

Troop 106

Grafton, MA

Troop Policies and Guidelines



Scout



Tenderfoot



Second Class



First Class



Star



Life



Eagle

Boy Scout Troop 106

Policies and Guidelines Signature Page

Please print this page and return it to the Scoutmaster or an Assistant Scoutmaster at the next Troop Meeting. Failure to sign and return this form within 2 weeks of receipt of this document may result in the Scout being ineligible to participate in Troop activities.

We have read, understood, and agree to abide by the guidelines and policies provided to our family as part of Grafton Troop 106. These guidelines were provided to us and are available at <http://www.graftontroop106.org/>, Troop 106's website. I agree that failure to comply with the Troop 106 Policies and Guidelines may result in suspension of me or my child or both from further participation in Grafton Troop 106.

Scout's Name
(Please Print Legibly)

Scout's Signature

Date

Parent/Guardian Name
(Please Print Legibly)

Parent/Guardian's Signature

Date

Signature page accepted by:

Troop Representative's Name
(Please Print Legibly)

Troop Representative's Signature

Date

Boy Scout Troop 106

Troop Policies and Guidelines

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INTRODUCTION

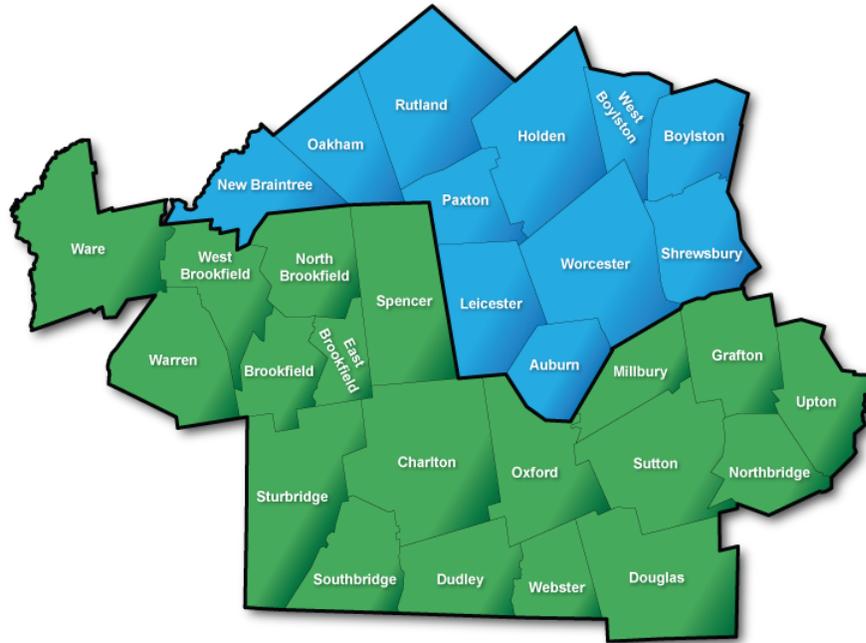
Welcome to Boy Scout Grafton Troop 106! Troop 106 was reformed after a 5-year hiatus in February, 2013. St. Mary's Parish in North Grafton is the Troop's Chartering Sponsor.

Troop 106 is committed to the Boy Scout Oath, Motto, and Law, serving the Grafton and surrounding communities, and helping boys grow into young men with the best of character and high self-esteem. Boy Scouting has significant emphasis on the outdoors and appreciation of nature. Camping skills are practiced in the Troop to allow a lifelong enjoyment of camping and nature.

MEMBERSHIP

COUNCIL AND DISTRICT MEMBERSHIP

Troop 106 is a member of the Mohegan Council which covers a distinct geographic area in Southern Central Massachusetts displayed in this map. The Council is subdivided into two Districts, Mill Town, and Quinsigamond. Troop 106 is part of the Mill Town District which includes the towns in green on the map above. Troop 106 participates in many District-wide and Council-wide activities throughout the year.



The Mohegan Council office is located at 19 Harvard St, Worcester, MA 01609. The Council telephone number is 508-752-3769; their website is www.mohegancouncilbsa.org.

SCOUT MEMBERSHIP

Membership in Troop 106 is open to all boys who are 11 years old or who have completed fifth grade or have earned the Cub Scout Arrow of Light, but are younger than 18 years old. Additionally, a boy must read and promise to observe the Scout Oath and Law. To become a member, a [Boy Scouts of America Youth Application form](#) must be submitted to Troop 106. [Part A and B of the Annual Health and Medical Record form](#) must also be completed, signed and returned to the Troop prior to a new Scout participating in any outdoor event. If an event exceeds more than 72 consecutive hours, [Part C of the Annual Health and Medical Record form](#) must also be completed and signed by a certified and licensed health-care provider (MD, DO, nurse practitioner, or physician's assistant). The Annual Health and Medical Record form can be found at: http://www.scouting.org/filestore/HealthSafety/pdf/680-001_ABC.pdf.

All medical information is securely kept with the Troop Outdoor Activities chairperson and only provided to appropriate medical personnel in case of an emergency. For Scouts participating in camp programs, such as Treasure Valley Scout Reservation, copies are given to the Camp Medical Officer and only retained for the time the Scout is attending camp.

A Troop 106 New Scout Membership form must be completed to provide the Troop with the family's contact information to be included on the Troop 106 Roster as well as indicate activities parents will volunteer for during the year. Troop 106 currently assesses a \$70.00 registration fee, which includes a subscription to Boys' Life Magazine, annual registration fee to the Boy Scouts of America which provides liability insurance coverage for all outings and other Troop operational expenses. This registration fee may increase over the years as BSA council and national fees increase.

SCOUTS WITH DISABILITIES

Troop 106 accepts boys of all abilities. In an instance of a disability (physical or cognitive), a meeting should be set up between the parents/guardians, the Scout and Scoutmaster to discuss the Scout's integration into the Troop. Parental involvement with the Scout, the Troop and adult leaders is paramount to the success of the Scout. Depending on the disability, there are processes in place to help the Scout advance by using alternate requirements. This is on a case-by-case basis and subject to the approval at the Council level.

ATTENDANCE REQUIREMENTS

Active status in Troop 106 is maintained by attending a majority of the regular weekly Troop Meetings, the monthly weekend activities and the quarterly Court of Honor ceremonies held throughout the Scouting year (September through July). The Scoutmaster may make exceptions to this requirement in special circumstances, such as illness or family situation, if necessary. If this attendance requirement is not followed, a Scout may be dropped from the active roster and the Scout may not be allowed to advance through the Scout ranks or attend special trips they would otherwise be eligible to attend.

Because it is important to attend meetings prior to all overnight trips, attendance is expected at the sign-up meeting for any overnight outing, usually 2 weeks prior to any trip. This will ensure that accurate planning information is received and adequate preparation is made for the trip.

SCOUT RESPONSIBILITIES

Registration – A Scout must be registered through the Scout Council Office and have turned in a signed medical form before he can be allowed to go on a Troop outing. Scouts will be informed about each trip in advance as to times of departure and return, cost, where the event will be, necessary equipment and supplies to bring, and the activities of the trip. The Scout is expected to complete online signup in a timely manner when such signups are provided. This includes stating they are not participating.

Scout Uniform – Each Scout is expected to have a complete, official Boy Scout uniform including: BSA uniform shirt, neckerchief, neckerchief slide, pants or shorts, belt, socks, and sash. This is referred to as a **Class A Uniform** and will be used for all formal events such as Troop Meetings and Courts of Honor. Unless a uniform inspection is scheduled, regular weekly meeting attire should include at a minimum: Class A shirt, shorts or pants with belt, neckerchief and slide. No jeans, camouflage, or running shorts.

