

TROOP 210

Chartered Organization
Cary VFW Franklin-Sloan Post 7383
Cary, North Carolina

Procedures & Parent Guide

**Cardinal District
Occonechee Council**

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Troop 210 follows and adheres to all Scouts BSA policies. This booklet provides additional information and guidelines that enable Troop 210 to provide the best Scouting experience for each and every Scout. These guidelines are subject to change at the discretion of the Troop committee.

Purpose of the Boy Scouts of America

(Chapter 1, Boy Scout Handbook)

The mission of the Boy Scouts of America (Scouts BSA) is to serve others. They do this by helping to instill core values in young men; preparing them to overcome obstacles and make better choices during their lifetime and achieve their full potential. These values are based on the Scout Law and Scout Oath that each Scout will learn and be expected to follow.

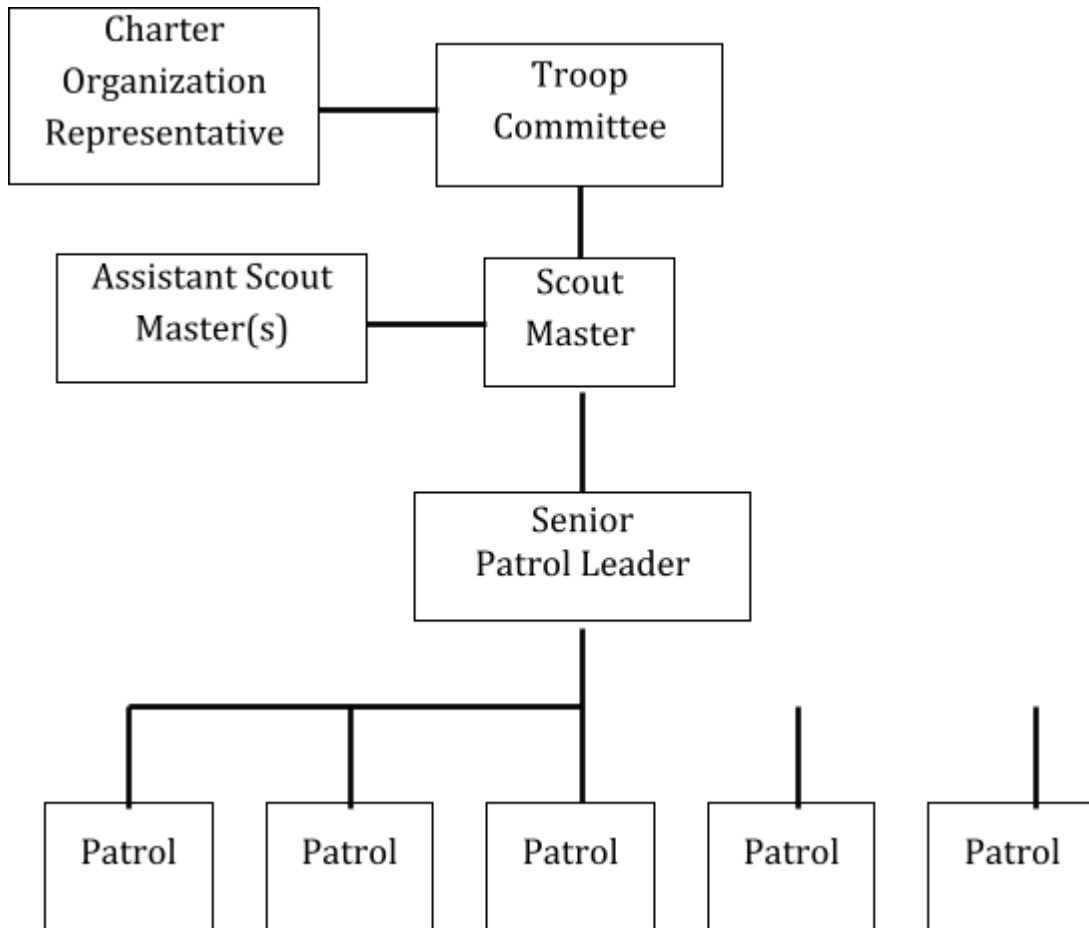
There are 3 objectives to Scouting. They are

- build character
- foster citizenship
- develop physical fitness.

