a conference between the Scoutmaster and the Scout's parents or other adult guardian.

1. Violations of the rules.
2. Failure to participate in scheduled troop activities after you have committed to go.
3. Dishonest, rude, or discourteous behavior to any adult.
4. Use of abusive or profane language or gestures.
5. Trespassing into areas of the Church or areas at an activity site that are off limits.
6. Failure to pay dues, grub fees, High Adventure fees or fund raising money.
7. Uncooperative or disruptive behavior.

Level 2 - The following behaviors will require a meeting between the Scout, Scoutmaster, and the Scout's parents or other adult guardian and may result in suspension from activities pending a review by the Troop Committee.

1. Continuing problems with Level 1 behaviors.
2. Escalating arguments that cannot be resolved without intervention by others.
3. Threatening harm or injury to another person or another's property.
4. Harassment of a fellow Scout or any others the Scout may come in contact with while representing the troop or Scouting in general.

Level 3 - The following behaviors will cause immediate expulsion from the troop and all activities and will only be withdrawn pending a meeting with the Scout's parents or other adult guardian and the Troop Committee.

1. Continuing problems with Level 2 behaviors.
2. Use of tobacco, alcohol, or illegal drugs.
3. Any act of theft or vandalism.
4. Acts of assault, battery, or other intentional bodily injury.

Orders and Respect

Scouts are expected to obey all just and fair orders. Orders from senior Scout leaders and Assistant Scoutmasters are the same as orders coming from the Scoutmaster. All Scouts are expected to treat each other and adults with fairness and respect. Failure to follow orders may lead to discipline up to and including suspension from activities at the discretion of the Scoutmaster and termination from the troop at the discretion of the Troop Committee.

Control and Care

Scouts must remain within the premises of the weekly troop meeting, either at St. Michael's Episcopal Church or at the site designated for the specific troop meeting, and under the control and care of the Scoutmaster and his designees until picked up by a parent or authorized, responsible adult.

Scout Spirit Expectations

The troop members and participants (Scouts, leaders and families) are expected to commit themselves to attaining the primary aims of Scouting – Building Character, Fostering Citizenship and Developing Fitness. The Scouting Program does this through a variety of methods. The outcome of these methods should be behaviors which exemplify the Scouts "living the Scout Law" or "showing the Scouting Spirit". Demonstrating "Scout Spirit" is one of the requirements for all BSA rank advancement. Simplistically, this means that the Scouts demonstrate that they live the Scout Law in their everyday lives. Additionally, this means that there is an expectation that older Scouts will demonstrate "living the law". It also is defined as a good-faith attempt to take part in all troop meetings, Patrol meetings, Patrol Leaders' Councils (as appropriate), camping trips, fundraisers, parades, service projects, etc. as determined by the Scoutmaster and the Advancement Chair.

Additional information on Scout Spirit is included in the detailed Code of Conduct available on the troop website and on request.

Chartered Organization and Troop Property

All St. Michael's Episcopal Church and Troop 183 equipment and property must be respected and given the utmost care. Deliberate destruction of property will be either replaced or repaired by the Scout and his parents. And the offenders will be subject to consequences as defined in the Code of Conduct.

Best Interest of the Troop

It is expressly understood that the troop is not required to accept any young person as a member or, having accepted him, to retain him if, in the opinion of the Troop Committee, his membership is not in the best interest of the troop or Boy Scouting in general. Any troop member, youth or adult, may be removed from Troop 183 by a vote of the Troop Committee.

Hazing or Initiations

Troop 183 does not allow any form of hazing, initiation, or physical punishment. There are no secret organizations in the Boy Scouts of America.

New Scout Registration Packet

A New Scout Registration Packet is available on our website at troop183.scoutlander.com, may be emailed by request, and is also available as a hardcopy by request.

The New Scout Registration Packet contains:

- New Scout Joining Checklist
- Boy Scout Application
- Acknowledgement of Reading & Agreement to Troop 183 Handbook
- Acknowledgement of Reading & Agreement to Troop 183 Code of Conduct
- Informed Consent & Permission Agreement
- BSA Annual Health and Medical Record Form
- Vehicle, Insurance, & Driver's License Information Form
- Obstacles to Learning Form
- Uniform Components & Information
- Recommended Personal Gear & Clothing for Campouts (or, the New Scout's Necessities)
- Troop 183 Leadership Roster

Boy Scout Uniform

The uniform makes the Scout troop visible as a force for good and creates a positive youth image in the community. Boy Scouting is an action program, and wearing the uniform is an action that shows each Scout's commitment to the aims and purposes of Scouting. The uniform gives the Scout identity in a world brotherhood of youth who believe in the same ideals. The uniform is practical attire for Boy Scout activities and provides a way for Boy Scouts to wear the badges that show what they have accomplished.

Troop 183's uniform policy supports the aims and methods of Scouting. All Scouts and Registered Adults are strongly encouraged to wear the complete BSA Uniform as listed below.

Field Uniform (sometimes referred to as Class A)

- Official Boy Scout Shirt with appropriate and current insignia properly displayed;
- Official Boy Scout pants;
- Official Boy Scout socks;
- Official Boy Scout web or leather belt with official belt buckle;
- Troop 183 neckerchief;
- Neckerchief slide (slides may be any slide purchased at a BSA store or handmade by the Scout).
- Merit Badge Sashes are required for all Scoutmaster Conferences and Courts of Honor for ranks of First Class and higher; and special ceremonies and occasions as indicated by the Scoutmaster.
- Order of the Arrow (OA) sashes are to be worn for OA events, ceremonies, lodge or chapter meetings, troop OA elections, Spring Camporee/OA Callout, and at summer camp on OA Night but not for other troop meetings, activities, or events.
- At no time can two sashes be worn with the uniform. Nor should a sash (merit badge or OA) ever be worn folded and suspended from the Scout's belt.

Uniforms may be purchased at the Central Indiana Scout store:

Indianapolis Scout Shop
7125 Fall Creek Road North
Indianapolis, IN 46256
www.crossroadsbsa.org
(317) 813-7070.

Scout Shop hours are generally 8:30AM-7:00PM Mon-Fri and 9:00AM-3:00PM Sat.

New uniform merchandise may be purchased online from BSA at www.scoutstuff.org. There is a surprising amount of good used uniform merchandise available for auction on eBay at: www.ebay.com.

When approved by the Scoutmaster for the specific activity, the Activity Uniform may be worn.

Activity Uniform (sometimes referred to as Class B)

- Troop 183 or BSA t-shirt;
- Official Boy Scout pants;
- Official Boy Scout socks;
- Official Boy Scout web or leather belt with belt buckle;

Boy Scout Handbook

The Boy Scout Handbook is the Scout's "textbook" for Scouting. In the pages are 100 years of Scouting experiences to help the Scout advance and have a great time on his Scouting trail.

Each Scout is required to have and maintain his own copy of the Boy Scout Handbook.

A Scout's advancement is recorded in the pages at the back of the Scout Handbook. A Scout is responsible for asking the Scoutmaster, Assistant Scoutmaster, or senior Scout (where appropriate) to sign the Scout's handbook as soon as he completes any requirements. Each Scout should carefully safeguard his Handbook by clearly marking his name on the inside and outside and protecting it from the elements. A Handbook cover and a Zip-Loc bag are recommended.

Troop Meetings, Activities, Communication, & Calendar

Regular attendance at troop meetings and activities is expected for advancement. When a Scout is unable to attend troop meetings he should inform his Patrol Leader. Scouts who miss troop meetings are responsible for obtaining any information they may have missed.

Troop meetings are on Mondays from 7:00PM to 8:30PM. There will typically be three to four troop meetings monthly.

In the event of a Noblesville Schools closing due to inclement weather, the troop meeting will be cancelled.

Scouts participate by patrols at troop meetings. The Scout sign is used to call for order, quiet, and attention, and should be observed by both Scouts and adults.

Purpose of troop meetings:

- Learn new Scout skills;
- Practice or increase proficiency in Scout skills;
- Learn new ways to go Scouting;
- Prepare for troop campouts and outings;
- Develop leadership skills and experience; and
- To have fun.

Parents and adult sponsors are always welcome to attend troop meetings. However adults who are not assigned specific responsibilities by the Scoutmaster should be silent and non-participative observers who quietly sit in the back of the room. Adults who carry on conversations will be asked to take their conversation elsewhere as it is disturbing to the Scouts.

Troop Communications

Troop 183 communicates to parents, Scouts & adult sponsors through email and also through the troop website at troop183.scoutlander.com. Scouts & adult sponsors can find the troop calendar, various resources, links, and photos of past events on the troop website.

Troop 183 is a boy-led troop and as such, the Senior Patrol Leader gives out communication during weekly announcements at troop meetings. Patrol Leaders are then expected to keep their patrol members informed about troop events throughout the year.

If a Scout and his family do not have access to the internet or e-mail, they are to notify the Scoutmaster or committee chairman so another means of communication such as the U.S. Mail or phone calls can be utilized. For problems, suggestions, concerns or willingness to participate in the troop website, please contact the Scoutmaster

Staying in Touch

Each Scout is expected to keep in touch with his Patrol Leader by e-mail or phone. Patrol leaders should always know if the Scouts in the patrol will be attending troop meetings, campouts or attending other troop activities.

Cancellations

Should a troop campout or activity need to be cancelled due to an emergency caused by inclement weather or an illness then an announcement would go out using the troop email list and the leaders would also make phone calls to troop Scouts and families.

Troop Calendar

The troop calendar is maintained on the troop website at troop183.scoutlander.com. The troop also provides a one-page yearly calendar that is passed out at troop meetings.

FAQ's for New Scout Parents & Adult Sponsors!

What are my Scout's obligations as a Boy Scout?

