



Unionville Troop 22
Chartered in 1924

Unionville Troop 22

Handbook

Welcome to Troop 22! This guidebook has been published to acquaint you with our practices and policies. Please take the time to review the information inside together.

Troop 22 follows BSA requirements in its program. Additional policies of Troop 22 are created in order to supplement the policies of the BSA and/or provide clarity where BSA policies are insufficient to address situations which present themselves to the Troop. Some policies of Troop 22 may be more restrictive than those of the BSA, particularly where health and safety are of concern. *All policies of the national Boy Scout of America organization are hereby incorporated into this guide.*

Scouting challenges individuals to develop self-reliance, self-confidence and leadership. It is an organization run by boys. When a boy joins the troop he makes a commitment to be an active contributing member. He will be expected to assist in the work of running the Troop.

Help and support of parents is vital to our Troop. Some parents serve on the Troop Committee; others act as Scoutmasters; and some provide transportation or lend their skills and knowledge to Merit Badge counseling. The entire family is invited to attend our Troop Court of Honor, a ceremony to recognize achievements and present awards, held every 3 or 4 months.

A Short History of Troop 22

Celebrating Years of Service to Our Community

The charter application for Unionville Troop One (now Troop 22) was made on February 14, 1924, placing our troop firmly in the early days of the Scout movement in the United States. Thirteen Scouts were registered initially and **Charles Miller**, a student at the State Normal School (now West Chester University) became acting Scoutmaster. **Floyd Fretz**, supervising principal, served as Assistant Scoutmaster and **Guy Hayman**, farmer and President of the School Board, was the first troop Committee Chairman.

Mr. Pierre S. DuPont and his Longwood Foundation agreed to pay fifty percent of the salary of a teacher who also agreed to be Scoutmaster. **John Romig** became our first Scoutmaster after starting as a teacher at Unionville after returning from the 1924 Olympics where he was the first American ever to place in the 5,000 meter run. The troop flourished and, as a result, was split into two for a brief period; however, this was not popular with the Scouts and the troops were reunited. Mr. Romig remained as Scoutmaster until 1928, when he left to become Scout Commissioner.

Troop 22 has been chartered by the **Unionville Presbyterian Church** for over 46 years and we have also enjoyed the support and sponsorship of a number of other local organizations throughout our history, as follows:

1923 - 1930	Unionville Consolidated School District
1930 - 1932	Unionville School & Home League
1932 - 1936	Unionville Consolidated School District
1936 - 1940	Inactive
1940 - 1947	Unionville Consolidated School District
1947 - 1952	Unionville Presbyterian Church
1953 - 1954	Unionville Mothers Club
1955 - 1959	Po-Mar-Lin Fire Company
1960 - today	Unionville Presbyterian Church

The **Unionville Elementary School Gymnasium** has been home to our Troop Meetings since 1960. **(During 2001-2002, while the Elementary School is undergoing renovations, we meet in the Charles F. Patton Middle School Cafeteria).** Troop meetings are usually held on the second and fourth Mondays of each month at 7:00 pm. We also plan a monthly camping weekend. Activities and destinations are selected by the scouts through the **Troop Leadership Council**; adult leaders assist and enable the **TLC** to carry out its plans for the Troop.

Service to our community has always been a hallmark of Troop 22 and the number of projects we have undertaken over the years is truly too numerous to count; however a few highlights include: the collection and restocking of thousands of cans and boxes of food during our annual Thanksgiving collection, done in conjunction with Patton Middle School. For more than 30 years we have conducted cleanups along **Route 82** to help beautify our main thorofare. Scouts are seen helping at the **Unionville Point-to-Point** and various community events in Unionville, Kennett Square and Chadds Ford every year. And **Eagle Projects** organized by Troop 22 Scouts

have helped the Unionville schools, numerous local churches, Kendal-Crosslands, the Brandywine Valley Association and many other organizations in our area.