Troop 210 Organization

Troop 210 is a participating member of the Cardinal District of the Occoneechee Council, Boy Scouts of America. The Troop's organization consists of Scouts that are assigned to patrols, a Scoutmaster, assistant Scoutmaster(s), charter organization representative, and the Troop committee (Figure 1). Parent volunteers fill all the positions above senior patrol leader.

Figure 1. Troop Organization Chart.



Charter Organization: Troop 210's charter (sponsoring) organization is The Cary VFW Post 7383. We meet at White Plains United Methodist Church. Our sponsor shares our objectives for the scouts and ensures there is appropriate, trained leadership.

Troop Committee: The Troop Committee provides administration, sets policy, oversees finances, and guides the Scoutmaster and assistant Scoutmaster(s). The committee consists of the following positions.

Scouts BSA required positions

- Committee Chair
- Treasurer
- Secretary
- Advancement Chair
- Membership Chair

Troop established positions

- Troop Trainer
- Outing Coordinator
- Adult Quartermaster

Adult Leaders/Volunteers: To participate as an adult leader (Scoutmaster, Assistant Scoutmaster, Chartered Organization Representative & Committee Member) in the Troop, one must be registered with the Boy Scouts of America and complete all appropriate training for more information on training visit <https://www.scouting.org/training/>. To obtain the application form, contact the Troop committee chair.

Scout Leadership: The Scout ranks of Star, Life, and Eagle each requires that the Scout serve actively in a leadership position. Leadership positions include the following:

- Senior Patrol Leader (Elected by the Troop)
- Patrol Leader (elected by Patrol members)
- Assistant Senior Patrol Leader (appointed by SPL)
- Scribe (Elected by the Troop)
- Librarian(Elected by the Troop)
- Historian(Elected by the Troop)
- Instructor..... (appointed by Scoutmaster)
- Quartermaster..... (Elected by the Troop)
- Bugler..... (appointed by Scoutmaster)
- Chaplain's Aid.....(Elected by the Troop)
- OA Troop Representative (appointed by Scoutmaster)
- Troop Guide.....(appointed by Scoutmaster)
- Den Chief..... (appointed by Scoutmaster)
- Junior Assistant Scoutmaster (appointed by Scoutmaster)

For Scouts that cannot carry out a leadership position, they have the option of conducting a Scoutmaster-assigned leadership project to help the Troop. Scouts interested in this option should discuss this with the Scoutmaster.

Meeting Schedules

The Troop maintains a calendar of scheduled events and meetings on the troop website <https://troop210.com/>

Troop Meetings: The Troop meets every Monday from 7:00 PM to 8:30 PM. Changes to the meeting schedule will be announced as early as possible to allow for proper planning.

Troop Patrol Leader Council Meetings: This meeting takes place upon the call of the Scoutmaster. The planning meeting is for Scout leadership, Scoutmaster, assistant Scoutmaster(s), and anyone who wants to plan Scout meetings and activities.

Committee Meetings: The Troop committee meets on the second Tuesday of the month. The meetings are open to any parent and leader, and attendance is strongly encouraged. Meetings are held at 7:00 PM to 8:30 PM via Zoom.

Parent Meetings:

Court of Honor: The Court of Honor is a ceremony to publicly recognize Scouts for their achievement. Parents and all other interested individuals are encouraged to attend. Troop 210 conducts a Court of Honor each half of the year. A reception is held following the ceremony and parents are typically requested to bring some food items to the receptions.

Communications

The Troop communicates through email, text, and parent meetings. It is the Scout's and parent's responsibility to keep informed of what is occurring in the Troop. The troop also uses slack as its primary communication method. Troop210.slack.com is the link for the Boy Troop, Troop210g.slack.com is the link for the female troop.

Email List: The email list is a distribution list moderated by the Troop. You and your scout will be automatically added once the advancement chair receives your contact information.