Attendance – Attendance is important. Each Scout is needed for his Patrol to function at its optimum level. The older, more experienced Scouts are needed for their leadership and teaching skills. The new and younger Scouts need to attend to work on their basic camping and Scout skills. If a Scout does not attend meetings regularly, he will miss out on opportunities to learn Scouting skills, advance in rank, and earn Merit Badges.

Service – Troop 106 conducts many community Service Projects throughout the Scouting year. Scouts are expected to attend these events, giving back to the community that supports them. Lack of participation in community service projects will inhibit rank advancement and may prohibit the Scout from participating in special Troop events such as High Adventure, camporees and other activities designated as special Troop events by the Scoutmaster Corps. Scouts are expected to log a minimum of 3 hours of service in the previous 6 months in order to attend special Troop events.

Advancement – Rank requirements must be signed off by a member of the Scoutmaster or an Assistant Scoutmaster. To prevent embarrassment and misunderstanding, a parent may not do this for his own son. Merit Badges must be signed off by a registered Merit Badge Counselor and the Scoutmaster. We encourage a Scout to also use approved counselors outside of our Troop for Merit Badges, so that he will gain experience in dealing with new people.

Fundraising – Fundraising is critical to the life of the Troop, allowing us to pay for campouts, trips, special events and other activities. All Scouts, regardless of age or rank, are required to participate in Troop fundraising activities (i.e. Annual Popcorn sales, Card Deck sales, etc). If a Scout does not participate in fundraising, or their family chooses not to participate, the Scout may be prohibited, or may be asked to pay a higher fee to attend the events that fundraising enables. Exceptions may be made on an individual basis for families who can demonstrate financial hardship.

PARENTAL INVOLVEMENT

Each family is encouraged to be actively involved with the Troop. There are ample opportunities including Committee leadership positions, organizing or assisting with fundraisers, participation in campouts (Youth Protection training required), providing transportation, teaching a skill, etc.

Parents are asked to take their turns at driving to Scout sponsored functions and campouts. The Transportation Coordinator will ask you to fill out an information sheet with your driver's license number, vehicle information, and insurance coverage before you transport Scouts to functions. Drivers should make certain their vehicles are in safe working condition and should make sure they have not consumed any alcohol or drugs that would affect driving skills within 24 hours of the trip.

The Boy Scouts of America prohibits the use of alcoholic beverages and controlled substances at any encampments or activities on property owned and/or operated by the Boy Scouts of America, or at any activity involving the participation of youth members. Adult leaders and parents should support the attitude that young adults are better off without tobacco and may not allow the use of tobacco products at any BSA activity involving youth participants.

Due to the Boy Scouts of America's policy of having two adults present at all times at Scout functions, a parent may be asked to attend a Scout Meeting until another leader arrives. In addition, a Merit Badge Counselor may ask for a parent to remain for the Merit Badge consultation if another adult is not present.

AUTOMOBILE LIABILITY INSURANCE

All vehicles transporting Scout MUST be covered by a liability insurance policy. The amount of this coverage must meet or exceed the insurance requirement of the state in which the vehicle is licensed. (It is recommended, however, that coverage limits are at least \$100,000 combined single limit.) Any vehicle carrying 10 or more passengers is required to have limits of \$1,000,000 single limit. In the case of rented vehicles, coverage limit requirements can be met by combining the limits of personal coverage carried by the driver with coverage carried by the owner of the rented vehicle. All vehicles used in travel outside the United States must carry a liability insurance policy that complies with or exceeds the requirements of that country.

PERSONAL CONDUCT POLICY

Sometimes we take for granted certain rules and regulations. Troop 106 has a number of active Scouts who maintain the high standards that we ascribe to under the Scout Oath and Scout Law. Although we have very few problems, and do not anticipate any, we feel that certain rules and guidelines should be written down and agreed upon to avoid any misunderstandings. These rules apply when a Scout is under the Troop's responsibility – that is any time he is with the Troop, either at the weekly meetings, on a camping trip, or any other Troop-sponsored activity.

The following actions will not be tolerated:

- Any form of hazing, harassment, or malicious behavior toward another Scout
- Behavior disruptive to the Troop or Troop activity; including use of cell phones and/or electronic devices
- Possession or use of any illegal drug
- Possession or use of alcoholic beverages
- Possession or use of any fireworks
- Possession or use of any tobacco product
- Destruction or vandalism of any property
- Stealing
- Obscene or profane language

Participating in the above activities will result in disciplinary action that could include suspension or expulsion from the Troop. Such suspension or expulsion, as well as the terms of reinstatement of a suspended Scout, will be determined by the Scoutmaster with the concurrence of the Troop Committee.

Discipline must be maintained for the adult and youth leaders to manage a group of this size. Disciplinary measures never involve physical contact, but are along the lines of privileges being taken away. If a significant violation occurs while on a campout, a parent will be expected to immediately retrieve their Scout, regardless of distance from Grafton. A Scout is trustworthy and we expect this first point of the Scout Law and all others to be taken seriously. A Scout will become a responsible young man and a respected adult if he lives by the Scout Oath and Law.

SAFE HAVEN – BSA'S ANTI-BULLYING PROGRAM

The leaders of Troop 106 have a strong commitment to BSA policy and guidelines pertaining to Safe Haven, also known as anti-bullying. According to the BSA, "Bullying is any behavior that is deliberate and hurtful, repeated over time, and characterized by a relationship involving an imbalance of power such as size, age, or popularity." Bullying can be verbal, physical, emotional, social, behavioral, or any combination.

The Boy Scout's goal is to create and maintain at all Troop functions a place where everyone feels physically and emotionally secure. There are several ways to do this:

- Setting the example by always behaving as a Scout should
- Living the Scout Oath and Scout Law at all times to the best of your ability
- Refusing to tolerate any kind of inappropriate put-downs, name-calling, physical aggression, or hazing
- Communicating acceptance of each member of the Troop through expressions of concern for them and by showing appreciation whenever possible.
- Creating an environment based on learning and fun
- Seeking the best from all members of the Troop and striving to help them achieve it

ORGANIZATION

PATROL METHOD AND LEADERSHIP

Troop 106 follows the Boy Scout concept of the Patrol Method which divides the Troop into smaller groups of Scouts working together as a team. Patrols are the cornerstone of Troop 106, and ideally each Patrol includes five to ten Scouts. The principle reason for using Patrols is that Scouts are intended to be responsible for every task of planning, teaching, directing, supervising, controlling, and running the Troop. Patrols give Scouts experience in group living and interaction, teamwork, participation in citizenship, and allowing them the opportunity to interact in small groups where they can easily relate to each other.

Adults leaders are intended to give advice and supervise, but not lead the Troop. Within a Patrol, Scouts elect their own leaders, conduct meetings, and plan and carry out their own activities. It places a certain amount of responsibility on young shoulders, and teaches boys how to accept it and rise to the challenge. Boy Scouting is designed to take place in the outdoors where Scouts learn to live with each other. Here skills and activities practiced at Troop meetings come alive with purpose.

Whenever possible, new Scouts will be added into existing Patrols. This gives them the advantage of the experience and leadership of older, more seasoned Scouts as the new Scouts “learn the ropes.” As the new Scouts advance and grow, they in turn will pass their skills on to younger Scouts.