Troop 22 has a long history of involvement in camping and outdoor activities. In 1964, the Troop was granted the management and use of 25 acres of land at **Primitive Hall** in West Marlboro Township for our first permanent campsite. Over the next 14 years, the Troop did extensive work to improve the property for the Primitive Hall Foundation as well as building shelters, a latrine and other conveniences for camping. When that property was sold in 1978, the **King Ranch** provided land for our campsite in the Laurels that we utilize to this day in cooperation with the **Brandywine Conservancy**. We are indeed grateful to **Mrs. John B. Hannum** for her long standing interest in the Troop that led her to assist in obtaining our campsite as well as to the **Max Armstrong family**, who graciously allow us to cross their fields to access the site. Troop 22 also has a strong summer camp program, which is traditionally held at **Camp John L. Ware**, and we have participated in many BSA Jamborees, Philmont treks, and other High Adventure Camps as well.

But perhaps the most significant aspect of our 78+ year history is that **well over a thousand boys and young men** have had the opportunity to belong and benefit from the adventures, camaraderie, skills training and leadership development provided by Troop 22 activities. Scouts striving for the highest rank in scouting, Eagle, will be in good company at Troop 22. They will join the more than 100 scouts that have already earned the rank. Such opportunity and accomplishments have been made possible by many dedicated parents, adults, organizations and others in our community.

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Troop Meetings

Attendance

Troop meetings are *generally* held on the second and fourth Mondays' of each month between 7:00 and 8:30 pm. The Troop calendar contains a detailed schedule of all meetings and events. Scouts must be on time to be considered present. Attendance at troop meetings is a part of active membership.

Uniform for troop meetings

The uniform for each meeting will consist of the Class B uniform, the Boy Scout Handbook, a notebook and a pencil.

Leave of absence

When another school or sports activity conflicts with troop meetings for an extended period of time, a leave of absence from troop meetings may be in order.

1. Inform the Scoutmaster and Committee Chairperson of the dates you will be absent and the nature of the activity.
2. Tenure towards rank advancement will be suspended during the absence.
3. Scouts who hold leadership positions must see that their responsibilities will be assumed by another qualified scout.
4. Members must keep themselves informed of troop activities.
5. We recognize that conflicts with other activities do occur and will continue to be flexible.

Dues

Yearly dues are payable at registration time in October of each year. Scouts are encouraged to pay dues with money they earn through troop activities.

Outings and Events

Individual responsibilities

Attendance

Once he has committed himself to participating in an outing, the Scout becomes part of considerable advance planning. He will be responsible for paying the fees for food and registration, whether he attends or not, for whatever reason. On any Troop outing each Scout is required to be in Class A or B uniform when leaving the departure location (usually the Unionville Presbyterian Church) until arrival at the site and from departure from the site until arrival at the drop-off location at the end of the outing.

Prohibited Items

The following items are prohibited at all scouting functions. All such items will be confiscated without warning.

1. Weapons (bows & arrows, guns, sheath knives, etc.)
2. Battery operated devices other than a flashlight (radios, TV, walkmen, gameboys) with the exception of the transportation time to and from the outing site.
3. Fireworks
4. Alcoholic beverages
5. Anything which may become a general annoyance or poses a health or safety hazard.

Equipment

What to bring on camping trips depends upon the season, location and purpose of the trip. A complete list is printed in this guide and those items that should be brought on every outing are underlined. Personal gear should be marked with the Scout's name and Troop number.

Use of Woods Tools

Knives, axes, hatchets, saws, etc may be used only by Scouts who have successfully completed all requirements for the Tote-N-Chip card. Improper or irresponsible use will result in the revocation of privileges to use such tools; the Scout will be required to earn the Tote-N-Chip card again before privileges will be reinstated.

Camping Money

We generally recommend that Scouts bring only the minimum amount of money necessary for trip expenses. Patrols usually plan and prepare their own food on camping trips; the patrol quartermaster develops and prices a menu, then divides the cost among patrol members; these costs should be paid before the end of the trip. In cases where the Troop charges fees for camping, special patches, etc., the costs must be paid in advance.