- Have fun in Boy Scouts.
- Obey the Scout Oath and Law.
- Attend his troop meetings as much as possible and wear his uniform.
- Participate in patrol and troop activities.
- Work on advancement and merit badges on his own timetable to the best of his ability.
- Read this Troop 183 Handbook and "promise" to abide by the rules and policies of Troop 183.
- Wear the complete official Boy Scout uniform.
- Read and study his Boy Scout Handbook on an ongoing basis. It is a fantastic resource and many boys forget to use it after they are in Scouts for a while.
- Always bring to troop meetings his Boy Scout Handbook, his Scout Binder and pen and paper for notes.

As a Parent or Adult Sponsor of a Scout You Should:

- Support your Scout in Scouting.
- Volunteer to transport Scouts to activities and campouts.
- Volunteer to help on teams for fundraising, troop activities, attending campouts or outings or high adventure treks.
- Read and agree to the guidelines and policies in this troop handbook.
- Sign up to be a Merit Badge Counselor for the Scouts in this troop and Scouts in other troops who would benefit from your experience in your career, hobbies and interests.
- Take BSA's online courses on Youth Protection, Boy Scout Fast Start and This is Scouting. These courses take from 15 to 45 minutes to complete.
- Allow your Scout room to make mistakes (except in unsafe situations).
- Not use missing troop meetings or campouts as punishment just like you would not use missing school or worship as punishment.
- Recognize that we strive for a boy-led program and from time to time they may be a little disorganized while they learn and increase their skills and experiences.

Will my son be in a patrol with his friends?

Your Scout will probably be in a patrol with his friends, especially when he first joins the troop. But understand that over time patrols change and boys change. Some boys become serious about Scouting and really like camping. These Scouts frequently migrate towards Scouts who share those same characteristics. From time to time the Scoutmasters make changes in patrols and if these changes don't make sense to you then speak to the Scoutmaster.

Who will be the leader of my son's patrol?

Each patrol is led by one of its members, the Patrol Leader who is elected for a six to twelve month term by his patrol-mates. The Patrol Leader appoints his Assistant Patrol Leader. These two leadership roles are the foundation of leadership development in Scouting. Patrol Leaders and Assistant Patrol Leaders are trained in leadership skills by the Scoutmaster in specific youth leadership training and have Assistant Scoutmasters and older Scouts to mentor them as they learn to lead a small group of Scouts and develop as leaders.

Who runs the troop?

We strive for a boy-led troop and to develop the skills and talents of the Scouts in the troop to lead the troop in association with trained registered leaders. As much as possible we strive for the Patrol Leaders' Council to lead the troop. The Senior Patrol Leader, a Scout elected by the Scouts in the troop, leads the PLC. Joining the SPL are the Patrol Leaders and other youth in leadership roles. So as much as they are able the boys run the troop through the Patrol Leader Council.

What is the role of the Scoutmaster?

The role of the Scoutmaster is much like the role of a president of an organization. In this case the organization is made of boys who are Boy Scouts. The Scoutmaster's job is to make sure that the troop program is delivering the promise of Scouting to the boys. The Scoutmaster does this by working one-on-one in a mentoring role with the Senior Patrol Leader, and the Scoutmaster also works closely with his Assistant Scoutmasters.

The Scoutmaster strives to have a personal relationship with every Scout to help that boy advance in Scouting, have fun in Scouting and learn new skills while having new experiences.

What is the role of the Troop Committee?

The Troop Committee is much like a board of directors. The Troop Committee Chair recruits and appoints committee members and together they lead and manage the operations of the troop. The job of the committee is to ensure that the troop program is strong and to support the PLC and the Scoutmaster as they work together to deliver a program to the Scouts. A major role of committee members is to sit on Boy Scout Boards of Review for Advancement.

Does my Scout have to attend all the weekly troop meetings?

No, but more is better. We take attendance for all Scouts, but it is most important for Scouts in leadership roles such as Patrol Leader or Senior Patrol leader.

A new Scout needs to attend 50% of troop meetings, campouts and activities for advancement to his First Class Rank. Poor attendance will impact the Scout's ability to advance.

What should my Scout do if he has schedule conflict?

He should immediately advise his Patrol Leader of the schedule conflict so he can advise the Senior Patrol Leader.

How often does the troop go on campouts?

Generally we go camping monthly. Our camping schedule includes at least one extended 6-night camp during the summer usually at a Boy Scout camp. Older and more experienced Scouts also plan longer extended treks that are 10 to 15 days in length.

When does my Scout need to sign up for a campout?

For our regular monthly campouts your Scout must register (and pay) two weeks before the outing and no one is registered until they have paid. Announcements for registration deadlines are always announced at troop meetings, through our troop e-mails, and on the troop website.

What camping equipment does my son need?

The minimum required Personal Gear & Equipment list is provided in the New Scout Joining Packet, and it is reproduced in later sections of this handbook. It is also located on the troop website. Carefully review this list and if you have any questions speak to the Scoutmaster.

How will my Scout get to campouts?

Usually adult volunteers drive Scouts to campouts on Friday nights and then return on Sunday to bring the Scouts home. Those adults staying for the campout will also volunteer to drive other Scouts, following the BSA's Youth Protection guidelines and Guide to Safe Scouting for transporting Scouts not related to the driver.

Do I have to go on campouts with my Scout?

No, but if you're willing to pitch in and to follow the troop's campout rules and BSA's Youth Protection and Guide to Safe Scouting guidelines, you are welcome to come camping.

Does my son have to go to summer camp?

No, but it's highly encouraged. Scouts have fun, earn advancement, and make new friends at camp. Scouts who attend summer camp advance faster, stay in Scouts longer, and are more likely to earn their Eagle. Scouts will also be able to work on some merit badges at summer camp that are much more difficult to earn in settings outside of camp. This is because the camp is staffed with counselors for a wide range of activities, merit badges, and rank advancement.

May I go to summer camp with my Scout?

Absolutely – we always welcome family in Troop 183, whether at meetings, on campouts, or at summer camp. However, adults must agree to help and work at summer camp and to work with and help all the Scouts and not just his or her Scout. Parents who attend are required to pay the adult camp registration fee.

What if my Scout doesn't like camping or the outdoors?

Sincerely and honestly, he probably won't stay in Scouts very long. Boy Scouts is an outdoor program, and a good portion of advancement in Scouting is dependent on outdoor activities. Not all boys like camping and all that goes with camping with other boys. It's okay; lots of great boys don't like Boy Scouts.

How will my Scout advance?

Your Scout will advance by completing the requirements for the rank that he is working on at his own pace, demonstrating Scout Spirit, meeting the attendance requirements, participating in a Scoutmaster Conference and finally participating in a Board of Review.

How hard are the merit badges?

That depends. There are badges that are very simple and are designed for young first year Scouts. There are badges that are quite difficult that are designed for older, more experienced Scouts.

Who keeps track of my Scout's advancement?

The Scout and the Advancement Coordinator keep track of a Scout's advancement. When a Scout completes a requirement for rank advancement it is his responsibility to make sure that a Scoutmaster or approved older Boy Scout signs it off in the Scout's handbook. The Scout then takes his handbook to the troop Advancement Coordinator who records the completed requirement in the troop records. Again, this is the responsibility of the Scout. When a Scout completes a merit badge and his Merit Badge Counselor has signed the card the Scout also takes this to the troop Advancement Coordinator so the chair may record the merit badge in the troop records.

How long should it take for my Scout to become an Eagle Scout?

Each Scout advances at his own pace; most Scouts earn their Eagle Scout award between 15 and 17 years of age. The national average is that Scouts become Eagle Scouts after four-and-a-half years in Boy Scouts. (Note that BSA requires that all Scouts complete all the Eagle Badge requirements before their 18th birthday.)

If a Scout participates regularly in the troop's activities and takes reasonable advantage of the advancement and merit badge opportunities that are offered, then he should have no trouble earning Eagle in the 9th or 10th grade.

But remember, there is no rush, and the Scout will face plenty of challenges along the way. The older the Scout is, the more he will learn on his trail to Eagle. The Scout sets his own pace for advancement. A Scout who pushes himself and is successful will be more appreciative of his accomplishments than one who is pushed by others.

How can I be involved as an adult in Troop 183?

We are glad you asked. There are two ways for you to be involved in Troop 183. You can become involved in the troop as a helpful parent or as a registered and trained Boy Scout leader.

As a helpful parent, you may be enormously helpful driving Scouts to campouts and activities and then at the end of the campout or activity pick the Scouts up to return home. You are also expected to help out during the Scout year volunteering to participate on various teams such as fundraising, community service or Courts of Honor.

If you are interested in becoming a registered leader, then you should speak to the Scoutmaster or Committee Chair. Assistant Scoutmasters report to the Scoutmaster, and the Scoutmaster selects adults to be Assistant Scoutmasters. Committee members report to the Committee Chair, and the chair seeks adults to serve on the committee.

All leadership positions require the adult volunteer to commit to attend training provided by the troop and training provided by BSA for specific positions and roles within 12 months of submitting leadership application. If 12 months pass and the required training has not been completed, the troop must drop the leader from the charter. The leader can be reregistered once he/she finishes the training.

All Troop 183 leaders agree to wear the complete BSA leader uniform.

To become a leader in Troop 183 we strongly recommend that a parent or adult spend a minimum of 6-12 months in the troop as a helpful parent before becoming a leader. This policy allows the parent or adult to get to know the Boy Scout program, troop program, policies, and leadership team. This policy also allows the leadership team to get to know the parent or adult.

The Patrol Method

“The patrol method is not a way to operate a Boy Scout troop, it is the only way. Unless the patrol method is in operation you don’t really have a Boy Scout troop.”

*Lord Robert Baden-Powell
Founder of Boy Scouts*

The patrol method is at the heart of the Boy Scout program and is one of the eight methods of Boy Scouts. The training and development of leadership and citizenship skills in the patrol and the subsequent responsibilities inherent in the patrol method creates the fundamental foundation for Boy Scouts. The patrol is the “classroom and laboratory” of Scouting. The patrol method is a fundamental difference between Cub Scouts and Boy Scouts.

An effective troop program should create within the Scout identification and loyalty to his patrol first, to his troop second, and to Boy Scouts third.