TROOP JUNIOR LEADERSHIP AND PATROL POSITIONS

Junior Leaders are Scouts who assist the Scoutmaster to lead the Troop. They build on experiences and knowledge gained while in Patrol leadership positions. As Junior Leaders, Scouts' responsibilities increase from being responsible for just a Patrol (5 to 10 Scouts) to directing the Troop as a whole (30-40 Scouts). In order to be eligible to run or be appointed to a Junior Leadership position, a Scout must complete a Leadership Application form and be an *active* participant in the Troop, attending 75% or more of all Troop meetings, events, and camping trips. ALL Scout leadership positions are filled at the Scoutmaster's discretion.

It is important to note that in order for a Scout to earn leadership credit toward rank advancement, a Scout must actively and consistently fulfill the responsibilities of his leadership position as outlined in the leadership position's description.

The Junior Leadership positions include:

Senior Patrol Leader – The Senior Patrol Leader (SPL) is the top Youth Leader in the Troop. His job is to guide the Troop to become successful in all of their endeavors. A SPL must be at least a First Class Scout and is elected every six months by the Scouts in the Troop. The SPL's responsibilities include, but are not limited to:

- Running all Troop meetings, events, and activities;
- Appointing the other Youth Leaders with the advice and counsel of the Scoutmaster;
- Assigning duties and responsibilities to other Youth Leaders;
- Assisting the Scoutmaster with Youth Leader Training;
- Overseeing the Assistant Senior Patrol Leader, Quartermaster, Patrol Leaders, ensuring the effective leadership of the Patrols; and
- Running campouts and ensuring Patrol Leaders develop and implement duty rosters.

Assistant Senior Patrol Leader – The Assistant Senior Patrol Leader (ASPL) is the “right-hand man” of the Senior Patrol Leader. The ASPL must be at least First Class Scout and is elected every six months by the Scouts in the Troop. The primary ASPL's responsibilities are to:

- Help the SPL plan and conduct Troop meetings, events, and activities;
- Run the Troop in the absence of the SPL
- Help train and supervise the other Youth Leaders including the Webmaster, Librarian, Historian, Order of the Arrow Representative, Troop Guide, and Den Chief;
- Take Troop attendance at meetings, service projects, and other Troop events;
- Ensure that all Scouts (except SPL, Quartermaster, and Patrol Leaders) are doing their assigned tasks; and
- Complete other duties as assigned by SPL and Scoutmaster.

Troop Quartermaster – The Troop Quartermaster is in charge of the cleaning, care, and maintenance of all Troop equipment. The Troop Quartermaster's reports to his identified Assistant Scoutmaster and the SPL, working with them to ensure the Troop equipment is ready whenever needed. The Quartermaster is appointed by the Scoutmaster and Senior Patrol Leader every six months. The Quartermaster's major responsibilities are to:

- Keep an inventory of Troop equipment;
- Ensure Troop equipment is maintained in good working condition;
- Keep the equipment shed and trailer organized;
- Keep the trailer and totes stocked with supplies and equipment needed for outings;
- Delegate cleaning, loading, and unloading supplies and equipment before and after outings;
- Make recommendations to the Scoutmaster and Assistance Scoutmasters regarding new or replacement equipment for the Troop;

Troop Webmaster – The Troop Webmaster is responsible for maintaining the Troop's website. His responsibilities include helping to maintain the Troop's website by continually updating information and resources, ensuring its accuracy, maintaining members' and leaders' privacy, and staying on top of technology and webpage capabilities to ensure the Troop website is attractive, interactive, and up to date. The Webmaster is responsible for including any information on the website as reasonably requested by other Scouts and adults.

Troop Librarian – The Troop Librarian maintains any books, magazines, and audiovisuals available for checkout by Scouts and Leaders. The Librarian maintains an active list of Merit Badge books, keeping them organized, and maintains a system of checking the materials out by Scouts. He also maintains a list of Merit Badge Counselors in the area.

Troop Historian – The Troop Historian gathers pictures and facts about Troop activities and keeps them in a historical file or scrapbook (either paper or electronic); takes care of Troop flags, banners, trophies, ribbons, and souvenirs of Troop activities; maintains information about former members of the Troop; and provides pictures and information to Troop Webmaster for maintenance on the Troop website.

Order of the Arrow Representative – The Order of the Arrow (OA) Representative serves as a communication link between the Troop and the local Order of the Arrow lodge. By enhancing the image of the Order as a service arm to the Troop, he promotes the Order, encourages Scouts to take part in all sorts of camping opportunities, and helps pave the way for older Scouts to become involved in High-Adventure Programs. The OA Troop Representative assists with leadership skills training and reports to a designated Assistant Scoutmaster.

Troop Guide(s) – The Troop Guide is an experienced Scout who has attained at least a First Class Rank and helps new Scouts develop the necessary skills for participating in a Patrol, camping, and rank advancement. A Troop Guide is selected by the Scoutmaster on the basis of teaching and leadership ability.

Den Chief – The Den Chief is the liaison between a Cub Scout Den and the Troop. He assists in recruiting new Scouts and planning activities to participate in with the Den(s).

PATROL POSITIONS

Patrols are directed by a Patrol Leader and Assistant Patrol Leader. Their responsibilities are described below.

Patrol Leader – A Patrol Leader manages a Patrol of 5-10 Scouts. Scouts within a Patrol hold an election every six months to select a Patrol Leader. To be a Patrol Leader, a Scout must hold at least the rank of Second Class. The major duties of the Patrol Leader are to:

- Set a good example by living the Scout Oath and Law;
- Wear the uniform correctly and neatly;
- Keep ahead in advancement of Patrol members so they have a mentor;
- Give every Patrol member specific jobs to help the Patrol succeed as a team, such as developing Duty Rosters at events;
- Develop “Patrol Spirit” and lead the Patrol in its meetings and activities;
- See that the Patrol is prepared to take an active part in all Troop activities;
- Work with the Scoutmaster and other Troop leaders to help the Troop run well; and
- Present the Patrol ideas to the Senior Patrol Leader and Scoutmaster.

Assistant Patrol Leader – The Assistant Patrol Leader is the “right-hand man” of the Patrol Leader and assists him, as needed. The Assistant Patrol Leader is the Scout ready to step in and assume the duties of the Patrol Leader when the Patrol Leader is not present.

TROOP ADULT LEADERSHIP

The Troop Adult Leadership is composed of two branches: Troop Leaders and the Troop Committee. The Troop Leaders are the Scoutmaster and his/her Assistant Scoutmasters (ASMs). The Troop Committee is led by the Committee Chair and is comprised of adults and parents interested in the activities of Troop 106 and Scouting. The Troop Committee supports the Troop program and Troop leaders by handling tasks that help the organization run smoothly.

It is important to note that BSA requires, and Troop 106 abides by, **“Two-Deep Leadership.”** At least two registered adult leaders, or one registered leader and a parent of a participating Scout or other adult, one of whom must be 21 years of age or older, are required for all meetings, trips, and outings. There are a few instances, such as Patrol activities, when the presence of adult leaders is not required and adult leadership may be limited to training and guidance of the Patrol leadership. With the proper training, guidance, and approval by the Troop leaders, the Patrol can conduct day hikes and service projects. Appropriate adult leadership must be present for all overnight Scouting activities.

Scoutmaster – The Scoutmaster is the person who quietly but effectively pulls it all together to reach the Troop's goal: to help boys grow into young men. He accomplishes this by training and guiding the Junior Leaders to run the Troop, and by managing and supporting his Assistant Scoutmasters in their assigned roles. The Scoutmaster is the one – and only – Troop leader who relates closely to each of the other links in the chain of Troop operations: Scouts, Youth Leaders, Assistant Scoutmasters, and the Troop Committee.