Patrol responsibilities

Troop Equipment

The troop provides tents, stoves, pots & pans, cooking utensils, storage containers, etc. for each patrol. The procedure for their use is as follows:

1. Equipment will be issued to each patrol at the beginning of each camping trip.
2. Use the equipment responsibly.
3. Any damage or loss becomes the responsibility of the patrol.
4. Equipment is to be returned to the Troop Locker at the end of each camping trip. In most cases, each patrol is expected to provide two scouts to help unload/unpack gear at the Unionville Presbyterian Church on the afternoon of the day the Troop returns from a camping trip.

Transportation

Transportation to and from all camping trips is the responsibility of the Tripmaster. Drivers must be at least 18 years of age and seat belts must be provided for all passengers.

Drivers are responsible for all passengers assigned to their vehicle from the departure location to the site and from the site to the drop-off location.

Parents are responsible for delivering their Scouts to the departure location on time and for picking them up at the drop-off location on time.

Troop 22 does not permit youth under the age of 18 to be drivers for any Troop, Patrol, Order of the Arrow or any other event organized or sponsored by the Troop. Youth under the age of 18 may, with proper licensing and parental permission, drive a car to the point of departure for a Troop 22 event and/or home from the point of arrival at the end of a Troop 22 event (these points are usually the Unionville Presbyterian Church). At no time may Scouts be passengers in a car driven by a Scout under the age of 18.

Menu Guidelines

Scouts should review the cooking section of the BSA Handbook for information and tips on menu and food preparation. Troop 22 recommends that each patrol plan nutritious meals and not rely on snack foods. Make sure that you know how to prepare everything you put on the menu.

Individuals must bring their own mess kits, which must include a non-breakable cup and utensils.

Weather

Although we expect Scouts to be prepared to meet all weather conditions, the Troop takes precautions that Scouts are not exposed to unduly harsh conditions when forecasted. When health or safety threatening weather is encountered or is imminent, an alternate plan will be pursued. We have not yet learned how to control the weather; your patience and understanding are appreciated.

Advancement

Scouts are expected to extend reasonable effort and initiative toward advancement. Badges and other insignia recognize what a boy is able to do; they are not simply a reward for what he has done. The specific requirements for advancement are contained in the BSA Handbook. Following is a general description of advancement procedures.

Badges of Rank

When a badge of rank is awarded, it recognizes the following criteria:

1. **Active Membership** – The scout must be an active member in his troop and patrol. His attendance at troop meetings, activities, service projects and proper uniforming will be considered.
2. **Scout Spirit** – The Scout must regularly show Scout Spirit. Do your best to live up to the Scout Law, Motto and Slogan. Do your best to help in your home, school, church and community. Do your best to take care of things that belong to you and respect the property of others. Show initiative in accepting and carrying out responsibilities at troop meetings, outdoor activities and other unit functions. Earn the required merit badges and skill requirements for the rank.
3. **Scoutmaster Conference** – Participate in a Scoutmaster Conference after completing all requirements for the rank. This is the final step in preparing for advancement and is an informal review of your participation in the troop.
4. **Board of Review** – The Scout must appear before a troop Board of Review, which is the final step of advancement. The Scout must wear a Class A uniform and bring his BSA Handbook with all current advancement requirements recorded. A Board of Review consists of at least 3 adults who are members of the Troop Committee or parents of other Scouts. The time and place for Boards of Review are announced well in advance. Scouts are responsible for making an appointment to appear before a Board of Review.
5. **Leadership Positions** – The ranks of Star, Life and Eagle require serving actively in a leadership position. Star requires 4 months of active leadership; Life and Eagle require 6 months. You cannot advance to these senior ranks without doing hard work as a leader. This is no option; it is a requirement of Scouting. A leader is entrusted with the welfare of others; therefore he must look after the concerns of others before his own. Like all advancement requirements, it is the responsibility of the Scout to seek the assistance of the Scoutmaster in obtaining an appropriate position and completing the requirement in a satisfactory manner.