Scout Advancement

The advancement program provides a ladder of skills that a Scout climbs **at their own pace**

(www.Scouting.org/BoyScouts/AdvancementandAwards.aspx). As he/she acquires these skills, he/she moves up through a series of ranks, for which he/she is recognized and awarded badges. The higher he climbs, the more challenging the tasks and the more satisfying the rewards.

Scout skills required for advancement are taught at Troop meetings, Troop activities, and camping trips. To accommodate the requirement for positions of responsibility, patrol positions will rotate on a six-month schedule.

Scouts must submit blue cards to the Advancement chair upon completion of the badge. Parents are encouraged to review their scout's Troopmaster Monthly with their scout to ensure advancement data is up to date. If the information in the Troopmaster record is wrong it is up to the SCOUT, not the parent, to get it corrected.

Service Projects: The Scout ranks of Second Class, First Class, Star, and Life each require the Scout to participate in service projects totaling at least 1 hour for Second Class, 3 hours for First Class, and at least 6 hours of work each for Star and Life. Before a Scout starts service hours for these ranks, he/she must contact the Scoutmaster to approve his plans. Service Projects are listed with our Service Project Adult Leader, and Scouts are informed at meetings or in emails. The Troop will try to maintain Scout service records, but only as a backup to the Scouts' personal records.

Our Scouting program aims to help scouts learn self-discipline and responsibility; each Scout in Troop 210 is expected to maintain a record of service time in his Scout Handbook or optionally on a piece of paper. It is the scouts' responsibility to provide the information on their service hours to the troop through the service project coordinator.

Merit Badges: There are more than 100 merit badges. The ranks of Star, Life, and Eagle are the only ranks having merit badge requirements; however, any Boy Scout may earn any merit badge at any time.

Steps to earning the merit badge.

- Pick a Subject. Read the requirements of the merit badges you think might interest you. Pick one to earn. Several times a year, group merit badge classes are offered, including summer camp, JOTA, troop meetings, and merit badge universities.
- Scout Buddy System. You must have another person with you at each meeting with the merit badge counselor. This person can be another Scout, your parents or guardian, a brother or sister, a relative, or a friend.
- Obtain a Blue Card. Get a signed merit badge application (i.e., blue card) from the troop merit badge coordinator.
- Call the Counselor. Merit badge counselors within the Troop are listed on the Troopmaster site under advancement along with counselor names and contact information. If the Troop does not have a counselor for a specific merit badge, contact the Troop advancement coordinator. These counselors have special knowledge in their merit badge subjects and are interested in helping you. Contact the merit badge counselor and tell him or her that you want to earn the merit badge. The counselor may ask to meet you to explain what is expected of you and to start helping you meet the requirements. **ONLY REGISTERED MERIT BADGE COUNSELORS MAY APPROVE REQUIREMENTS.** Exceptions to this may be made in the case of the completion of partial merit badges with one or two requirements remaining. See the Scoutmaster or troop merit badge coordinator.
- When you know what is expected, start learning and doing what is required. Ask your counselor to help you learn what you need to know or do. You should read the merit badge pamphlet on the subject. Merit badge books can be purchased at the Occoneechee Scout Shop. Requirements for all merit badges can be found at <https://www.scouting.org/skills/merit-badges/all/>

- **Show Your Stuff.** When you are ready, call the counselor again to make an appointment to meet the requirements. When you go take along the things you have made to meet the requirements. If they are too big to move, take pictures or have an adult tell in writing what you have done. The counselor will ask you to do each requirement to ensure you know your stuff and have done or can do the things required.
- **Get the Badge.** When the counselor is satisfied that you have met each requirement, he or she will sign your application. Give the signed application to your troop merit badge coordinator so that your merit badge emblem can be secured at the next Court of Honor.

Merit badges earned will be presented to the Scout during a Troop meeting or the next Court of Honor. The Scout **MUST** keep his portion of ALL blue cards. This is the documentation needed as he advances through the ranks of Star, Life, and Eagle.

The Troop is always looking for new merit badge counselors; however, while parents are encouraged to be counselors, they cannot counsel their own scout one-on-one. If interested in being a merit badge counselor, contact the Troop Merit Badge Coordinator Anne Takseraas.