Assistant Scoutmasters – Assistant Scoutmasters are trained individuals working to support the Scoutmaster in administering the program directly with the boys. Assistant Scoutmasters are assigned specific program responsibilities. In the absence of the Scoutmaster, an Assistant Scoutmaster is assigned to fulfill his duties.

TROOP COMMITTEE

The Troop Committee is comprised of Troop 106 leadership and parents of Scouts. The Committee is responsible for planning and execution of Troop activities including recreational events, campouts, community service, fundraisers, and learning opportunities. The Troop calendar is established by the Committee and reflects the ideas and interests of the Scouts, Leaders, and parents. Attendance at Committee Meetings by all parents is encouraged in order to be an integral part of determining the Troop's direction. The Troop Committee has many Executive Board positions available, including:

Committee Chair – The Committee Chair runs the regularly scheduled Committee Meetings and works with the Scoutmaster in preparing the meeting agendas. The Chair informs parents and the Committee of time and location of the meeting, to get as much participation as possible. The Chair ensures Troop representation at monthly District round tables, completion of the annual re-chartering, that all other Committee tasks are completed, and recruits adults for open positions.

Secretary - The Secretary keeps minutes of Troop Committee meetings and send out Troop Committee meeting notices, handles publicity, prepares a family newsletter of Troop events and activities, reports the minutes of the previous monthly meeting to Committee Members at least three days before the next regularly scheduled Committee Meeting, conducts a Troop resource survey and maintain the completed survey for reference, and presides over Troop Committee meetings in the absence of the Committee Chairperson.

Treasurer – The Treasurer ensures the Troop maintains a sound financial program. Primary responsibilities include: managing and maintaining the Troop's bank accounts and financial records on QuickBooks; approving all budget expenditures; collecting dues and other fees; making regular reports at the Committee Meetings of the financial condition of the Troop; and guiding the Troop in conducting Troop fundraising projects.

Chartered Organization Representative – Acts as the liaison between the Troop Committee and the Troop's sponsor, St. Mary's Parish. Acting as the liaison to obtain the Chartered Organization's assistance and maintaining a mutually satisfactory working relationship with the Chartered Organization are the primary responsibilities of this position.

Advancement Chair – The Advancement Chair records and tracks all awards and ranks of the Scouts as well as submits advancement reports to Council through their electronic system, and provides reports to the Scoutmasters and Committee Members. The Advancement Chair also sets-up and runs the Boards of Review, and Courts of Honor.

Fundraising Chair - The Fundraising Chair make recommendations on fundraising activities and reports to the Troop Committee at each meeting. Fundraising events include, but are not limited to the Popcorn Fundraiser. The Fundraising Chair plans and oversees the logistics of the annual Troop 106 Popcorn Fundraiser and prepares a budget for the fundraising event and presents it to the Troop Committee Board for approval.

Outdoor Activities Chair - The Outdoor Activities Chair explores with the Troop possible summer camp availability, makes appropriate reservations for summer camp, oversees and coordinates all necessary forms for scouts and ASMs to attend summer camp, makes recommendations to the Troop regarding potential scholarship needs for Troop scouts and seeks needed Committee funding for Assistant Scout Masters (ASM's) to attend and supervise Troop scouts at summer camp, coordinates transportation to Troop activities, updates driver transportation forms to assure that all drivers are properly registered as drivers with Troop 106 and the District, reviews Tour Permits to assure that all drivers are properly registered with Troop 106 and the District, periodically

updates and maintains pertinent policies regarding transportation and drivers for Troop 106, maintains and assures that all necessary Medical documents are properly filed and updated, arranges for the purchase of new T-shirts and neckerchiefs, solicits and maintains donated uniforms for distribution to Troop 106 scouts, and reports to the Troop Committee at each meeting.

Equipment Coordinator - The Equipment Coordinator helps secure permission to use camping sites, supervises and helps the Scout Quartermaster procure camping equipment, works with the Scout Quartermaster on the inventory and proper storage and maintenance of all Troop equipment and supplies, makes periodic safety checks on Troop camping gear, and encourages the scouts in the safe use of all outdoor equipment, oversees maintenance and renewal/refresh of Troop equipment, and reports to the Troop Committee at each meeting.

Membership Chair – The Membership chair works with Cub Scout packs to make a smooth transition of Webelos Scouts from Pack to Troop, helps with the crossover ceremony of new Scouts, promotes and encourages Scouts to recruit new members, plans and coordinates the Troop open house, and assists in the orientation of new Scouting parents.

Training Chair – The Training chair ensures Troop leaders and committee members are aware of training opportunities and are properly trained, maintains an inventory of up-to-date training materials and other training resources, works with the District Training Team in scheduling Fast Start training for all new leaders, ensures BSA Youth Protection training within the Troop, assists the Scoutmaster with providing youth leader training within the Troop and at the council and national levels, and reports to the Troop Committee at each meeting.

Service Chair - The Service Chair coordinates Troop service projects, and reports to the Troop Committee at each meeting.

MEETINGS

REGULARLY SCHEDULED OR RECURRING EVENTS

Troop 106 has a number of regularly scheduled events. These include, but are not limited to:

- Troop Meetings – Every Monday at St. Mary's Parish from 7:00-9:00 PM. Exceptions noted below.
- Outdoor Activities - It is the Troop's goal to go on at least one hike and one outing every month.
- Patrol Leaders Council Meetings - The PLC meets once a month outside of regular Troop meetings.
- Scoutmaster Conferences – To be scheduled by Scout's request with the Scoutmaster to sign off on rank advancement.
- Advancement Boards of Review – Held once a month, must be scheduled by Scout's request with the Advancement Chair to seek formal approval for rank advancement.
- Courts of Honor – Four Mondays per year between September and July where Scouts are awarded their rank advancements, Merit Badges, and other recognitions.
- Troop Committee Meetings – 3rd Sunday of each month from 7:00-9:00 PM for Troop planning.
- Annual Planning Conference – Held toward the end of each year or the beginning of the fall during which the major events and activities for the coming year are outlined. This is the time for Scouts to present activity ideas, when decisions are made on attending District or Council activities (e.g., Camporees, Merit Badge Workshops, Scout Shows, etc.) as well as Troop specific events.

TROOP MEETINGS

Troop meetings are held at St. Mary's Parish, located at [17 Waterville St, North Grafton MA](#) on Monday evenings from 7:00 to 8:30 pm. Meetings are held every Monday from September through July, with a break for the month of August. During the school year, in the event the Town of Grafton has no school on a given Monday, there will be no Troop meeting that day. As well, in the event a Troop meeting must be cancelled or rescheduled, Scouts and their families will be notified by the Troop leadership via email.

Every Troop meeting is structured to provide as many chances as possible for Scouts to work on rank advancement; utilize their developing leadership skills; and work on earning Merit Badges. Troop meetings are generally set up as follows:

6:45 – 7:00 pm	Gathering
7:00 – 7:10 pm	Opening
7:10 – 7:50 pm	Inter-Patrol Activity/Skills Training/Advancement
7:50 – 8:10 pm	Game or Other Fun Activity
8:10 – 8:20 pm	Announcements
8:20 – 8:30 pm	Closing

Parents should arrive at 8:10 to pick-up their Scouts and join the Scouts and the adult leaders to hear any announcements and be part of the Closing Ceremony. *To ensure the safety of all Scouts, any Scouts under the age of 14 are required to be picked up from all meetings and events by the parent/adult entering the building and escorting their child or other children they are transporting out.*

TROOP COMMITTEE MEETINGS

The Troop Committee meets once a month during the school calendar on the third Sunday evening of each month. Meetings are conducted on Sunday evenings at St. Mary's Parish starting at 7:00 pm. During these meetings, the Committee will discuss business of the Troop such as planning for activities, the finances of the Troop, recruitment, any concerns raised by parents, etc.