Those who adopt this attitude are sought after as leaders. Those who just do not care are not trusted with leadership for very long. Accept the fact that the welfare of the Troop is in your hands. Caring is true responsibility. Caring is a requirement of Scouting. Caring is the central quality of a good leader. Without good leaders, Scouting will not work. The attitude reflected in your leadership will determine the character of your troop.

6. **Courts of Honor** – Courts of Honor are generally held in September, February and June. Additional Courts, including Eagle Courts of Honor, are scheduled as necessary. The whole family is welcome and encouraged to attend. Scouts must wear Class A uniforms.

Merit Badges

Merit Badges are badges awarded to Scouts for fulfilling requirements in specific fields of interest. There are more than 100 merit badges Scouts can earn including sports, hobbies, arts, crafts, trade, agribusiness and Scouting skills.

A Scout earns a merit badge by working with an adult counselor, an expert in the chosen subject, who is on a list provided by his troop. The Scout, along with a buddy, makes an appointment with the counselor and works on the merit badge until completed. BSA policies require that each Scout must complete all requirements for the merit badge, even if the counselor organizes group meetings to work on the requirements. BSA policies also require that each Scout must do “no more” and “no less” than the stated requirements for the merit badge. When the counselor approves the Scout’s Merit Badge Application (the “Blue Card”), the Counselor and Scoutmaster will sign the card and submit it to the Troop Advancement Chairman, who will obtain the badge. As with Rank awards, Scouts will receive their merit badge(s) at the next scheduled Court of Honor.

Advancement in Troop 22 - Frequently Asked Questions

Which BSA Handbook should I use?

You must use the 1999 edition of the BSA Handbook. Older editions of the handbook are no longer accepted for advancement; however, you should keep your old book as a record of ranks you earned before the new book was published.

What if I am working on a rank but some of the requirements are already signed off in the old book?

Meet with the Scoutmaster or Troop Advancement Chairman, who will transfer your signed requirements to the 1999 Edition. The 1999 Edition is the only one that will be accepted for Scoutmaster Conferences and Boards of Review.

Who signs my book to show that I completed a requirement?

1st year scouts - your Troop Guide
All other scouts - your Patrol Leader
Leadership Patrol - your Senior Patrol Leader
Senior Patrol Leader - your Scoutmaster

Where in the book do the requirements get signed off?

In the back of the book where all of the requirements for all of the ranks are printed.

What is the basis for signing off a requirement?

A badge is given for what a young man can do, not for what he has done.
The “*No more, no less*” rule applies

What counts for required service hours?

Troop service projects. This includes troop community service and Eagle projects.

What counts toward participation in troop or patrol activities?

Scheduled activities other than troop or patrol meetings. Write them down in your book. Camping weekends, service projects, TLCs and Courts of Honor count. If a merit badge involves group activities, you may count one activity towards your participation requirement.

What is active participation?

The Troop 22 policy is a minimum of 50% of all troop activities.

What about the 'show scout spirit' requirement?

The purpose of this requirement is to gauge how well you demonstrate the values of Scouting in your daily life and in your involvement with the Troop, fellow scouts and leaders.

Which leadership positions are eligible for counting toward rank requirements?

Patrol Leader, Assistant Senior Patrol Leader, Senior Patrol Leader, Troop Guide, Den Chief, Scribe, Librarian, Historian, Quartermaster, Junior Assistant Scoutmaster, Chaplain Aide or Instructor. The position of Bugler may be counted toward requirements for Star or Life rank only.

When may I have a Scoutmaster Conference?

AFTER you have completed all requirements for a Rank and have obtained all the required signatures in your Handbook. It is your responsibility as a Scout to ensure that you have all the necessary signatures. Once you have all the requirements signed, you may ask the Scoutmaster to schedule a Scoutmaster Conference.

When may I have a Board of Review?