Scoutmaster Conference and Board of Review: A Scoutmaster Conference and Board of Review are required for all rank advancement, except the rank of Scout, which requires only a Scoutmaster conference. The Scout must contact the Scoutmaster to schedule the Scoutmaster conference. The Scout needs to be in full Scout uniform to include a handbook. The conference should be conducted at least one week prior to any scheduled Board of Review. Once the Scoutmaster conference is complete, the Scout must complete a Board of Review.

The purpose of the conference and review is to determine the Scout's attitude and acceptance of Scouting ideals; to ensure that the requirements have been met for advancement; to discuss the Scout's experiences in the Troop and the Troop's program; and to encourage him or her to keep working towards advancement. A Board of Review may also be held to counsel a scout about their lack of progress toward advancement. The Scout is responsible for asking the advancement chair for their board of review.

Troop Guidelines

Leadership:

It must be noted that at least two registered adult leaders, one adult leader and an individual age 21 or older, are required for all Troop 210 meetings, trips, and outings. This is official Scouts BSA policy; no activities will commence without appropriate adult leadership.

Attendance:

Regular attendance at Troop meetings and outings will allow Scouts to take full advantage of the Scouting program offered by the Troop. For the purpose of meeting the "Be active in your Troop or Patrol" requirement that is part of each rank, a Scout should participate in at least 75% of the Troop meetings and activities. If special circumstances make this unobtainable, a call should be made to one of the Scoutmasters to inform them of the reason for absence and how long the Scout may be inactive.

To provide an example for the rest of the Troop and to ensure a quality program is provided to the Troop, it is critical that Scout leaders attend Troop meetings. A Scout who holds a Troop leadership position and cannot fulfill the requirements may be suspended from their leadership position (i.e., tenure in "Position of Responsibility" will be suspended). This is at the discretion of the Scoutmaster. Once removed from office, a Scout may be reinstated into their leadership position upon re-engaging in Troop activities if another Scout has not been subsequently assigned.

Inclement Weather:

The Troop will not meet on days when Wake County Schools are closed due to inclement weather unless specifically notified by the Scoutmaster otherwise.

First Aid & Injury:

Accident prevention is the Troop's first goal. The Troop will try to make all Scouting activities as safe as possible by minimizing exposure to unnecessary risk, danger, and hazards. The Troop will always have a medical insurance policy before participating in any outing.

In the event of injury or illness, a Scout, if able, must seek assistance immediately from the Scoutmaster or designee. Other Scouts may render first aid, but all injuries and illnesses must be reported to the Scoutmaster for three reasons:

1. To assess the need for further medical treatment,
2. To correct a hazardous situation so that it does not remain a danger to other Scouts, and
3. To enable the Scoutmaster to determine whether the Scout may resume normal activities.

Scouts must not "hide" injuries or illnesses to continue participating because untreated or poorly treated injuries and illnesses may have severe delayed consequences.

The Scoutmaster or designee will have first aid training at least the equivalent to the first aid merit badge. The Scoutmaster must notify parents of any treatable illnesses or injuries sustained by their child as soon as the outing ends. If the Scoutmaster is uncertain of the required treatment, he must be cautious. Parents are obligated to inform the Scoutmaster of existing health problems or current medications before an outing.

If a Scout shows signs of sickness, including fever, or has received medical treatment 24 hours before leaving on an outing, they should remain at home. Upon learning of any existing health problems, current medications, or injury, the Scoutmaster shall be able to request that the Scout remain at home.

If outside medical treatment should be necessary, the Scoutmaster shall contact the parent immediately. Any cost incurred relating to the treatment shall be reimbursed to the Troop by the Scout's parents.

Scout Uniform: The Scout uniform helps to achieve the objectives of Scouting (<http://www.boyScouttrail.com/boy-Scouts/boy-Scout-uniform.asp>). Each Scout is required to have and wear the following uniform items:

“Official” Scout Uniform

Scouts must wear the “official” uniform for all meetings, Scoutmaster conferences, and board of reviews and travel to/from activities unless otherwise notified by the Scoutmaster or adult leaders. The official uniform is often called the “Class A” uniform and consists of the following.