CAMPING PROGRAM

Camping is a major element of the Troop 106 program. In addition to a week at summer camp, it is the Troop's goal to hold a weekend campout every month during the school year. The Troop also strives to plan one High Adventure activity every year or two which provides older Scouts with a more rugged outdoor experience.

Scouts are expected to perform all camp routines as Patrols. Unless otherwise announced by the Scoutmaster in advance, all cooking, camp set-up and clean-up is done by the Scouts – adults offer only counseling and do not complete the tasks.

Required Medical Forms – Participation in any camping activity requires a completed Annual Health and Medical Record form on file with the Troop (Parts A, B for all outdoor activities; Part C if event is more than 72 consecutive hours). This form must be completed and re-submitted annually. No Scout will be permitted to attend a campout without a current (completed within the last year) health form on file with the Troop.

Waivers of Responsibility (A.K.A. Permission Forms) – Any event or activity organized by Troop 106 requires the Waiver of Responsibility form. The completion of the Waiver of Responsibility form covers all legal requirements dictated by BSA policy as well as provides the Troop with the ability to arrange sufficient adult leadership, arrange sufficient transportation, allow Patrols to plan food and equipment needs, allow the purchase of food in a timely manner, make adjustments in the campout program based on the make-up of Scouts attending (age, rank, and number), and complete a tour permit to file with our BSA local Council for insurance purposes. In

addition, the Waiver also provides permission for emergency medical care to be administered, if needed. Space on the form also allows parents to inform the Troop of any chronic or short-term medical needs such as medication, activity limitations, or recent illnesses. Waiver forms can be obtained on the Troop website or at the Troop meetings leading up to the outing. A parent is expected to notify the Troop's leadership if a Scout has registered for a campout or other activity but then determines they cannot participate in the campout or if there is a change in his medical status.

Fees – The cost of campouts is determined utilizing the cost of transportation, registration or campground fees, the cost of the food and other supplies, etc. Generally, campout fees are determined to make the events financially neutral or break-even events. If a Scout commits to attending a campout but cancels their participation and expenses have already been incurred by the Troop for the Scout's planned attendance, the Scout is still expected to pay the fees associated with the event.

Food – For most trips, we look for each Patrol to do the food shopping from a menu prepared by those Scouts. Those individuals responsible for shopping for food (aka "Grubmasters") will also pack food according to food safety requirements such as packing in coolers with ice, etc.

On camping trips, especially backpacking trips, consideration must be given to food packaging and containers. Many times trash must be packed out and burnable paper wrappings are preferred. Glass containers are not permitted.

Only during adult supervised functions will a Scout be permitted to use a stove or lantern that requires any fuel. A Scout may bring and use a backpack camping stove only after the Scout Leadership has certified him for its use. To be certified, a Scout must demonstrate that he knows how to operate his stove in a safe and mature manner and that he knows all the precautions and hazards associated with handling and using this equipment.

Where To Meet – For weekend campouts, Scouts leave from the St Mary's Parish parking lot at the designated time. Times of departure and an estimated return are determined by the event leader and indicated on the Waiver of Responsibility form or in an email. In the event of church activities taking place during the departure or arrival times, Troop 106 will use the parking lot just north of St. Mary's Parish, on the right side of the road.

TROOP EQUIPMENT

Troop equipment is provided for each camping outing/activity which includes stoves, lanterns, cooking equipment, fire-building tools, fire grates, fire buckets, water containers, and tents. This equipment is the best the Troop can afford and we are able to do so because of fundraising and parent contributions. When Troop equipment is returned, it is inspected by the Troop Quartermaster with the condition noted. Any damage found will be discussed with the Scout(s) who used the equipment and the leaders at the outing in order to determine responsibility. If damage is found to be due to negligence or abuse by the Scouts, repairs or replacement costs will be the responsibility of the Scout(s) involved. Normal wear, bad weather, and circumstances beyond the control of the Scout(s) will be taken into consideration when determining responsibility. Equipment found dirty or wet, but undamaged, will be retained by the Scout(s) for cleaning and returned at the next Troop meeting.

Following each campout or activity, the Quartermaster will assign equipment to be taken home by Scouts for cleaning and resupplying of items. For example, a cooking tote may be sent home with a Scout to be cleaned and scrubbed or for supplies such as tin foil or lighters to be restocked.

INDIVIDUAL CAMPING GEAR

Scouts must come to a campout prepared with additional personal equipment beyond what is provided by the Troop. Each Scout is responsible for their personal money for items such as food and/or activities outside of the planned meals and activities of the event as well as responsible for their own equipment. Scouts and trained leaders should wear their uniforms (either Class A or Class B) when traveling to and from Scout camping events, but specific requirements will be communicated by the event leader.

The following items are generally recommended to be taken by the Scout or parent on a campout:

Personal Items:

Scout uniform (shirt, pants, kerchief, slide)	Backpack or day pack
Clothing, appropriate for the season	Scout Handbook (in Ziploc bag to remain dry)
Rain gear (poncho or rain jacket and pants)	Compass
Extra shoes	Pocket knife
Extra socks	Flashlight (small)
Sleeping bag	Canteen or water bottle
Toothbrush and toothpaste	Mess-kit with cup
Towel and Washcloth	Spoon, fork, and knife
Soap/Sunblock	Insect repellent (no aerosols)
Deodorant	
Climate appropriate clothing and outerwear	

Optional Gear:

Sleeping pad (closed cell foam)	Hat (recommended for sun and ticks)
Watch	Sunglasses
Camera	Bird/plant identification book
Headlamp	Personal food (event leader decides if allowed)

Items Not Permitted (*Please note that these items will be confiscated by the activity leader and returned at the conclusion of the event.*):

Cell phones	Radios
Fixed blade knives	Electronic games
Personal axes	

WEEKEND CAMPING

The goal of Troop 106 is to plan for an overnight at a campground within several hours of Grafton each month. Scouts take part in activities, skill work, and rank advancement as planned by the outing organizer and Troop Committee. Each Patrol plans a menu, shops for groceries, prepares its meals, and takes care of clean-up. Menus are approved by an adult leader prior to the campout. The Troop supplies tents, cooking stoves, wood cutting equipment, ropes, lanterns and basic cooking gear to each Patrol. Personal gear is the responsibility of the individual Scout.

SUMMER CAMP

Troop 106 attends one long-term camp every summer either at Treasure Valley Scout Reservation in Rutland, MA, or another location determined by the Troop's Patrol Leaders Council. The TVSR camp has a dining hall and meals are prepared for the Scouts, allowing plenty of time to work on Merit Badges.

If a new Scout has only a little experience away from home, in order to help prepare him for a full week away from home at summer camp, the Troop Committee strongly recommends that the Scout attends at least 2 weekend outings sleeping overnight away from home before attending summer camp. This helps the Scout learn Patrol-method skills and teamwork as well as self-reliance before a more extended time away from home. New Scout parents are asked to use their best judgment in making this decision. A list of personal equipment that a Scout needs to bring to summer camp is distributed prior to camp.

Since we are required to provide our own adult leadership at summer camp, and Boy Scouts' policy requires a minimum of "two deep" adult leadership, we count on several parents each year to help out at this time and attend camp with the Scouts. A completed Annual Health and Medical Record form signed by a licensed medical professional is also required for adults to attend camp with the Scouts.