The patrol is a small group of Boy Scouts who are probably similar in age, development and interests, a group of friends. The patrol method allows Scouts to belong to a small group working together as a team and sharing the responsibility of making each Scout and the patrol a success. A patrol takes pride in its identity – establishing its own emblem, flag, and cheer, and the members strive to make their patrol the best it can be. On campouts and activities, they have fun, eat, clean up, learn new skills, and make and break camp together.

The members of a patrol elect their Patrol Leader. The Scoutmaster determines the requirements for Patrol Leaders. After elected the Patrol Leader appoints his Assistant Patrol Leader and appoints other positions of responsibility within the patrol such as scribe, quartermaster, and grubmaster.

Though the ideal patrol size is eight Scouts, troop enrollment and the needs of the patrol members are factors considered when configuring patrols. Patrols fewer than eight Scouts should try to recruit new Scouts to get their patrol size up to the ideal number.

A good patrol should carry out hikes, camping trips, and other activities on its own. No patrol activity, however, should conflict with a troop activity and the Scoutmaster must approve patrol hikes and overnights. A patrol can even earn a special award, the National Honor Patrol Award, which is an embroidered star worn beneath the patrol patch.

Types of Patrols

In Troop 183, we organize our Scouts into new Scout patrols, regular patrols, and older venturing patrols. **New Scout Patrols** include Webelos and younger boys who have just become new Scouts in their first year of Scouting. **Regular Patrols** include mixed-aged boys that include older experienced Scouts and could also include new Scouts who join as older boys. **Venturing Patrols** are formed on a temporary ad hoc basis. Venturing patrols are made up of boys who are First Class and 13 or 14 years of age or older (depending on trek requirements). Venturing patrols are formed for special high adventure treks and the disbanded following the trek.

Youth Leadership

All Scouts who want to serve in leadership positions are required to attend Troop Leadership Training, which is conducted twice each year. Additionally, all Scouts who want to serve in leadership positions must have the approval of the Scoutmaster.

Senior Patrol Leader

The Senior Patrol Leader (SPL), subject to the approval of the Scoutmaster, is elected by all the Scouts in the troop to represent them as the top youth leader of the troop. He serves a term of six months. The SPL reports to the Scoutmaster, who offers guidance and assists the SPL to become a better leader. Candidates must be at least the rank of First Class.

Senior Patrol Leader Responsibilities

- Lead the troop program;
- Plan and lead the monthly Patrol Leaders’ Council meetings;
- Plan and lead the weekly troop meetings;
- Assist in planning and leading troop campouts and activities;
- Attend 85% of all troop activities during his tenure of office;
- Plan and lead Courts of Honor;
- Appoint other troop junior leaders with the advice and counsel of the Scoutmaster;
- Assist the Scoutmaster Troop Leadership Training (TLT); and
- The SPL is encouraged to attend White Stag, the National Youth Leadership Training course provided by Boy Scouts of America.

Assistant Senior Patrol Leader

The Assistant Senior Patrol Leader (ASPL), subject to the approval of the Scoutmaster, is appointed by the SPL as the assistant to the top youth leader of the troop. He serves a term of six months. The ASPL reports to the SPL. Candidates must be at least the rank of First Class.

The ASPL is the second highest ranking Patrol Leader in the troop and acts as the Senior Patrol Leader in the absence of the SPL or when called upon. He also provides leadership to other junior leaders in the troop. The most important part of the ASPL position is his work with the other junior leaders. The ASPL should be familiar with the other positions and stay current with the work being done.

Assistant Senior Patrol Leader Responsibilities

- Help the Senior Patrol Leader lead meetings and activities;
- Run the troop in the absence of the Senior Patrol Leader;
- Help train and supervise the Troop Scribe, Quartermaster, Instructor, Librarian, Historian, Den Chief, and Chaplain's Aide; and
- Serve as a member of the Patrol Leader's Council.

Patrol Leader

The Patrol Leader may easily be the most important job in the troop. He has the closest contact with the patrol members and is in the perfect position to help and guide them. The Patrol Leaders, along with the Senior Patrol Leader and Assistant Senior Patrol Leader, are the primary members of the Patrol Leaders' Council. The Scouts within his patrol elect the Patrol Leader (PL) to a term of six months, subject to the approval of the Scoutmaster.

Patrol Leader Responsibilities

- Report to the Senior Patrol Leader;
- Represent the patrol on the Patrol Leader's Council;
- Plan and steer patrol meetings;
- Work at staying one-step-ahead of his patrol members in rank advancement and Scout skills;
- Help Scouts advance;
- Attend 75% of the troop meetings, outings, campouts, activities and PLC's during his term of office;
- Know all the scouts in his patrol and report their attendance at meetings;
- Appoint his Assistant Patrol Leader, patrol scribe, patrol quartermaster and patrol grubmaster.
- Act as the chief recruiter of new Scouts; and
- Keep patrol members informed of patrol and troop events and activities.

Patrol Leaders' Council

The Patrol Leaders' Council plans and organizes the meetings and activities of the troop under the guidance of the Scoutmaster, and with approval of the Troop Committee.

- The PLC is comprised of the SPL, ASPL, Patrol Leaders, Troop Scribe, Troop Guide(s), Chaplain's Aide, and Den Chiefs.
- The Senior Patrol Leader (SPL) leads and manages the PLC and PLC meetings.
- In the absence of the SPL, the Assistant Senior Patrol Leader (ASPL) or a Patrol Leader leads the PLC meetings.
- Other troop leaders are encouraged to attend, but not required.
- The PLC meets monthly usually on the first Monday troop meeting of the month.
- The PLC plans troop meetings, campouts, and activities, including high adventure trek ideas.
- The PLC holds an annual planning conference to plan the annual program and will plan out 12-18 months.
- The SPL presents the PLC's proposed annual troop program to the Troop Committee for approval, and seeks the Committee's assistance to help implement the approved annual troop program.

Important Youth Troop Leadership Positions

In addition to those listed above, other youth leadership positions important to the operation of the troop include:

- Quartermaster
- Chaplain's Aide
- Scribe
- Historian
- Librarian
- Den Chief
- Instructor
- Troop Guide
- Assistant Patrol Leader
- Webmaster
- Bugler
- Order of the Arrow (OA) Troop Representative
- Firecrafter Troop Representative (Spark)
- Leave No Trace Trainer

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 because of his proven leadership ability.

Specific Duties:

- Functions as an Assistant Scoutmaster.
- Performs duties as assigned by the Scoutmaster.
- Sets a good example.
- Enthusiastically wears the Scout uniform correctly.
- Lives by the Scout Oath and Law.
- Shows Scout spirit.

Troop Leadership Training

This is a day-long training conference conducted by the Scoutmaster and Senior Patrol Leader. Its purpose is to reinforce the patrol method and to allow members of the Patrol Leaders' Council to set goals for themselves, their patrols, and their troop. It is intended to be conducted for each incoming leadership team following troop elections.

National Youth Leadership Training

The Crossroads of America Council offers "White Stag", which is a weeklong training conference for Scouts 13 years old or older, and First Class or higher rank. This training is highly recommended for Scouts who are in or are assuming senior youth leadership roles in the troop.

Advancement

The advancement program in Boy Scouts is a self-paced program of rank advancement. Each boy can move through the program at his own pace. There are time restrictions as outlined by BSA in the Boy Scout Handbook. A boy can only move through the program as fast as allowed by BSA.

Scout Spirit is an important requirement of rank advancement - what many in Scouting believe is the most important requirement. Beginning with the rank of Tenderfoot and continuing through the rank of Eagle, each Scout must demonstrate Scout Spirit by trying to live up to the Scout Oath and Law in his everyday life. At Troop 183, this is the most important requirement in rank advancement. Completing the Scout skill or merit badge requirement for rank advancement is not enough. For example a Scout who can tie a knot correctly or apply first aid correctly but does not demonstrate Scout Spirit at troop meetings, campouts and activities may not advance until he has demonstrated Scout Spirit to the satisfaction of the Scoutmaster.

Scouts are expected to participate in their patrol and troop to advance, which is part of Scout Spirit. We do not have definitive or minimum attendance requirements. For First Class, Star, and Life Ranks BSA, requirements state that a Scout, "Be active in your troop and patrol for at least six months as a First Class . . . Star . . . Life Scout . . ." Troop 183 defines "active" as actively participating at patrol and troop meetings and when on outings or campouts. Merely attending meetings is not sufficient; a Scout must be "active," by being engaged and participating in the meeting, outing or campout.

This activity and participation requirement also holds true for Scouts pursuing their Eagle rank requirements. Participation and leadership within the troop during his Eagle candidacy are just as critical to showing that a Scout is prepared to be called an Eagle Scout as the leadership he must demonstrate for his Eagle service project.

Attendance Requirements for Youth Leaders

Scouts are required to serve in troop leadership positions for the advanced ranks of Star, Life and Eagle. Scouts in leadership positions are required to attend 75% of the troop meetings, Patrol Leaders' Council, outings and campouts held during the term of office. For Patrol Leaders these meetings are Patrol leaders Councils, for the Senior Patrol Leader this is the Patrol Leader's Council and committee meeting. For the Assistant Senior Patrol leader this is the PLC and other meetings called by the SPL or Scoutmaster.

Advancement Process

To advance, the Scout should follow this simple process (the Scout himself must do this and not his parent.):

1. Meet the requirements for the advancement or award and have the requirements in the Boy Scout Handbook signed by the Scoutmaster or the merit badge blue card signed by the Merit Badge Counselor. For rank advancement, Scout Spirit will be reviewed with the Scoutmaster during the Scoutmaster Conference.
2. Meet with the Advancement Coordinator so that the requirements and award information is recorded in the troop records.
3. For rank advancement, request a Scoutmaster Conference by communicating with the Scoutmaster. The Scoutmaster will schedule it as soon as he or she is able so that there is enough time to complete the conference.
4. Attend the Scoutmaster Conference in complete uniform, including the merit badge sash if the Scout has earned merit badges. The Scout must bring his Boy Scout Handbook.