- Boy Scout shirt with appropriate insignia and patches (Council strip, shoulder epaulets, patrol emblem, current rank, and leadership position, Troop numerals, and universal Scouting emblem.
- Boy Scout Handbook (One will be provided to the Scout when they join the Troop.)
- Boy Scout neckerchief and slide (One neckerchief and slide is provided to the Scout when they join the Troop.)
- Boy Scout pants or shorts
- Boy Scout socks (optional except for Eagle BOR)
- Boy Scout hat (optional)
- Boy Scout belt and buckle (belts built into pants are sufficient)
- Closed-toe shoes appropriate for the conditions of the activity.

Uniforms and insignia are worn in a specific way. Instructions on wearing the uniform and placement of emblems are on the inside cover of the Boy Scout Handbook are on the web at

<http://www.scouting.org/scoutsource/Media/InsigniaGuide/06.aspx>

“Class B” Uniform

The troop uses a troop t-shirt. If you do not have one, please get up with the Scoutmaster, and we can order one. The Senior Patrol leader will set the example of wearing the Class B shirt. Upon his decision in the summer, the troop will wear primarily the t-shirt and not the class A uniform.

Outdoor Program:

Troop 210 maintains an active outdoor program. A Troop activity (normally an overnight camping trip) is held monthly. Information about outings, including cost, deadlines, departure and return times, etc., will be communicated to Scouts at Troop meetings and through email, parent meetings, and the website (www.troop210.com) It is the Scout and parent’s responsibilities to keep informed with what is occurring in the Troop.

Scouts must complete a permission slip for every outing. The permission slip must be completed and turned in to the leader in charge of the outing before departure. No Scout can participate in an outing or activity without a permission slip.

It is imperative that Scouts be at the stated departure point (usually at the Church building) prior to the stated departure time to assist in loading Troop equipment. Likewise, parents, ensure you are at the return point at the return time. Upon return, scouts will NOT be released to their parents until the gear is put away and the trailer is unloaded.

Parents are welcome and encouraged to attend any camping trips. Doing this will aid in transportation and provide additional adult support during the outing. You will also get a first-hand opportunity to see the Troop function. If you need to contact your Scout during a Troop outing, a contact person will be identified before each event. However, after September 1, anyone who attends a campout must be a fee-registered position and have taken youth protection training. Examples of this are Asst Scoutmaster, Committee Member.

Each Scout will be responsible for their food during activities. Usually, the Patrol will plan their meals and assign a Grub Master. The Grub Master is

responsible for purchasing the food items. Following the campout, he presents receipts for the food to the Troop Treasurer for reimbursement. Scouts are encouraged to do the shopping with minimal help from the parent. Remember, they are learning life skills, i.e., economics.

The Troop has patrol camping equipment for cooking and tenting. Individual camping equipment can be obtained from the following sources:

Great Outdoor Provision Company, REI (gives 10% Scout discount), Dick's Sporting Goods, Occoneechee Council Scout Shop, Scouts BSA Catalog, Wal-Mart, Target, Amazon, and online at www.campmor.com and www.cabelas.com to name a few.

Hammocks:

The troop has a rule regarding the use of hammocks. For a scout to be able to use a hammock on a campout they must hold the rank of First Class or higher. There are NO exceptions to this rule.

Transportation:

Transportation for Troop outings is normally provided by parents and is expected on a rotating basis. The Transportation Coordinator is responsible for arranging the transportation for each outing.

Summer Camp:

The Troop attends summer camp. The cost will be determined and made known to parents in advance.

The scouts will be allowed to sign up for summer camp in March or April. A deposit will be due with registration, with the balance due at some point (possibly 1-2 months) prior to departure for camp. The Troop calendar will list the dates for monies due.

For Summer camp we also have a cell phone rule. All scouts must be life rank or above to have their phone at summer camp. However, if the phone is required for a merit badge (such as photography) exceptions will be made.