AFTER you have successfully completed your Scoutmaster Conference and have your Scoutmaster's signature. Then you may ask the Troop Advancement Chairman to schedule your Board of Review. Your Board will be held at the NEXT troop meeting.

What are the minimum requirements to have my Scoutmaster Conference and Board of Review?

- ✓ You must present your Handbook, containing all the required signatures for the Rank.
- ✓ You must be in Class A uniform, which includes the following: scout shirt with all proper insignia, scout pants, scout belt, scout socks, Troop 22 neckerchief and a neckerchief slide.
- ✓ You must be able to repeat from memory the Scout Oath, Scout Law and Scout Motto.

When do I receive the patch for the Rank I just earned?

Usually during 'Circle' at the end of the Troop Meeting when you successfully complete your Board of Review. Note: Your White Card will be given to you during the next scheduled Court of Honor. This card is your official proof that you earned the rank.

Why do I have to keep the White Card that I receive with each Rank I complete?

If there is ever a question about whether or not you really earned a rank, your White Card is your only proof that you earned the rank. If you ever transfer to another Troop or want to

submit an application to become an Eagle Scout, you must have your White Cards. Keep them in a safe place.

When do I receive Merit Badges that I have earned?

At the next Court of Honor after you submit your Blue Card. In order to submit your Blue Card, you must complete all the requirements for the Merit Badge and obtain the signatures of your Merit Badge Counselor and Scoutmaster on the Blue Card. (Note, for merit badges earned at summer camp, the Merit Badge Counselor usually gives the Blue Card directly to the Scoutmaster; in these cases, you will receive the Blue Card along with your Merit Badge.)

Why do I have to keep my Blue Cards after I receive my merit badge patches?

If there is ever a question about whether or not you really earned a merit badge, your Blue Card is your only proof that you earned the badge. If you ever transfer to another Troop or want to submit an application to become an Eagle Scout, you must have your Blue Cards. Keep them in a safe place.

Scout Uniform

Wearing the Uniform

The uniform will be worn to all troop functions unless advised otherwise. On all troop outings, the Class A or B uniform must be worn from the departure point to the site and from the site to the drop off point. Uniforms should be kept clean, worn properly and neatly, as well as with pride in what they represent.

Within two months of becoming a member of Troop 22, Scouts are expected to have a uniform consisting of the following items:

1. BSA uniform shirt (short sleeve is recommended) including the following. Please refer to the BSA Handbook for location of all insignia.
 - a. American Flag
 - b. Council strip
 - c. International Scouting patch
 - d. Troop number
 - e. Current badge of rank
 - f. Red shoulder loops
2. BSA uniform pants (either long or short pants) and Scout socks
3. BSA Handbook. Each scout must have a Handbook. Advancement information is recorded in the Handbook and it must be presented at the Scoutmaster Conference and Board of Review. It is the responsibility of each Scout to ensure that troop records match the records in his Handbook.
4. Notebook and pencil
5. Troop neckerchief. Troop 22 provides a troop neckerchief to all scouts at the time they enter the troop. Webelos who attend our annual Crossing of the Bridge ceremony will receive their neckerchief at that time. Replacement neckerchiefs may be purchased from the Troop.

Uniform Exchange Program

The troop maintains a Uniform Exchange Program, which makes uniforms Scouts have outgrown available to other Scouts. Scouts and parents interested in contributing or obtaining uniforms should contact the Uniform Exchange Program Coordinator.

Uniform Policies

Class A Uniform (Court of Honor, Scoutmaster Conference, Board of Review, Church, other special ceremonies)

- a. BSA uniform shirt (short or long sleeve) with all proper and current insignia
- b. Troop 22 neckerchief
- c. Appropriate neckerchief slide
- d. BSA shorts or long pants with Scout socks
- e. BSA web or leather belt
- f. Merit Badge sash (optional; usually worn at Courts of Honor)
- g. OA sash (at Order of the Arrow activities)

Note: If you wear a short-sleeved BSA uniform shirt in cold weather, it is acceptable to wear a turtleneck, sweatshirt or long sleeve t-shirt of a single color underneath the uniform.