5. If approved by the Scoutmaster, the Scout then meets with the Advancement Coordinator so that the Scout Spirit and Scoutmaster Conference requirements are recorded in the troop records.
6. For Tenderfoot through Life ranks, request that the Advancement Coordinator schedule a Board of Review.
7. Attend the Board of Review in complete uniform including the merit badge sash. The Scout must bring his Boy Scout Handbook.

Please note that some rank requirements have changed as of January 1, 2010. A Scout is responsible to work on the correct rank requirements regardless of the Boy Scout Handbook he owns.

Boards of Review

The Board of Review is an opportunity for other adult leaders to learn more about the Scout and talk to him about what he has learned, what he enjoys about Scouting, what things he might suggest to improve the troop, what goals he has for the next portion of his Scouting career, etc. The Board of Review is not an exam or a test. It is an opportunity to remind the Scout of all he has accomplished in Scouting.

Successful completion of a Board of Review means that a Scout will receive his new badge of rank at the next opportunity for immediate recognition. He will then be formally recognized at the next Court of Honor. It also means he can begin immediately to work on his next rank.

Courts of Honor

A Court of Honor is a public ceremony to recognize Scouts for successful achievement and to describe the importance of the Scouting program. The main purposes of the Court of Honor are to provide formal recognition for achievement and to provide incentive for other Scouts to advance.

Formal Courts of Honor will be conducted at least two times a year. All Scouts who have advanced since the previous Court of Honor are honored. Their parents and friends should be invited to attend the ceremony.

Suggested Advancement Timetable

Although Boy Scout advancement is self-paced, the following is a general rule of thumb for advancement:

First Class: Most Scouts, who actively participate in the troop program, work on their requirements and attend summer residential camp can expect to earn the First Class rank within the first year of becoming a Boy Scout.

Star: Most Scouts who actively participate in the troop program, fulfill their rank requirements, serve in an approved leadership position and attend two extended camps (summer residential and youth leader training camp) could earn Star Rank towards the end of their second year of becoming a Boy Scout.

Life: A Scout, who actively participates in the troop program, fulfills the rank requirement and attends two extended camps and one high adventure trek could become a Life Scout in his third year since becoming a Boy Scout.

Eagle: Most Scouts who earn the rank of Eagle will be in Boy Scouts an average of 4.5 years before achieving the rank of Eagle.

But remember, there is no rush, and a Scout will face plenty of challenges along the trail to Eagle. The older the Scout is, the more he will learn on his trail to Eagle. The Scout sets his own pace for advancement. A Scout who pushes himself and is successful will be more appreciative of his accomplishments than one who is pushed by others.

Merit Badges

The ranks of Star, Life, and Eagle require that a Scout earn a minimum number of merit badges, including a specified minimum number of Eagle-required merit badges, in order to earn rank. This is detailed in his Boy Scout Handbook.

Many of these merit badges may be earned within Troop 183 working with adults from the troop who are also registered Merit Badge Counselors. Other merit badges may be earned at summer camp or at merit badge universities.

Scouts of Troop 183 are encouraged and required to earn some merit badges outside the troop and summer camp. They are encouraged to use the District and Council Merit Badge Counselor list to select a Merit Badge Counselor to work with.

There are over 120 merit badges. The merit badge program is designed to give the Scout an opportunity to try many new and different things or to become more proficient in something they already have an interest in. Many Scouts have found careers in the merit badge program.

Any Scout may earn any merit badge at any time, but some merit badges are designed to be of interest to younger Scouts and others to older Scouts. A Scout does not need to have had rank advancement to be eligible to begin work on a merit badge.

However, Scouts are encouraged in their first year of Scouting to work towards First Class rank and to acquire and improve their Scout skills and not get caught up in "merit badge fever".

How to Earn a Merit Badge

Pick a merit badge. Talk to your Scoutmaster about your interests. Read the requirements of the merit badges you think might interest you. Pick one to earn. Ask your Scoutmaster's approval to begin. Your Scoutmaster will provide you with a list of Merit Badge Counselors for your merit badge.

Scout Buddy System. A Scout must always have a buddy with him at each meeting with a Merit Badge Counselor. This person may be another Scout, a parent, or a relative.

Get Ready. Get the Scoutmaster to sign a merit badge application (blue card). Get in touch with the Merit Badge Counselor and tell him or her that you want to earn the merit badge. Get a copy of the merit badge book.

Requirements. You are expected and required to do exactly what is stated in the merit badge book - no more and no less. If the requirements say "show or demonstrate" that is what you must do. Just telling about it isn't enough. The same holds true for such words as "make," "list," "in the field," and "collect." If you participate in a merit badge class, you must do these things, not just watch other do them.

Show your Stuff. When you are ready, call the Merit Badge Counselor again to make an appointment to show you have met the requirements. When you meet with your counselor, bring the things you have completed that demonstrate you have completed your requirements.

Get the Badge - and Don't Lose Your Paperwork! When the counselor is satisfied that you have met each requirement for the merit badge he or she will sign your application (blue card). Give the signed application to the Troop 183 Advancement Coordinator.

Merit Badge Resources

Your first resource is the merit badge book for the merit badge you want to earn. You will need this resource book and they are available at many libraries and at the Scout store. Two web-based resources are www.ussscouts.org and www.meritbadge.org. These resources keep current on all the requirements, and requirements do change from time to time. These resources also have useful worksheets available to download off the website that may help you organize your notes and work.

Recommended Merit Badge Sequence

Here is a recommended, age-appropriate sequence for earning the Eagle-required merit badges and certain age-appropriate non-Eagle required merit badges. (This is not an exclusive list of the non-Eagle required badges, as there are more than 100 non-Eagle required badges available.)

Eagle required merit badges are identified below in bold and with an asterisk.

New Scouts - Ages 10 ½ to 12 - 5th & 6th Grades

- **First Aid***
- **Swimming***
- **Family Life***
- **Emergency Preparedness***
- Basketry
- Woodcarving
- Leatherwork
- Fishing
- Pets
- Nature
- Mammal Study
- Scholarship
- Space Exploration
- Wilderness Survival

Experienced Scouts - Ages 12-13 - 6th & 7th Grades

- **Camping***
- **Citizenship in the Nation***
- **Communications***
- **Citizenship in the Community* (7th Grade)**
- **Environmental Science* (7th Grade)**
- **Hiking***
- **Personal Fitness***
- Pioneering
- Canoeing
- Geology
- Sports

- Home Repairs
- Collections
- Music
- Geocaching
- Photography
- Rifle Shooting (7th Grade+)
- Shotgun Shooting (7th Grade+)
- Radio

Star & Life -Ages 14+ - 8th Grade+

- **Citizenship in the World***
- **Personal Management***
- **Lifesaving ****
- **Cycling****
- Backpacking
- Whitewater
- Scuba Diving
- Automotive Maintenance
- BSA Lifeguard

Annual Troop Program

The annual program of Boy Scout Troop 183 will include:

- A 12-month outdoor program that includes one campout per month;
- A minimum of one long-term Boy Scout summer camp of 6-nights;
- A minimum of two district or council sponsored camping activities one of which must be spring Camporee for Order of the Arrow callout;
- One high adventure trek for older Scouts except during the year of the National Jamboree;
- "Good Turns" within the community for our charter organization;
- A minimum of two Troop Leadership Training sessions;
- A minimum of two Courts of Honor in August and March; and
- One Annual Planning Conference in July

Annual Planning Conference

The Patrol Leaders' Council is responsible to plan the annual program, with the assistance of the Scoutmaster. Following the annual planning conference the Senior Patrol Leader will present the proposed annual plan to the Troop Committee. The committee may approve or ask for adjustments to the annual plan. Troop 183 plans its program from August to July following the school year. Yearly planning takes place in July or August and an annual calendar is distributed to each family. We do our best to follow the calendar as printed but at times may have to make changes. We will try to give as much notice as possible when changes are made.

High Adventure for Older Scouts & National Boy Scout Jamboree

Through 100 years of experience and research BSA knows that one key to keeping older boys excited about Scouting is providing them with new challenges and adventures.

As Troop 183 is a "Small" troop when compared to the "Super-troops" we encourage and support our Boy Scouts in joining and participating in council contingents for high adventure.

In addition to council opportunities Troop 183 will offer a minimum of one high adventure trek each year. Our intent is to alternate the trek each year and also to incorporate the National Jamboree within our rotating schedule.

High adventure trekking requires Scouts to be a minimum of 14 years of age and First Class rank.

The Scoutmaster has the final say on whether a Scout, on a Scout-by-Scout basis, is eligible for high adventure treks. Age and rank alone are not enough. Maturity, physical abilities, Scouting skills and able to get along with others in stressful situations include subjective requirements and the Scoutmaster will determine if a Scout may participate.

High Adventure & National Jamboree Rotating Schedule

2012 Philmont Scout Ranch High Adventure

2013 (TBD) Florida Sea Base High Adventure

2013 (TBD) National Boy Scout Jamboree (at its new home in West Virginia)

2014 (TBD) Boundary Waters Canoeing High Adventure

2015 (TBD) Philmont Scout Ranch High Adventure

High adventure treks to National High Adventure Bases and National Jamboree are more expensive opportunities for Scouts. Going to Philmont Scout Ranch for a ten-day backpacking trek averages \$1300-\$1500. The troop will support the boys in planning special fundraisers to pay for these trips.

National Boy Scout Jamboree

Ask men who were Boy Scouts what they liked best about Scouting and chances are they will tell you the National Jamboree, if they were able to attend. The National Jamboree is for many Scouts that an over the top experience that motivates a boy to earn his Eagle. To participate in the National Jamboree a Scout must be a minimum of 12 years of age and First Class rank.