HIGH ADVENTURE

Scouts meeting rank and age requirements set by the Boy Scouts of America (typical requirement is to have completed 8th grade and First Class Rank) are eligible to participate in the Troop's High Adventure Program. This program includes activities at such Scout High Adventure bases as Philmont Scout Ranch in New Mexico or Florida High Adventure Sea Base. Many other programs are available or can be designed by the interested Scouts and adult leadership from the Troop. High Adventure trek planning usually begins a year in advance of the trek. Interested youth participants may have to make a non-refundable down payment at the initiation of planning to secure the required reservations for the trek.

LEADERSHIP REQUIREMENTS FOR TRIPS AND OUTINGS

Two registered adult leaders, or one Scoutmaster/Assistant Scoutmaster and a parent of a participating Scout, one of whom must be at least 21 years of age or older, are required to attend all trips or outings. No fewer than four individuals (always with the minimum of two adults) are to go on any backcountry expedition or campout.

Male and female leaders require separate sleeping facilities. Married couples may share the same quarters if appropriate facilities are available. When staying in tents, no youth will stay in the tent of an adult other than his own parent or guardian.

ADVANCEMENT

While advancement is considered an important part of our program, it is not overemphasized. Boy Scouts is intended to proceed at the personal pace set by the Scout and his family. If a Scout attends meetings, weekend campouts, summer camp, and other activities on a regular basis, the program balance will help him advance. When a Scout is advancing, he is learning important skills and experiencing leadership.

SCOUT RANK REQUIREMENTS

A Scout's advancement is the natural outcome of his regular participation in scouting activities. The Scout Handbook has lists of all requirements by rank in the back of the handbook. When a Scout has mastered a given skill and satisfies a given requirement, the Scout asks a leader or a Scout of First Class or high rank to see his skill and initial the requirement in the Scout's handbook as acknowledgment of the Scout's achievement.

The requirements for Scout, Tenderfoot, Second Class, and First Class concentrate on the areas of outdoorsman, fitness, citizenship, Scout spirit, and first aid. A Scout need not wait until he has completed all requirements for

Scout, Tenderfoot, Second Class, or First Class before he begins work on the requirements of a higher class. In other words, a Scout can work on all of these ranks at the same time. However, these four ranks must be completed in sequence. A greater challenge awaits the Scout in achieving the ranks of Star, Life, and Eagle as a greater amount of independent work is required to be performed by the Scout in the form of increased Merit Badge expectations as well as to show greater responsibility in the areas of leadership and citizenship.

SCOUTMASTER CONFERENCE

When a Scout completes the requirements for a rank, a Scoutmaster's Conference must be requested by the Scout (*not* the Scout's parents). The purpose of the conference is to develop a level of understanding and trust between the Scoutmaster and Scout. Once this relationship is established and grows, a Scoutmaster can become more effective in helping a boy obtain the most from Scouting. This is an opportunity for the Scoutmaster to guide a Scout to solve his own problems and set his own goals rather than simply acting on the advice of others.

BOARDS OF REVIEW

The final step in the advancement process is a Board of Review. This review is conducted by at least three Troop Committee members, but no more than six. The Board of Review may *not* include the Scout's own parent(s) or guardian(s), Scoutmaster or Assistant Scoutmaster(s). The purpose of the Board of Review is not to retest the Scout, but to make sure he has met all advancement requirements, to talk with the Scout about the Troop and its programs, to determine the kind of experience the Scout is having in the Troop, and of course, to encourage him to keep advancing. The Board of Review approves Scouts for the ranks of Tenderfoot, Second Class, First Class, Star, and Life. Rank advancement to Eagle Scout is conducted by Council's Eagle Board of Review with participating adults for Troop 106.

Overview – Three Steps for Rank Advancement

1. Complete all requirements and have them signed off on the rank page in the back of the handbook.
2. Request and attend a Scoutmaster Conference with the Scoutmaster.
3. Once the Scoutmaster Conference has been completed and the Scoutmaster's approval is received, contact the Advancement Chair to schedule a Board of Review (BoR). After a successful BoR, the Scout will receive his rank patch and be formally recognized for his achievement at the next scheduled Court of Honor.

EARNING MERIT BADGES

Earning Merit Badges are the second main area of the Boy Scout advancement program. Unlike ranks, there is a degree of choice in the Merit Badge program. Boy Scouts may work on Merit Badges from the time they join a Scout Troop until they turn 18 years old. There is no time limit for completion of Merit Badges other than age 18.

The Merit Badges to be earned are to be chosen by the Scout's area of interests. A list of available Merit Badges and their requirements can be found at www.meritbadge.org. Free worksheets for each badge that a Scout can use to document fulfilling the badge requirements can also be printed from this same website. Each Merit Badge has a pamphlet (soft cover book) that is published by the Boy Scouts of America which lists the requirements for the badge as well as provides detailed information to assist the Scout in filling out the worksheet and meeting the requirements. These Merit Badge books can be purchased at the Scout Store or on-line, or borrowed from the public library. Troop 106 also maintains a library of Merit Badge books, although the collection is not complete. When working on a badge, it is important to verify that the Scout is working on current BSA requirements; for example, an outdated Merit Badge book would work on outdated requirements and the badge would not be earned.

Scouts are expected to meet the requirements as they are stated in the pamphlets and worksheets – no more and no less. If it says "show or demonstrate," that is what you must do. Just telling about it is not enough. The same thing holds true for such words as "make," "list," "in the field," "collect," "identify," and "label."

Adult leaders in Troop 106, as well as other adults willing to support the Boy Scout program, are trained and registered as Merit Badge Counselors with BSA. These counselors have special knowledge in their Merit Badge subjects and are interested in helping Scouts earn their badges. Adult leaders in the Troop have a list of Merit Badge Counselors.

Merit Badge Applications (also known as "Blue Cards") can be obtained from the Scoutmaster or Committee Chair of the Troop. When you are ready to conduct a Merit Badge Conference to show you have fulfilled the requirements or to finish completing the requirement with the help of your counselor, call the Merit Badge Counselor to make an appointment. Remember the Scout [Buddy System](#) when meeting with your Merit Badge Counselor – *you must have another person with you at each meeting with any Merit Badge Counselor*. This person can be another Scout, your parents or guardian, a brother or sister, a relative, or a friend.

When you go to your Merit Badge Conference, take along your completed worksheet, the items you have made/collected to meet the requirements, as well as a Blue Card. If the items you have made/collected are too big to move, take pictures or have an adult describe in writing what you have done. The counselor will ask you to discuss or demonstrate each requirement to make sure that you know your stuff and have met or can meet the requirements. When the counselor is satisfied that you have met each requirement, he or she will sign your Blue Card. Once completed, give the signed Blue Card to your Scoutmaster or Rank Advancement Chair so that your Merit Badge emblem can be secured for you. Your earned Merit Badges will be awarded to you at the next scheduled Court of Honor.

In addition to working on Merit Badges individually, Troop 106 will often organize badges to be worked on as a group. Troop 106 Scouts may also choose to participate in Merit Badge events held at various locations throughout various times during the year. Merit Badge events are an opportunity for Scouts from numerous Troops to come together and work on a variety of Merit Badges.

Overview – Four Steps for Completing Merit Badges

Merit Badges represent the opportunity to try out new activities and to develop skills in a variety of areas. Some badges are Eagle required – these generally focus on developing important life skills and are more difficult and involved to complete.