Discipline Policy:

It is the policy of Troop 210 to encourage the physical, mental, and moral growth of Scout members at all times. Personal growth can be best accomplished in an atmosphere of good group discipline. Discipline among

members requires self-discipline by emphasizing the Scout Oath and Scout Law through both word and deed.

Hazing, smoking, possessing alcoholic beverages, “energy” drinks/shots, or non-prescribed drugs, and other behavior counter to Scouting values are prohibited. It is the discretion of the Activity leader, Scoutmaster or Committee Chair to determine if something in question as related to Scouting values is prohibited.

Almost by definition, Scout functions will have a degree of commotion, random activity, and noise. A certain amount is necessary and desirable to accomplish group tasks, build friendships, heighten esprit de corps, and simply have fun. Judgment is necessary to determine when behavior is acceptable and detrimental to individuals or the group. The guidelines for the Troop are the Scout Oath and the Scout Law.

Should an infraction occur, immediate action should be taken by Scout and/or Adult Leaders as follows:

1. Scouts can and do effectively discipline each other.
2. The Scoutmaster will converse with the Scout(s) about discipline in a positive but firm tone. Parental notification is optional.
3. The Scoutmaster, parents, and two Troop Committee representatives shall meet and discuss mutually acceptable action. An effort will be made to determine the reasons for the unacceptable behavior.
4. Dismissal is a last resort. The Scoutmaster and Troop Committee may determine dismissal is necessary for the good of the Troop.

Troop Finances

The troop is funded by its budget. All scouts will be expected to pay their dues and recharter fees.

Youth Protection

National Program Summary

The Scouts BSA has developed a five-point plan to combat child abuse and to improve the environment in which young people live. The key elements of this strategy include the following points:

- Educating Scouting volunteers, parents and Scouts themselves to aid in detecting and preventing child abuse.
- Establishing leader-selection procedures to prevent individuals with a history of child abuse from entering the Scouts BSA leadership ranks.
- Establishing policies that minimize the opportunities for child abuse in the Boy Scouts of America program.
- Encouraging Scouts to report improper behavior to identify offenders quickly.
- Swiftly removing and reporting alleged offenders.

Parents' guide

The Boy Scouts of America has developed materials for the Scouting program that provides essential information to members and their families. A detachable booklet in the front of The Boy Scout Handbook, "How to Protect Your Child from Child Abuse and Drug Abuse: A Parent's Guide," provides information to help families to increase self-protection skills. Parents are urged to read and discuss the booklet and its contents with their Scout.

Troop 210 and the Youth Protection Program

Troop 210 is committed to following all guidelines of the Youth Protection program. Any suspected offenses of the Youth protection program must be reported to the Committee Chairman, the Scoutmaster, or the Council Executive. All incidents reported to the Committee Chairman, or the Scoutmaster will be reported to the Council Executive. All reports are taken seriously, and appropriate action is taken to ensure the safety of the youth.

The video, "A Time To Tell," is available for individual and group viewing. If you are interested in viewing, please contact the Troop Committee chairman.

Parent's Role

The role of parents within Troop 210 is to support the Troop's efforts and provide the positive atmosphere Scouts need to learn and excel.

Parents should try to:

1. Read their Scout Handbook and understand the program being offered and the methods of Scouting.
2. Follow, but don't dictate, their scout's progress (in Scouting). Encouragement is needed at times.
3. Show support to the individual Scout and the Troop by attending and participating in all Courts of Honor. (We have a reception afterward.)
4. Participate with your scout in fundraising activities.
5. Be aware of the Troop programs and the scheduled activities in the Troop Activity Calendar.
6. Volunteer to be an Assistant Scoutmaster, Committee member, or Volunteer for activities as appropriate. Your scout needs your support.
7. Volunteer to be Merit Badge Counselor. Your skills acquired through life have value, and you can share and teach those to the scouts.
8. Support the efforts of adult leaders.
9. Support your Scout and his peers by providing transportation to events when needed and attending at least one camping or other outdoor activity per year with the Troop to show your support for his Scouting experience.

Resources and Other References

Scouts BSA Handbook

Occoneechee Council Website: <http://www.ocScouts.org>

Boy Scouts of America: <http://www.Scouting.org/>