Order of the Arrow

The Order of the Arrow (OA) is a national brotherhood of honor campers within the Boy Scouts of America. Its primary purpose is Service to Others. The honor of becoming a member is one that you cannot set out to earn on your own. Candidates must be at least First Class, have camped outdoors at least 15 nights during the previous two years, and attended a long-term camp. The Scoutmaster must recommend all candidates. Candidates for the OA are elected annually by a majority of their fellow Scouts, usually in February. To enter the brotherhood of OA, a Scout must be an outstanding and unselfish camper. After the election, they must complete a test of service during a weekend "ordeal" hosted by the local council OA Lodge. As with any Boy Scout activity or event, the OA is "boy-led" by elected and appointed youth leaders, and is well supervised by adult Scouter "Arrowmen". The Troop Committee may also nominate an eligible adult to join the OA each year, provided a youth from the troop is also elected. The three classifications of membership in OA are Ordeal, Brotherhood, and Vigil Honor.

Firecrafter

Firecrafter is an organization of honor campers dedicated to service. Unlike OA, Firecrafter is a local organization within the Crossroads of America Council. Its primary purpose is Faithful Service, in addition to fostering leadership and unselfish friendship. Its members dedicate themselves to a life of service to Scouting, above and beyond what might be expected of a Scout. Membership is attained through rank-based advancement that can only be completed at council-sponsored summer camps. Scouts progress through the ranks of Camper, Woodsman, and Firecrafter candidacy over the course of three sequential summer camp seasons. Candidates successfully completing their Firecrafter candidacy at summer camp are invited to face the Unknown Test of the Firecrafter Ritual to become a Brother Firecrafter. As with any Boy Scout activity or event, Firecrafter is "boy-led" by elected and appointed youth leaders, and is well supervised by adult Firecrafters. Adults who were not Firecrafters as Scouts can only become Firecrafters through nomination to the Firecrafter Adult Alumni Association by a current Firecrafter adult. Minisino is not a Firecrafter rank but rather an honor position bestowed upon a Firecrafter by other Minisinos through demonstration of exceptional service.

Campouts: Basic Information

The troop provides a 12-month camping program that includes monthly weekend campout. We go camping in inclement weather the same as nice weather.

The campouts are scheduled a year in advance at the Annual Planning Conference and published on the troop calendar.

Optional campouts are offered as opportunities present themselves and for older experienced Scouts seeking new challenges and high adventure experiences.

Participation

Attendance at overnight outings is limited to registered Scouts in Troop 183, their guests (boys that may want to join Troop 183, provided they are with a parent), parents of Scouts and guests, and registered adult leaders.

Cancellations

The Scoutmaster may cancel a campout only if a required leader becomes ill or if it is determined that traveling to the campsite or camping at the site would be dangerous due to weather.

Leadership

All Scout outings will be conducted by at least two (2) adults. At least one of the adults must be a registered leader in the troop.

The Senior Patrol Leader or Acting SPL is the troop leader for all troop campouts.

Transportation

We drive to monthly campouts that are typically one to three hours away. The trip leader, an adult volunteer recruited by the Outdoor/Activities Coordinator, plans and coordinates drivers and routes.

There will be no teenage drivers driving vehicles with other Scouts in them. If a teen drives to an event he cannot transport other Scouts to or from the event. Neither the Troop Committee nor the adult leaders will take the responsibility of having to oversee teen drivers.

To facilitate Scouts getting to know all the Scouts and adults in the troop, the Scoutmasters have complete and total discretion to determine which Scouts ride in which vehicles. Sometimes Scouts are randomly assigned vehicles by the Scoutmasters or trip leader.

Fees

Fees are determined based on standard costs for meals plus any reservation and fuel costs. Fees are the same for adult and Scout participants unless a specific event has different youth and adult registration fees. If you plan to attend the outing, all or in part, it costs the same price. Fees will not be broken down by meals. Anyone who attends and gets fed pays the same as everyone else.

Scouts or adult participants may cancel their participation up to one troop meeting prior to an event without penalty. Cancelling after this point will result in the participant forfeiting his or her fees (cost of food and any reservations costs).

Meals & Food:

In Troop 183 Scouts are organized into 2 or 3 scout "cooking patrols". Usually Scouts are in "cooking patrols" that are made up of boys from the same patrol. Sometimes cooking patrols have members from different patrols or have an adult in the cooking patrol due to campout participation or to offer opportunities for advancement to Scouts who need it.

Grubmaster

Scouts do the cooking on campouts and the cook is called the Grubmaster. This Scout is responsible for planning the campout menu and duty roster, purchasing the food, and being the head cook. The other Scouts in the "cooking patrol" serve as Assistant Grubmasters and help clean up after the meal.

Schedule

The typical schedule for campouts is Friday evening to Sunday morning. We try to depart by 7:00 p.m. on Friday evening and usually return home by 12:00 p.m. on Sunday. However, specific departure and estimated return times are announced for each outing.

Scouts' Own Service

Since most families worship sometime between early Friday evening to Sunday afternoon, BSA requires all troops who are on an outing during this time to hold a Scout's Own Service.

A Scouts' Own is short non-denominational opportunity for the Scouts to practice the 12th point of the Scout Law: Reverence. The Scouts' Own is planned and led by the troop Chaplain's Aide.

Dismissal

When the troop returns from a campout, everyone is anxious to go home. However, Scouts and adults are not dismissed from the drop off point until all the work is completed including unloading the trailer and assigning clean up duties. No one may depart without the approval of the SPL.

Late Arrival or Early Departure

Except for unusual and rare circumstances, late arrivals and early departures are not allowed. Scouts or adults must have the approval of the Scoutmaster or trip leader to arrive late to or depart early from a campout.

Behavior

All Scouts are to understand that on all Scout outings or functions, if the Scoutmaster or his Assistants have a problem with a Scout, his parents will be called to come get the Scout, no matter where the troop is.

If the troop is on a High Adventure trip and a problem arises, where a Scout is out of hand and has to be reprimanded more than once about his actions, the parents may be notified and the Scout can be sent home as soon as practical. The troop will be reimbursed for the cost of the Scout's return transportation by the Scout's parents.

Campout Rules

The following rules apply to all Scouts and adults who attend campouts or drive Scouts to or from campouts. The Scout Oath and Law govern everyone at camp including both Scouts and adults at all times.

Sign up for Campouts

All Scouts must register two weeks before a campout. To be registered requires the fee to be paid. Advance announcements of campout registration and details are made at troop meetings and through the troop website. Families know months and weeks in advance of any troop activities. All campouts require specific permission from the Scout's parents or adult sponsors. At present, this permission is in written form.

Driving To & From Campouts:

- Caravanning down the highway is prohibited by BSA Guide to Safe Scouting.
- All drivers are to drive the same route and should not deviate from the route planed by the trip leader. Maps are provided to the drivers with directions to our destination.
- Individual drivers are not to stop for fast food or treats for the Scouts in their vehicle unless everyone in the troop stops for the treats.
- BSA rules require that drivers participating in Scouting activities do not exceed posted speed limits.

Uniform Requirements

Scouts and adult leaders will wear their complete uniform to and from campouts and at the troop's Scouts' Own Service held during the campout. Scouts and adult leaders may change out of their uniform immediately upon arrival at camp.

Camping by Patrols

Patrols tent & camp together in the location assigned by the Senior Patrol Leader or the Scoutmaster. Scouts within a patrol are expected to tent together. Adults will also camp as a patrol in their own designated campsite.

Electronic Toys or Devices

Radios, iPod's, CD players, portable electronic gaming devices, and other electronic equipment are allowed only during transportation to and from events, provided ear/headphones are used, but they are not encouraged. Adult leaders are not responsible for any lost or damaged electronic toy or device.

Cell Phones Prohibited

Scouts are not allowed to carry cell phones on campouts, at summer camp or on troop outings without the prior approval of the Scoutmaster. The Scoutmaster and/or Asst. Scoutmasters will provide cell phones should it become necessary for a Scout to phone home during a trip and/or activity.

Traditional Games or Toys

Games such as chess, playing cards or board games, are welcome on campouts. Traditional toys such as Frisbees and soccer balls are welcome.

Water play items, such as water guns and balloons, should not be brought or used on any troop function unless authorized as part of the program.

Parents are Welcome on Campouts

Parents are always welcome on campouts and outings. However, parents are expected to pay the designated trip and meal fees and to work and help out with all Scouts during camp set up, breakdown and during troop activities.

Fire Safety

Fire is a tool, not a toy. Scouts may build and light ground fires (cooking and campfire) only when and where authorized by a Scoutmaster. All BSA fire safety rules will be strictly enforced. Only Scouts who have earned their Firem'n Chit may build or tend fires. A fire may never be left unattended. Matches, candles, lighters, flint/steel, or fire by friction are the only acceptable resources for fire-starting.

Liquid flammables will not be tolerated, nor will any other fire starting devices, e.g. blowtorches, gas stove tanks, or any other high pressure fuel container.

Liquid fuel stoves may be used as cooking devices when and where appropriate. They should be used under the supervision of an adult.

No flames in or near tents: No fires or open flames, including candle lanterns are allowed in or near tents.

Fireworks

BSA policy prohibits possession or use of ANY fireworks whatsoever (e.g. sparklers, bottle rockets, etc.) Any Scout found in possession of any fireworks will be sent home after investigation.

The Buddy System

The buddy system is always followed on any troop outing except when Scouts are in the immediate troop campsite or lodging.

Safe Swim Defense & Safety Afloat

All Scouts and adults will comply with BSA Safe Swim Defense and Safety Afloat guidelines and policies at all times.

No Late Arrivals or Early Departures

Unless a Scout has an urgent need to arrive late or depart early and has received the approval of the Scoutmaster, all Scouts are expected to attend the entire campout.

When the troop returns home to the designated drop-off site, Scouts are not to depart until all the patrol and troop work is completed and the SPL and Scoutmaster dismiss the troop.

Personal Gear & Equipment

Scouts and adults should strive to bring the minimum personal gear. All Personal gear except tent must fit in one backpack or duffle bag so that the Scout may carry all personal gear in one trip from trailer or parking lot to campsite and from campsite back to trailer or parking lot.