1. Request a Blue Card (a 3-part card) from the Scoutmaster and have him sign it. Check the Troop library or public library for a Merit Badge book (also for purchase at the Council store).
2. Contact a registered Merit Badge Counselor from the list provided by the Scoutmaster before beginning to discuss requirements and make sure you are proceeding as required.
3. Once requirements are completed, wear your Class A uniform, and meet with Counselor to sign-off on the Blue Card. Counselor will keep 1/3 of the card for his records.
4. Have Scoutmaster or Advancement Chair sign Blue Card again testifying you completed the badge. Turn the remaining two parts of the Blue Card into the Advancement Chair. The Scout will receive his Merit Badge patch at the next Court of Honor.
5. Permanently retain your Scout portion of the signed blue card you receive at the Court of Honor for your records. This is your evidence of completing the work if there is ever a discrepancy in Council records.

Please note that Troop 106 has set a limit of 6 merit badges that a Scout can earn from any one counselor.

COURT OF HONOR

The activities, Merit Badges, ranks, and special awards earned by the Scouts are recognized in ceremonies at a Court of Honor. There are usually four Courts of Honor each year (September, December, March, and June). These are important family events and all family members are encouraged to attend. Not only does the Scout get full recognition for all of his work, but Courts of Honor are planned as a social event for the entire family.

INSIGNIA GUIDE

In Scouting, the uniform and placement of badges and awards are very important. You can refer to the "Guide for Insignia and Awards" which can be found at: <http://www.scouting.org/scoutsource/Media/InsigniaGuide.aspx>. An abbreviated guide may be found in the Scout Manual.

BECOMING AN EAGLE SCOUT

Eagle Scouts are required to earn a minimum of 21 Merit Badges. Eight of the Merit Badges are chosen by the Scout's interests, however, a sub-group of Merit Badges are known as "Eagle Required Merit Badges." To earn Eagle Scout, these 13 badges must be earned, although some are "either/or" badges. The Merit Badges required for Eagle rank include:

- 1) [First Aid](#)
- 2) [Citizenship in the Community](#)
- 3) [Citizenship in the Nation](#)
- 4) [Citizenship in the World](#)
- 5) [Communications](#)
- 6) [Cooking](#)
- 7) [Personal Fitness](#)
- 8) [Emergency Preparedness](#) OR [Lifesaving](#)
- 9) [Environmental Science](#)
- 10) [Personal Management](#)
- 11) [Swimming](#) OR [Hiking](#) OR [Cycling](#)
- 12) [Camping](#)
- 13) [Family Life](#)

One of the final requirements for earning the rank of Eagle Scout is the completion of an Eagle Service Project. This project allows the candidate to demonstrate his leadership skills while performing a meaningful service to the community. Following are some reminders on the definition of an Eagle Service Project.

For a service project to qualify, while a Life Scout, the Scout must plan, develop and provide leadership to others in a service project to any 501 (c) (3) or 501 (c) (4) charitable, not-for-profit, educational, community, or religious institution. Work involving Boy Scout property or other BSA activities is not acceptable for an Eagle Service Project. The project may not be performed for a business, be of a commercial nature, or for the purpose of fundraising. Routine labor, or a job or service normally rendered by the Scout(s), should not be considered.

There is no minimum number of hours that must be spent in completing the project; however, the amount of time spent must be sufficient to clearly demonstrate the Scout's leadership skills.

The Eagle Service Project process includes:

- The Scout develops a plan for his project and presents his Eagle Project Proposal to the Troop Committee and the organization benefitting from the effort.
- Once approved by the Troop Committee and beneficiary, the Scout contacts the District Advancement Chairman to request approval *before* initiating implementation of the project. The District Advancement Chairman will:
 - Review the project to make sure that it complies with National Boy Scout guidelines and that sufficient time is involved for the project to be considered “substantial;”
 - Review the project with the Scout regarding safety reminders and proper adult supervision;
 - Give verbal and written approval to proceed with the project; and
 - When project is completed, provide guidance in developing the project report.
- Once the Eagle Project Proposal is approved by the District Advancement Chair, and again prior to any work commencing, the Scout develops an Eagle Project Final Plan and has the plan reviewed and approved by his Troop 106 Eagle Coach.
- After the work on the project is complete, the Scout develops a Project Report which is signed by the Scout, and the Scoutmaster, and the beneficiary.
- The Scout then submits his Service Project Workbook containing his Project Proposal, Project Final Plan, and Project Report along with his Eagle Scout Application to Council.
- All requirements must be completed and submitted prior to the Scout’s 18th birthday.

A Scout should not begin any work on the project before approval is received by the Eagle Coach, Scoutmaster, Troop Committee, and the District Advancement Chairman, or authorized representative.

The Scout must document his project, and all details, in the Eagle Scout Project Workbook available from Council. Be sure you are using the most current version of Council’s Eagle Scout Project Workbook! Remember when counting hours, note that all planning time and every hour worked by project volunteers are counted.

RECORDKEEPING OF ADVANCEMENT AND MERIT BADGES

In order to attain the various ranks of Scouting, different skills must be initialed in the Scout’s handbook. It is recommended that an occasional copy of the signature pages of the rank the Scout is working on be made and maintained. In case the handbook is lost, the Scout then has a record of his accomplishments and does not have to start over with the rank.

In order to make the rank of Eagle, certain Merit Badges must be earned. While the Council maintains records of Merit Badges earned, there have been instances when Council has misplaced records. When Scouts are awarded their Merit Badges, the Applicant's Record portion of the Blue Card returned to the Scout at Court of Honor should be maintained and kept in a safe place for future reference. A plastic baseball card holder page works well to maintain the Applicant's Record portion of the Blue Cards for the Scout's records. In addition, families may choose to take pictures of or scan images of Merit Badge cards.

TROOP FINANCES

Operating expenses of Troop 106 are paid through the collection of annual dues and fundraisers. These monies pay for Scout registration, Boys' Life Magazine subscriptions, insurance, awards, camping fees, equipment maintenance, new equipment, and other Troop expenses.

When coming directly from a Webelos Den or another Troop, the charter fees paid from the Scout's previous membership in a Pack or Troop are valid for that calendar year.

ANNUAL MEMBERSHIP DUES

Annual dues in the amount of \$70 are payable to Troop 106 each September. This includes a subscription to Boys' Life Magazine, annual registration fees to the Boy Scouts of America which provides liability insurance coverage for all outings, and other Troop operational expenses. This registration fee may increase over the years as BSA council and national fees increase. The Troop Treasurer is responsible for collecting the dues.

WEEKLY PATROL DUES

Scouts are expected to pay \$2.00 at each Troop Meeting he attends. These weekly dues are utilized to fund Patrol-specific activities. Dues may not be paid in advance for multiple meetings. Parents are strongly encouraged to not pay for their son's dues on their behalf. The dues should originate from the Scout's own funds.

CAMPING/ACTIVITY FEES

Troop 106 charges a small fee for weekend campouts or other activities that cover the expenses for food, activities, and campsite fees. Both campouts and activities are intended to be break-even financial events, although the Troop Committee may decide to subsidize events with Troop money.

Some Troop fundraising activities provide the opportunity for the Scouts to earn money to be deposited into their Scout Accounts to fund Scouting activities. Payment of high adventure activity and summer camp fees is the responsibility of each participating Scout. The Troop does not wish to deny any Scout in need of financial assistance of a scouting opportunity. If such a condition exists, please do not hesitate to see the Scoutmaster for a confidential request for financial assistance.