Class B Uniform (Troop meetings, Troop outings)

The Troop 22 Class B uniform is the same as the Class A uniform with the following exceptions:

- a. Star Scout and higher ranks may wear a BSA bolo tie instead of the Troop 22 neckerchief.
- b. If you wear BSA shorts in cold weather, it is acceptable to wear a pair of sweat pants of a single color underneath the shorts.
- c. If a hat is worn, it may be any official BSA hat or Scout camp hat.

Class C Uniform (TLCs, in-camp activities, merit badge activities)

- a. Boy Scout t-shirt or Boy Scout Activity Shirt
- b. Boy scout shorts or long pants with Scout socks
- c. Boy Scout web or leather belt

Note: Any hat may be worn

Class D Uniform (Service Projects)

- a. Boy Scout t-shirt, Boy Scout Activity Shirt or Boy Scout shirt
- b. Shorts or pants (may be jeans)

Note: Any hat may be worn

Personal Conduct

Scouting is based on the ideas of personal responsibility and self-reliance. The Scout Oath and Law are sufficient in themselves to explain what level of personal conduct is expected from scouts. With this in mind we emphasize the following points:

Harassment/Abuse: No mental, physical or sexual abuse of any kind will be tolerated including hazing and other initiation rites.

Alcohol and Drugs: There is no room for either in scouting. Chester County Council and Troop 22 have a zero-tolerance policy regarding the possession or use of alcoholic beverages or controlled substances of any kind. Possession, use or abuse of drugs or alcohol constitutes grounds for immediate and permanent expulsion from the Troop. Appropriate authorities will be informed if deemed necessary. For scouts, this policy includes tobacco products.

Medications: If a Scout has a condition that requires prescription or over-the-counter medications, the Scoutmaster must be notified in advance of any scouting activity. He will make arrangements with the Adult Leaders to store, manage and dispense the medication. All medications must be in their original containers. Please place the medications and dosage instructions in a clear, resealable plastic bag labeled with your scout's name.

In general, no medications of any kind, including over-the-counter (OTC) products, may be in the possession of scouts during troop activities or summer camp. We recognize that there may be certain cases, such as epi-pens and inhalers, where the medication needs to be held by the scout. If you believe that you have a special case, please discuss the need with the Scoutmaster.

Scouting Functions: It is BSA policy that at least two Adult Leaders must be in attendance whenever a Scouting function is to take place.

General Behavior: Keep the Scout Oath and Law in mind. Anyone presenting a chronic discipline problem affects the entire Troop and will not be tolerated. One or more of the following steps may be taken to solve behavior problems:

1. Conference with Scoutmaster and parents.
2. Temporary suspension from Troop activities.
3. As a last resort, expulsion from the Troop.

Troop Government

Troop 22 is an organization run by boys, for boys. The adult leadership is there for direction and assistance, not to dictate. Positions of leadership in the troop call for a great amount of dedication and hard work. Troop leaders are expected to make their responsibilities a high priority among their other activities.

Leadership Organizations

Troop Leadership Council (TLC)

The Troop Leadership Council is the ruling body of the troop. It consists of the Senior Patrol Leader, Assistant Senior Patrol Leaders, Patrol Leaders, Assistant Patrol Leaders, Troop Guides, Scribes and other boy leaders and is led by the Senior Patrol Leader. The Council plans troop outings and events and Troop meetings.

Scoutmasters Council

The adult leader's forum composed of the uniformed adult leaders in which activities necessary to implement and support the plans of the Troop Leadership Council are planned and coordinated.

Troop Committee

The Troop Committee is made up of adult volunteer leaders. They support the Troop Leadership Council in planning and implementing troop activities. The committee is headed by the Troop Committee Chairman and includes Finance, Advancement, Membership, etc.