- Full Class A Scout uniform
- Minimum 2 pairs of Scout socks – 1 for Friday night & 1 for Sunday
- Waterproof Breathable Rain Jacket & Pants (**Plastic or PVC are strongly discouraged as they are not durable – rain ponchos can restrict movement**)
- High Quality major brand 0-degree to 20-degree Sleeping bag (NOT a department store sleeping bag) (**See notes below on sleeping bags.**)
- Insulated Sleeping pad (closed cell foam pad is best)
- Duffle bag or backpack. Except for tent, all personal gear should fit in one bag. (**Scout should be able to carry his gear in one trip from the trailer to the tent.**)
- Reusable cup, bowl, fork & spoon – Plastic or Lexan is recommended (**traditional metal mess kits are not recommended, except possibly for backpacking**) (**Troop does not use paper, plastic or Styrofoam products**)
- Waterproof ankle high boots **are strongly recommended** – hiking type recommended
- Extra pair of shoes
- Boy Scout Handbook, notebook and pen
- Small towel & toiletries (toothbrush, toothpaste, soap & shampoo)
- 2-3 Pairs synthetic or wool hiking socks
- 2-3 pairs of 100% synthetic sock liners **strongly recommended**
- 2-3 Synthetic t-shirts and underwear (polyester or nylon)
- 1 Pair synthetic or wool long underwear (pants and shirt/top)
- 1 Pair of synthetic long pants & 1 synthetic long sleeve shirt (Scout pants are excellent outdoor wear)
- 1 Heavy weight synthetic fleece
- 1 Winter weight hat that covers ears and neck (not a baseball type hat)
- 1 Extra change of synthetic clothes (underwear, t-shirt, long sleeve shirt, long pants)
- Folding knife – should fit in Scout's hand and blade cannot be longer than 4" (**Scout must have Totin'-Chip to carry knife.**)
- Personal first aid kit – See Boy Scout Handbook
- 32 oz Reusable and refillable wide mouth water bottle (**Camelback-type hydration packs are not needed and discouraged for new Scouts**)
- Headlamp - Small headlamp (2-3 AAA battery-size) recommended (waterproof preferred) -- handy for hands free work around camp
- Matches & Fire starting kit (**Scout must have Firem'n Chit to carry matches and fire starter kit.**)
- Compass (maps provided by troop as needed)
- Whistle
- "Car bag" – duffle or other bag with extra set of clean clothes and shoes for ride home from outings

Cotton Kills!

Cotton clothing, especially denim, is a very poor choice for camping and outdoor adventures as cotton is bulky, cold, and slow to dry when wet. Two to four layers, depending on the weather, made of fast drying synthetic materials should be worn. More information on gear will be provided at troop meetings and from the Scoutmaster.

Folding Knives

Every boy who becomes a Boy Scout wants to carry a folding knife. The folding knife is one of the most useful and often used tools on any campout. A Scout must first earn his Totin'Chip to carry and use a folding knife.

As a general rule a closed folding knife should fit into the hand of Scout when he closes his hand around the knife. If the knife sticks out the top and bottom of his hand, then it may be too large for the Scout. Small young boys should carry smaller folding knives than older larger boys.

Troop Finances

Where does the money come from to support a Boy Scout troop and the troop's annual program? From the families and Scouts in the troop. Troop 183 receives no financial support from BSA or any other organization. We are required to raise any money we require.

The troop funds the annual program through four sources:

1. The annual troop registration fee;
2. The annual troop fundraiser (popcorn);
3. Troop campout and activity fees (Monthly); and
4. Ad-hoc Fundraisers for special trips or high adventure treks (Annually, as needed).

Open Books

Troop 183 has an open book policy and any parent or adult sponsor is welcome to examine our financial records. The time and location will be at the convenience of the troop Treasurer and at no time may the records leave the Treasurer's possession.

Troop Membership Dues & Annual Registration

The Troop Committee will establish an annual budget, the annual troop registration fee, the fair share to be earned through the annual fundraiser, and the date fees are due the troop. As of 2011, the annual registration fee is currently \$175.00 and is payable in two installments – March and November.

There is no discount for multiple Scouts in one family because the expense to support a Scout is not reduced by increasing the troop size. If a family only takes one subscription to Boys Life, however, the cost of the additional Boys Life subscription will be deducted.

Dues help cover the following expenses:

- BSA membership
- Boy's Life subscription
- Court of Honor expenses
- Neckerchiefs, slides, and handbooks (issued at Webelos crossover)
- Merit badges and awards
- Troop trailer and van maintenance, insurance, and registration/license plates.
- Scout accident insurance

Membership dues for boys will be collected by the Troop Scribe. A receipt will be issued and a duplicate of the receipt will be given to the Treasurer with the collected dues. The Troop Scribe will maintain (aided by the Treasurer as needed) a roster of boys and their payment due status. The Treasurer is responsible for collecting dues that are late by 6 months or more. Dues that are in arrears will be reported to the Troop Committee for review and action.

BSA membership dues for adult leaders and adult Committee members will be paid by the adult.

Participation in the troop's annual fundraiser can reduce the cost of the second installment payment to the extent the Scout participates. The fair share earned by the Scout will be defined by the Troop Committee. Participation beyond the fair share set by the Committee will go directly to the Scout's Scout Bucks account.

A family may elect to pay the fair share rather than participate in the fundraiser. In the event that the Scout produces less than the fair-share fee from fundraising efforts, the Scout or his family will pay the troop the difference between the fundraising profits earned and the fair-share fee.

The fair share does not change or reduce for siblings.

Scout Bucks Accounts

The following are the guidelines established by the Troop Committee for the Scout Bucks Account, an individual savings account for Scouts which holds funds earned by Scouts from fund raising events.

The Treasurer will be the fund manager. The Treasurer will receive the Fund information from the fund raising chairperson, to keep the Scout Bucks updated.

The Scout Bucks account will be an active fund, which means the troop will maintain in its savings account actual funds to cover the Scouts' moneys.

The Scout Bucks proceeds may be used by the Scouts toward expenditures for Scout outings, summer camp, high adventure trips, or National Youth Leadership Training (White Stag). Scout Bucks are not to be used for personal equipment.

All requests to use the Scout Bucks should be in writing, with the following signatures: Scout, parent, and Scoutmaster. It is then sent to the Treasurer for proper deduction from the Scout's account.

Scouts will receive credit to their Scout Bucks for participation in various fundraising events. The credit amount will depend on the funds raised, the participation of each Scout, and the overall percentage of the collected funds that will transfer into Scout Bucks. The percentage will be determined by the Troop Committee.

Adult Leaders may earn Scout Bucks credits for their own accounts for participation in any fund raisers. The rate will be the same as the Scout rate.

Scout Bucks may be carried over from year to year if a Scout is still active. Scout Bucks may be transferred between family members.

When a Scout leaves the troop all moneys still in his Scout Bucks will be placed in the troop Savings account. A Scout who returns will be credited with this amount if the records can be re-established.

If a Scout transfers to another Scout unit, his Scout Bucks will be transferred to the new unit as well, provided that Scout unit uses individual Scout accounts.

Scouts who become adult leaders may have these funds credited to their accounts. Adults may use moneys from their Scout Bucks account as Scouts do.

Informed Consent & Permission, Health Forms, Driver Information, & Accident Insurance

Parents must complete annually, due in March, the Informed Consent & Permission Agreement, which gives their consent for Scouts to participate in troop activities and troop leaders to obtain emergency medical treatment if necessary during Scout activities.

A BSA Personal Health & Medical Record Form must be completed and signed yearly. In case of an accident or illness, the lack of this completed form will cause delays in the treatment of the Scout. Therefore, this form must be complete before a Scout is allowed to go on Scout trips.

A Parents' Permission for Special Activities Form will be provided to each Scout before each trip or outing. This form contains essential information that must be reviewed by the parent. A Scout will not be allowed to go, unless this form is returned signed.

All drivers must complete annually, due in March, the Vehicle, Insurance, and Driver's License Information form to be eligible to drive Scouts to Scout activities.

Scouts and leaders are covered by Accident Insurance that is obtained as part of the registration process through the Boy Scouts of America. However, this is secondary insurance and may not cover expenses completely. If troop leaders incur out-of-pocket expenses for a Scout's emergency health care, they are to be reimbursed by the parents promptly. It is the parents' responsibility to file and pursue insurance reimbursement. Neither the troop leadership nor the Troop Committee will file or pursue any insurance reimbursements.

Troop Adult Leadership & Organization

For a Boy Scout troop, a minimum of five (5) adult leaders are necessary. By position, these are the Scoutmaster (SM), an Assistant Scoutmaster (ASM), Troop Committee Chairman (CC), and a minimum of two Committee members who are the adult leaders. From the Charter Organization, there must be a Chartered Organization Representative (CR), who may also serve in another capacity as the Committee Chair or Committee Member (MC).

The troop is led and managed by two teams of adults. The Committee Chair leads the Troop Committee and the committee oversees the management and operation of the troop much like the board of directors of a corporation. The Scoutmaster leads the Scoutmaster team and oversees the troop program much like the president and executive staff of a corporation. Due to the small size of Troop 183, some adult leaders may serve in both Troop committee and Assistant Scoutmaster roles. At all times regardless of the situation two-deep leadership is required at any troop meeting, outing, campout or other troop activities. At no time may an adult or Scout leader be alone with a Scout who is not the child of that adult.

Troop Committee Meetings

The Troop Committee meets from 7:00 to 8:30pm, generally on the first Tuesday of the month. The Committee consists of the Chairman, Treasurer, Outdoor/Activities Coordinator, Advancement Coordinator, Equipment Coordinator (Adult Quartermaster), Life-to-Eagle Coordinator, and members-at-large, who may be assigned specific duties on an as-needed basis. The Chartered Organization Representative, Scoutmaster, and Assistant Scoutmasters attend as non-voting members. All parents are welcome to attend. Parents will be given an opportunity to participate in any and all discussions but they are non-voting participants.