REIMBURSEMENT OF EXPENSES

Troop funds cannot be spent without the *prior* knowledge and approval of the Treasurer. This is particularly important if any costs exceed \$100. At all times, individuals are expected to be conservative when spending Troop funds and provide receipts to the Treasurer when requesting reimbursement.

Drivers to/from activities may request reimbursement of costs based on the number of miles driven and any tolls. Those who come to pick up their Scout so that they can make another commitment will not be reimbursed unless one less vehicle is then needed to pick-up the rest of the Scouts.

FUNDRAISING AND SCOUT ACCOUNTS

Troop 106 generates a majority of its funding through a variety of fundraisers, such as popcorn sales. The predetermined Scout's portion of profits will be deposited and kept in an individual Scout Account. This predetermined Scout's portion is designated by the Treasurer, Committee Chair, and Scoutmaster and communicated to the Troop each September at the initiation of popcorn sales. Money in a Scout's account can be used by the Scout to pay for summer camp, high adventure activities, weekend camping costs, other activities with the Troop, or for the purchase of camping related items.

All Scouts and families are expected to participate in fundraising activities to ensure the financial health of the Troop. At the initiation of each fundraising event, the Troop will designate an expected minimum amount to be raised by each individual Scout. If a Scout does not participate in fundraising, or their family chooses not to participate, the Scout may be prohibited, or may be asked to pay a higher fee, to attend the events that fundraising enables. Exceptions may be made on an individual basis for families who can demonstrate financial hardship.

It is important to note that if a Scout leaves the Troop for any reason other than aging out or moving, money remaining in the Scout's account earned through fundraising becomes property of the Troop.

FRIENDS OF SCOUTING (FOS)

Friends of Scouting (FOS) is a pledge program to ensure financial security of the scouting movement on a Council level. A portion of the annual dues goes directly to the National Organization. There are no Council fundraisers other than FOS. Mohegan Council spends approximately \$270 per Scout each year to provide services for the Mohegan Council Scouts. These services include maintaining and preserving Treasure Valley Scout Reservation, providing professional staff as resources to our leaders, and to assist with awards, training, and advancement. The FOS program is a pledge program for families of Scouts and others who want the scouting program to thrive and grow. A representative of the Mohegan Council makes a presentation to the parents once a year. Payments on the confidential pledges can be made on a monthly, quarterly, or yearly basis.

TRAINING

One of the Scoutmaster's most important jobs is to train and guide junior leaders to run the Troop themselves with only guidance from adult leaders. Knowing how to train the Junior Leaders is the key to a successful Troop. Having everyone involved with the Troop understanding the same game plan adds to that success. Troop 106 encourages Scouts, Leaders, and Committee Members to participate in training courses provided by the Boy Scouts of America. Following is a brief description of the major training programs offered by the Boy Scouts of America. Additionally, the Boy Scouts of America offer many training programs on advancement, Troop Committee, Merit Badge Counseling, effective teaching, and youth protection to name a few.

TRAINING FOR ADULT LEADERS

Fast Start Orientation Training is available on-line and is beneficial to parents of new Scouts and adults involved with Troop 106. The Fast Start Training provides basic information on Troop Organization, the Troop meeting, and the Scouting outdoor program. Boy Scouts of America's "Fast Start" training can be conducted on-line at my.scouting.org.

Youth Protection Training is required training for all Scout leaders and adults who will be spending time with the Scouts. The program is an hour training, available on-line. Youth Protection Training must be renewed by every trained adult every two years. Login to: my.scouting.org to take this course on-line. The course helps leaders to recognize signs of mental, social and sexual abuse and details what to do if those signs are observed. The course also explains Boy Scout policies and procedures to prevent the opportunity for abuse to occur in meetings, activities, and campouts.

Scoutmaster and/or Assistant Scoutmaster Leader Specific Training is an adult leader training program that concentrates on supporting youth leadership and Troop operation and can be completed in one full day or three evenings. In order to fulfill either Scoutmaster or Assistant Scoutmaster positions, this training must be completed in conjunction with the Introduction to Outdoor Leader Skills described below.

Introduction to Outdoor Leader Skills is a hands-on course that provides adult leaders the practical outdoor skills they need to lead Scouts in the out-of-doors and about how to work in patrols. Upon completion, leaders feel

comfortable teaching Scouts the basic skills required to obtain the First Class rank. This course is required of all direct contact leaders registered in Boy Scout Troops in order to wear the Trained patch.

Wood Badge Training is the highest level of adult training offered by the Boy Scouts of America. The training involves learning leadership skills over three weekends or one full week. Wood Badge is advanced training for adult leaders in Scouting designed to enhance contemporary leadership skill and develop more effective Scouters. The Wood Badge program gives participants a greater understanding of Scouting aims and methods, while developing true Scout Spirit.

TRAINING FOR JUNIOR LEADERS

Junior Leaders Training is a training course that introduces Scouts to basic leadership skills and helps begin building a team that effectively runs the Troop. The training is presented in a workshop format and covers leadership styles, cooperation in the Patrol, dealing with problems and building Scout spirit. This training is performed at least once each year, with the Scoutmaster, Assistant Scoutmasters, and Junior Leaders of the Troop participating.

National Youth Leadership Training (NYLT) is a six-day outdoor experience for Troop Junior Leaders. While Scoutmasters have the responsibility of training their own leaders, the NYLT Conference is designed to support that role. Run by the Mohegan Council, NYLT gives participants the opportunity to share ideas and experiences with Scouts from other Troops as well as to reinforce the confidence and knowledge needed by the Junior Leaders to run the Troop program. Each NYLT participant must be at least a First Class Scout, 13 years of age or older, and currently filling a leadership position in the Troop, or likely to assume one soon.

HELPFUL SCOUTING RESOURCES

There are many on-line resources that are helpful for Scouts and families to obtain information and get answers to questions you may have. These sites include:

Grafton Troop 106	http://www.graftontroop106.org
Mohegan Council	http://www.mohegancouncilbsa.org/
Boy Scouts of America	http://www.scouting.org/
Rank Advancement Info	http://www.scouting.org/Home/BoyScouts/AdvancementandAwards.aspx
BSA Scouting Forms	http://www.mohegancouncilbsa.org/quick-links/
Merit Badge Info	http://meritbadge.org/wiki/index.php/Main_Page
Mohegan Council Offices & Scout Store	http://www.mohegancouncilbsa.org/the-council-store/

19 Harvard St
 Worcester, MA 01609
 Phone: 508-752-3769
 Fax: 508-752-3047

Scout Shop Hours
 Monday: 8:30am – 4:30pm
 Tuesday: 8:30 am – 6:00pm
 Wednesday: 8:30am – 6:00pm
 Thursday: 8:30am – 6:00pm
 Friday: 8:30 am – 4:30 pm
 Saturday: 9am – 1:00

THE SCOUT LAW

TRUSTWORTHY. A Scout tells the truth. He keeps his promises. Honesty is part of his code of conduct. People can depend on him.

LOYAL. A Scout is true to his family, Scout leaders, friends, school, and nation.

HELPFUL. A Scout is concerned about other people. He does things willingly for others without pay or reward.

FRIENDLY. A Scout is a friend to all. He is a brother to other Scouts. He seeks to understand others. He respects those with ideas and customs other than his own.

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

KIND. A Scout understands there is strength in being gentle. He treats others, as he wants to be treated. He does not hurt or kill harmless things without reason.

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

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

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

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

CLEAN. A Scout keeps his body and mind fit and clean. He goes around with those who believe in living by these same ideals. He helps keep his home and community clean.

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

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 MOTTO

Be Prepared.

SCOUT SLOGAN

Do a Good Turn Daily.