Youth leaders

Senior Patrol Leader (SPL)

The Senior Patrol leader has the major responsibility for leading and managing the troop. He heads the Troop Leadership Council and the Leadership Patrol. The SPL is elected by the entire troop membership. He must have reached Life rank and be approved by the Scoutmasters Council. The SPL selects his assistants from among the other scouts who have achieved Star rank. He attends more than 80% of troop functions and is responsible for the coordination of the functioning of the entire troop.

Assistant Senior Patrol Leader (ASPL)

Selected by the Senior Patrol leader, the ASPL supports the Senior Patrol leader in the management and coordination of the Troop. He is a member of the Troop Leadership Council and the Leadership Patrol. He must have reached Star rank and be approved by the Scoutmasters Council. He attends more than 75% of troop functions and is responsible for the coordination of the functioning of specific patrols.

Patrol Leader

Elected by his Patrol, he is fully responsible for the leadership and guidance of his patrol. He is a member of the Troop Leadership Council. He must have reached 1st Class, been an active patrol and troop member, demonstrated leadership potential and be approved by the Scoutmaster Council. Patrol Leaders select an Assistant Patrol Leader from the members of his Patrol. He is responsible for ensuring that either the Patrol leader or the Assistant Patrol leader attends all troop functions and the monthly meeting of the Troop Leadership Council.

Assistant Patrol Leader

Selected by the Patrol Leader, he is responsible with the Patrol Leader for the leadership and guidance of his patrol. He is a member of the Troop Leadership Council. He must have reached 1st Class, been an active patrol and troop member, demonstrated leadership potential and be approved by the Troop Leadership Council and the Scoutmaster Council. He is responsible with the Patrol Leader to ensure that at least one of the two of them attends all troop functions and the monthly Troop Leadership Council.

Quartermaster

Selected by the Patrol Leader with the approval of the Troop Leadership Council and the Scoutmasters Council, he is responsible for all the patrol's equipment. He keeps a current inventory of patrol equipment and sees that it is in good condition. He checks all patrol equipment in and out for all troop functions. He reports to the adult Quartermaster on any equipment requiring major repair or replacement.

Scribe

Selected by the Patrol Leader Council with the approval of the Troop Leadership Council and the Scoutmasters Council. He is responsible for taking attendance at all troop functions, taking pictures on all troop outings for submittal to the troop public relations person, and ensuring that the troop records for both attendance and advancement are kept current and available to all the Scouts. These three people are responsible for ensuring that at least one of them attends all troop functions.

Troop Guide

Selected by the Scoutmaster and the Scoutmaster Council, he is an older scout assigned to assist new patrols that have just Crossed the Bridge from Webelos through their first year in the troop. Two to three Troop Guides are assigned to each new scout patrol. They are responsible for ensuring that at least one of them attends all troop functions with their patrol and at least one of them attends the monthly Troop Leadership Council meeting to represent their new patrol.

Den Chief

Selected by the Scoutmasters Council, he is assigned to a den of Cub Scouts led by an adult called a Den Leader. He is responsible for assisting the Den Leader with den meetings and acting as a Scout role model for the younger boys.

Other Positions

Other official leadership positions include Historian, OA Coordinator, Bugler, Librarian, Service Coordinator and Chaplain's Aide. (Bugler is not an eligible leadership position for the Eagle rank.)

Adult Leaders

Men or women may hold all adult leader positions; the masculine form of the noun is used for readability purposes.

Scoutmaster

Selected by the Troop Committee with the approval of the Sponsoring Organization, he is responsible for training and guiding the boy leaders of the troop. He works with and through responsible adults to bring scouting to boys. He helps boys to grow by encouraging them to learn for themselves. He reports to the Troop Committee and functions as an advisor to the boy leaders of the troop in developing their troop program and ensuring the success of that program.

Assistant Scoutmaster

Selected by the Scoutmaster with the approval of the Troop Committee. He is responsible for assisting the Scoutmaster and the Troop Leadership Council with troop activities and functions. He generally has an area of responsibility that is this area of specialization such as quartermaster or merit badge coordinator. It is his responsibility to coordinate all activities in his area keeping the Scoutmasters Council and the Troop Leadership Council advised.