Training of Troop Leadership

All adult volunteers must register with the Boy Scouts of America. This includes Merit Badge Counselors, troop leaders, and committee members. This does not include parents who drive on troop outings, although they are required to file their insurance information with the troop, have read the "How to Protect Your Child from Child Abuse and Drug Abuse: A Parent's Guide", completed BSA Youth Protection Training, and be listed on the official BSA Tour Permit.

Adult leaders are expected to complete the official BSA Youth Protection Training and Fast Start Training online, which is accessible through the troop website. Additional training includes This is Scouting and position-specific training for committee members, Scoutmasters/Assistant Scoutmasters, or Merit Badge Counselors.

Troop 183 will only be as good as the leaders who supervise the troop. Each winter the Scoutmaster and other interested leaders are encouraged to attend advanced training, referred to as University of Scouting, to be kept current in new policies and procedures.

The troop is required to have at least one leader complete, and maintain current qualifications of, several health and safety training sessions. These include Basic CPR, Safe Swim Defense, Safety Afloat, Climb on Safely, Severe Weather Hazards, and Trek Safely. It is recommended that all leaders that take groups on outings complete these courses as well.

Scoutmaster

The Scoutmaster leads the team of adult volunteers and youth leaders that deliver the program to the Scouts. The Scoutmaster works one-on-one with the Senior Patrol Leader and with the Assistant Scoutmasters. The Scoutmaster is also responsible to provide leadership training for the youth leadership of the troop with the assistance of the SPL and the Assistant Scoutmasters.

Responsibilities

- Be familiar with the *Guide To Safe Scouting*.
- Be familiar with the Boy Scout Handbook.
- Set the example by wearing the BSA uniform or equivalent for the event (wear what the Scouts should wear).
- Guide the Senior Patrol Leader (SPL) in running troop meetings and events.
- Train and guide the troop's Junior Leaders.
- Work with other responsible adults to bring Scouting to the boys.
- Use the methods of Scouting to achieve the Aims of Scouting.
- Meet regularly with the Patrol Leaders Council (PLC) for training and coordination in planning troop activities: weekly meetings, campouts, high adventures, and special activities.
- Attend all troop meetings, or if necessary arrange for a qualified adult substitute.
- Attend Troop Committee meetings.
- Attend all campouts or arrange for a qualified adult substitute.
- Attend monthly district Roundtable or arrange for a qualified adult substitute.
- Attend Eagle boards of review and introduce the troop's Eagle candidates or arrange for a qualified adult substitute.
- Conduct Scoutmaster Conferences for all rank advancements or delegate to a qualified Assistant Scoutmaster (ASM).
- Delegate responsibilities to other adults (Assistant Scoutmasters and Troop Committee) as needed.
- Coordinate annual elections for troop junior leaders with the Patrol Leaders Council (PLC).
- Coordinate an annual Troop Leadership Training (TLT) program with the Patrol Leaders Council (PLC)

- Coordinate an annual planning meeting with the Patrol Leaders Council (PLC) to plan the next year's troop activities. Present this plan to Troop Committee for approval.
- Encourage and support an annual program plan for each Scout to experience at least 10 days and nights of camping each year.
- Build a strong program by using proven methods presented in Scouting literature.
- Ensure that all activities occur under qualified leadership, safe conditions, and follow the policies of the chartered organization and the Boy Scouts of America.
- Maintain a close working relationship with the Chartered Organization Representative and the Troop Committee Chairperson.
- Commit to serve in this position for a minimum of 3 years.

Experience & Training

The Scoutmaster is expected and required to have the following experience and training before assuming the role of Scoutmaster.

- Minimum of 1-year experience as an Assistant Scoutmaster
- Attended all Scoutmaster training available through BSA and other organizations including:
 - Fast Start for Scoutmasters
 - This is Scouting
 - Youth Protection
 - Scoutmaster Specific
 - Introduction to Outdoor Leader Skills
 - Merit Badge Counselor Training
 - Wood Badge
 - CPR & First Aid
- In addition to the required training above the Scoutmaster is also encouraged to attend:
 - Voyageur Canoe Training for Scout Leaders
 - University of Scouting
 - Monthly District Roundtable
 - Wilderness First Aid Basics
 - Compass & Orienteering Training
 - Backpacking Training
 - Other outdoor leadership schools

Assistant Scoutmasters

Assistant Scoutmasters are typically required to spend 6 to 12 months in the troop as a "helpful parent" before becoming a registered leader in the troop. Webelos Den Leaders transferring in may be registered as Assistant Scoutmasters to maintain their service with BSA. However, typically they are expected to shadow and observe their first six to twelve months while they go through Scoutmaster training and learn how Troop 183 operates.

Assistant Scoutmasters report to the Scoutmaster and assist the Scoutmaster to deliver the troop Scout program.

Responsibilities

- Be familiar with the *Guide To Safe Scouting*.
- Be familiar with the Boy Scout Handbook.
- Set the example by wearing the BSA uniform or equivalent for the event (wear what the Scouts should wear).
- Assist the Scoutmaster with his/her responsibilities.
- Become trained for the position to include This Is Scouting, Scoutmaster / Assistant Scoutmaster Leader Specific Training, Introduction to Outdoor Leader Skills, Youth Protection, and Hazardous Weather.
- Wood Badge Training is highly recommended.
- Fill in for Scoutmaster when required.
- In addition to the above duties several ASMs have additional responsibilities in specific areas as assigned by the Scoutmaster:
 - ASM – New Scout Patrol – work with new Scouts to help them make a smooth transition into the troop and advance to First Class in a reasonable time. This involves working with the PLC and the ASPL for New Scouts. Also works closely with Troop Instructor(s), Troop Guide(s), and Advancement Coordinator to facilitate Scout advancements.
 - ASM – High Adventure - Acts as a mentor to the older Scout patrol to promote and execute an annual High Adventure outing. Have taken Wilderness First Aid.
 - ASM – OA - Encourage membership in the Order of the Arrow (OA) and coordinate annual OA elections. Must be an OA member. Should attend all OA meetings or arrange for a qualified adult substitute.
 - ASM – Firecrafter - Encourage membership in Firecrafter and coordinate annual Firecrafter program. Must be a Firecrafter. Should attend all Firecrafter meetings or arrange for a qualified adult substitute.
 - ASM – Junior Leader Advisor - Act as a mentor to troop Junior Leaders. Help coordinate TLT training.

- ASM – Patrol Advisor - Act as a mentor to Patrol Leaders and serve as a resource to the patrols. Get monthly reports from each of the patrols and share them with the SPL and Scoutmaster.
- Tour Leader - This is a SM/ASM trained, uniformed adult over 21 who is appointed by the Scoutmaster to be the adult responsible for any given outing/activity. Normally this person would be an Asst. Scoutmaster (ASM) although this is not required. Completing the following courses or the equivalent would constitute being trained: Youth Protection, Fast Start, This Is Scouting, SM/ASM Leader Specific Training, Introduction to Outdoor Leader Skills, and Hazardous Weather. For outings/activities on or in water, training also must include Safe Swim Defense, Safety Afloat, and Paddle Craft Safety.

Experience & Training

Assistant Scoutmasters are expected to complete the following training within their first 12 months as Assistant Scoutmasters

- Attended all Scoutmaster training available through BSA and other organizations including:
 - Fast Start for Scoutmasters
 - This is Scouting
 - Youth Protection
 - Scoutmaster Specific
 - Introduction to Outdoor Leader Skills
 - Merit Badge Counselor Training
 - CPR & First Aid

Committee Chair

The committee chair leads the team of adult volunteers who manage the operations of the troop. The committee is responsible to ensure the troop is healthy, follows BSA policy and guidelines and the Scouts are advancing. The committee chair selects the members of the committee and with the team ensures that the Scouting program is provided to the Scouts.

The Scoutmaster reports to the committee chair.

Responsibilities

- Organize the Troop Committee to see that all functions are delegated, coordinated, and completed.
- Maintain a close working relationship with the Chartered Organization Representative and the Scoutmaster.
- Interpret national and local policies to the troop.
- Ensure the troop adheres to the policies of the Chartered Organization and the Boy Scouts of America.
- Prepare Troop Committee meeting agendas.
- Call, preside over, and promote attendance at monthly Troop Committee meetings and any special meetings that may be called.
- Encourages service to the chartered organization.
- Coordinate and promote annual service project for St. Michael's Episcopal Church as thanks for allowing us to meet in their facilities
- Encourage troop representation at monthly district Roundtable.
- Recruit top-notch, individuals for adult leadership.
- Become trained for position to include Troop Committee Training and Youth Protection.
- Be familiar with the *Guide To Safe Scouting*.
- Encourage adult leaders to get trained.
- Arrange for charter review, recharter annually and plan charter presentation.
- Commit to serve in this position for a minimum of 3 years.
- Attend all committee training and Scoutmaster training provided through BSA and other organizations including:
 - Fast Start for Committee Chair
 - This is Scouting
 - Youth Protection
 - Troop Committee Specific
 - Merit Badge Counselor Training
 - Scoutmaster Specific
 - Introduction to Outdoor Leader Skills
- In addition to the required training above the committee chair is also encouraged to attend:
 - University of Scouting
 - District Roundtable
 - Wood Badge
 - CPR & First Aid

Committee Members and Other Adult Leadership Positions

Committee members and other adult leadership positions are recruited by the committee chair or Scoutmaster and report to either the Committee Chair or Scoutmaster depending on the specific function. Job descriptions and duration for these additional positions are found on the troop website.

| | |
|---|---------------------------------------|
| Chartered Organization Representative (COR) | Website Advisor |
| Treasurer | Friends of Scouting (FOS) Coordinator |
| Secretary | Recharter Coordinator |
| Advancement Coordinator | Life-to-Eagle Coordinator |
| Database Coordinator/Administrator | Newsletter Editor |
| Membership Coordinator | Adult Grubmaster |
| Outdoor/Activities Coordinator | Merit Badge Counselor |
| Equipment Coordinator (Adult Quartermaster) | Committee Member (MC) |
| Fund Raising Coordinator / Popcorn Kernel | Uniform Bank Coordinator |
| Chaplain | Adult Recognition Subcommittee |
| Scouting For Food Coordinator | Scholarship Subcommittee |
| Training Coordinator | |

Paperwork Management Procedures

In order to properly maintain adequate records within the troop, and to make those records accessible to present and future adult leaders, the following procedures and protocols should be observed:

Advancement Reports: are to be completed and filed at the BSA Council Office *only by or at the direction of the troop Advancement Coordinator*. The troop copy of each advancement report is to be kept permanently in the troop room file under the Advancement Coordinator's supervision.

Scout membership applications (BSA form): are to be reviewed and filed at the BSA Council Office *only by or at the direction of the Membership Coordinator* or Scoutmaster. The troop copy of each is to be kept permanently in the troop room file, along with our "Troop 183 Information" sheet and "Parent Resource Survey" forms.

Adult Leader Applications (BSA form): are to be reviewed and filed at the BSA Council Office *only by or at the direction of the Troop Committee Chairman* or Scoutmaster. The troop copy is to be kept permanently in the troop room files under the Committee Chairman's supervision.

Individual Scout Advancement Records: Entries are to be made in TroopMaster *only by or at the direction of the Advancement Coordinator, Database Administrator, or Scoutmaster*. An emailed copy or hard copy of a Scout's record is available on request from the Advancement Coordinator, Database Administrator, or Scoutmaster.

Driver and Vehicle Information: are to be obtained annually and reviewed by the *Membership Coordinator*, recorded in TroopMaster by the *Database Administrator*, and then kept permanently in the troop room under the *Outdoor/Activities Coordinator's* supervision.

Medical Information/Consent forms: are to be obtained and reviewed by the *Membership Coordinator* and then delivered to the *Health & Safety Officer or Scoutmaster*. This record is to be stored permanently in a locked drawer in the troop room under the Health & Safety Officer's or Scoutmaster's supervision, except that the binder containing the forms is to be carried along on each outing and then promptly returned by the adult leader in charge of that outing.

Original Blank Forms: are to be kept in the troop room in a separate file, and are to be removed only for the purpose of making more copies. Blank copies of the various forms should be kept in a file next to the completed forms.

The above records are to be removed from the troop room only temporarily and only with the approval of the adult leader in charge of those particular records. Please return them promptly so that other adult leaders may have access to them.

Other records, correspondence, publications and reports which should be kept permanently in the troop room, for historical and reference purposes, include:

- Minutes of Troop Committee meetings
- Treasurer's reports
- Master copy of each troop outing information sheet, including final financial information
- Maps, brochures and information from places we have visited
- Catalogs and information from non-BSA suppliers
- Newsletters

Quartermaster Policies

General Information

Scouts are responsible for proper care of troop equipment. This includes appropriate treatment of equipment during camping events as well as proper cleaning and storage after camping. After camping, Patrol Leaders will distribute equipment and tents that need to be taken home for cleaning and drying. The equipment is expected to be returned at the next Scout meeting, cleaned and dry. An exception may be the return of tents if weather conditions do not permit proper drying by the following meeting.

The troop shall provide equipment such as tents, Patrol boxes, stoves, utensils, and lanterns. The Scouts in each Patrol are responsible for purchasing and maintaining consumable items such as cooking oil, paper towels, dish soap, scouring pads, spices, matches, etc.

Responsibilities

The troop Quartermaster (youth position) shall insure that all troop equipment is available for camping events in good working order. This includes the disbursement of equipment at the start of a campout and the return of that equipment after a campout. Troop Quartermaster shall also insure that each Patrol has their equipment in proper order. The troop Quartermaster shall report the status of the equipment to the Assistant Senior Patrol Leader. When equipment repairs or replacement are necessary, the troop Quartermaster shall inform the Equipment Coordinator (Adult Quartermaster).

The Patrol Quartermaster shall insure that his Patrol has all of the equipment needed for a camping event and that it is cleaned and returned to its proper place after use. A list is maintained in each Patrol box to aid the Patrol Quartermaster. He is responsible for maintaining the consumable items in his Patrol's boxes and the collection of money for the purchase of those items. At the end of each campout, the Patrol Quartermaster shall present to his Patrol Leader a list of equipment being returned to the Patrol boxes and/or troop trailer. The list shall indicate which equipment is going home with Scouts (identified by name) for cleaning/drying. At the next meeting, the Patrol Quartermaster shall collect the equipment that was cleaned at home and present it to his Patrol Leader for inspection. The Patrol Leader shall then report equipment status to the troop Quartermaster. If any equipment has not been returned, then the Patrol Quartermaster shall immediately call the parent(s) of the responsible Scout for the prompt return of the cleaned equipment by the end of the meeting.

Equipment Replacement and Repair

Equipment needing replacement due to normal wear and use shall be purchased by the troop.

Equipment that is damaged due to negligence or inappropriate use shall be replaced by the Patrol or responsible person(s). The Troop Committee shall make the final decision on payment responsibilities.

Borrowing Troop Equipment

Members of Troop 183 may borrow troop equipment for use in non-troop BSA activities (e.g. OA or Firecrafter activities) with the approval of the troop Quartermaster and Scoutmaster. The individual member is financially responsible for any loss or damage to said equipment.

Personal Equipment

Each camping participant is solely responsible for any and all personal items brought on a camping or other outdoor event. Troop 183, its leaders, and chartering organization are not liable, and cannot be held liable, for lost, stolen, damaged, or destroyed personal items. We sometimes camp in very public places, and a tent is not secure. Items left in the open, or even in a closed tent, are not guaranteed to be where you left them, or in the condition you left them, when you return. Troop 183 camps in any weather, and rain, snow, hail, and wind can damage or destroy, or cause to be lost, personal clothing and equipment.

If a Scout is not willing to have it lost, stolen, damaged or destroyed, the item should not be taken on a trip.

Guidelines for High Adventure Trips

These guidelines shall apply to any high adventure trip “sponsored” by Troop 183. Any trip is considered to be “sponsored” if: (1) the official tour permit designates Troop 183 as the sponsoring unit; or (2) if the trip is approved by the Troop Committee as an official Troop 183 function; or (3) if Troop 183 or its members provide more than half of the trip’s funding or participation, and the tour leader is a Troop 183 registered adult leader. Any trip falling outside this definition shall not be considered an official Troop 183 function, and parents of participating Scouts should be cautioned that Troop 183 leadership will have no responsibility or control over the conduct of the outing. No troop funds, camperships, equipment or other troop resources are to be used in connection with non-sponsored outings without specific approval of the Troop Committee.

High adventure trips sponsored by Troop 183 shall conform to the following guidelines:

- a) One registered adult leader is to be designated as the tour leader. The tour leader will have the ultimate responsibility and authority to conduct the outing within all applicable BSA regulations and Troop 183 policies.
- b) High adventure groups are called crews and are run by the patrol method. The crew youth elect from within their membership a crew leader or crew chief to lead the crew in place of the position of SPL. The tour leader supports the crew chief.
- c) So far as practical, all existing troop policies and guidelines will be applicable during the trip. The tour leader should take care not to impose requirements or policies inconsistent with normal troop practices or policies.
- d) Qualifications and prerequisites for participation in a high adventure outing shall be established in advance by the Troop Committee, on the recommendation of the tour leader.
- e) Advancement activities to be conducted during or in training for a high adventure trip should be reviewed and approved in advance by the Advancement Coordinator.
- f) Training activities in preparation for a high adventure trip should be approved by the Troop Committee so as not to interfere with other outings or normal troop operation.
- g) First and foremost, a high adventure outing is to be *fun* for both the Scouts and the leaders. This is our ultimate reward for the hard work and diligent preparation leading up to the trip. Enjoyment should be the primary focus.
- h) Tour leaders should be especially sensitive to the needs of those Scouts who are touring without a parent. Parents should be freely consulted regarding any behavior or attitude problems. Discipline must be handled with great caution and sensitivity, so as not to spoil the trip for anyone unnecessarily.
- i) The following practices are specifically prohibited:
 1. Imposing uniform requirements that are more stringent than existing troop policy, except for requiring Scouts to wear specially-ordered T-shirts or the like which are provided as part of the tour package.
 2. Imposing monetary fines, without prior Committee approval.
 3. Any form of corporal punishment.
 4. Unnecessary limitations on a Scout’s privacy, freedom of movement, or religious freedom.
 5. Unnecessary deprivation of food or shelter.
 6. Any unusual and unnecessary physical ordeal, unless it has been fully disclosed to participants and approved in advance of the trip.
 7. Any form of hazing, staged emergency (i.e., where any participant is led to believe that a real emergency exists) or other psychological ordeal.
 8. Any other novel or unusual activities or disciplinary methods, *without advance approval of the Troop Committee*.

Financial Reporting for Major Trips

Each major trip is to have its proposed budget approved by the Troop Committee.

All participants shall be required to pay their assessed share before the trip begins and per the payment schedule defined by the Trip Leader.

A trip cash account worksheet (Microsoft Excel) shall be maintained by the Trip Leader and supplied to the Troop Committee and Treasurer for audit.

A financial report for trips involving major funds (such as a Philmont or other high adventure trip) shall be made within 45 days of the trip’s conclusion comparing budgeted expenses to actual expenses. Supporting documentation (receipts, bills, etc.) shall be in a form that flows into the accounting worksheet (Microsoft Excel) in an intuitive and obvious manner. All documentation is to be provided to the troop Treasurer for historical purposes.

Modification of Rules and Regulations

It is understood that these rules and regulations regarding the operation of Troop 183 may be modified as time and circumstances dictate. In all cases the Troop Committee will approve any modifications and all Scouts and their parents/guardians will be notified in writing.

Adopted by Troop Committee on April 11, 2011



Ray Motluck
Committee Chair
Troop 183



Mike Wyatt
Scoutmaster
Troop 183

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