Troop Committee Chairman

Selected by the Sponsoring Organization with the advice of the Scoutmaster, he is responsible for the operation of the Troop Committee. He recruits other adults to manage the functions of a legal organization (Chartering, Financial, Fund Raising, Record Keeping, Public Relations) and provide support to the troop (Tripmasters, Banquet Coordinator). He answers to the sponsoring organization through the Chartered Organization Representative.

Merit Badge Counselor

Selected by the Troop Committee, Counselors are responsible for the counseling needed to instruct a group of Scouts in the material necessary to successfully complete an individual merit badge.

Troop Newsletter

The Troop Newsletter is produced approximately every other month. The Committee Chairperson will accept any articles or other contributions to the newsletter for publication. Important information pertaining to troop meetings and outings is published in the newsletter. It is posted on the troop website so parents and scouts can review this information together.

Troop Equipment List

Scouts must supply their own personal gear for outings. This equipment list is a suggested packing list for all troop outings. Items that are underlined are necessary for every trip. Clearly mark all of your clothing and equipment with your name, Troop number and telephone number. Everything should be packed in a duffel bag or soft backpack.

Clothing:

<u>Scout Uniform</u>	Bandana/Handkerchief	<u>Poncho or raingear</u>
<u>Pants</u>	Boots	Knit hat
<u>Shirts</u>	Swimsuit	Gloves
<u>Socks</u>	Shorts	Windbreaker
<u>Underwear</u>	Sandals	Jacket
Belt	Heavy shirt	Heavy socks
Long Underwear	Sweat shirt & pants	

Camping Gear:

<u>Sleeping bag</u>	Garbage bag	Compass
Pad	<u>Flashlight</u>	Pocket knife
Pillow	Spare batteries	Watch
Ground cloth	<u>Scout Handbook</u>	Sunglasses
Spare eyeglasses	<u>Notebook & pencil</u>	Sheet

Toilet Kit:

Towel
Soap
Toothbrush
Brush, comb, mirror
Toilet paper
Insect repellent
Sunscreen
Prescription medicine

Mess Kit:

Utensils
Plate and/or bowl
Unbreakable cup
Scouring pad

Repair Kit:

Needle
Thread
Safety pin
Shoe laces
Buttons

Some suggestions on selecting camping gear.

Packs - Start with an inexpensive, water-resistant duffel bag or soft pack. As your son learns more about outdoor activities and develops his interest in hiking and backpacking, you might consider a frame pack. However, for summer camp and most troop weekends, a duffel or soft pack is preferred. Please do not bring footlockers or luggage.

Hiking Shoes or Boots - We recommend these for each scout, but there is no need to purchase expensive or upscale equipment. Size and fit are the most important factors. A full size bigger than usual shoe size will allow for two sets of socks to be worn on hikes. For hiking, you will need polypropylene or cotton sock liners under wool socks. This is very important for comfort and to avoid blisters.

Poncho - Better than a raincoat; and can double as a ground cloth if needed.

Mess kit - Each scout must have a reusable cup, plate, knife, fork and spoon as well as a water bottle or canteen. A mesh bag is also useful for storage.

Sleeping bag and waterproof ground pad - A general-purpose sleeping bag with a stuff-sack is sufficient for most camping activities. Many Scouts prefer mummy-style bags with nylon shells because they are smaller and lighter than traditional sleeping bags. A sealed foam pad or a thermarest pad is essential, as it will make sleeping more comfortable and is a necessity for tent camping.

Notebook and Pencil - A pocket-sized notebook and pencil to take notes is essential at troop meetings, weekend activities and summer camp.

Scout Knife - The traditional BSA or Cub Scout folding knife is appropriate and useful once your son has earned his Totin' Chip card. The following types of knives are NOT ALLOWED AT ANY TIME: sheath knives, fish cleaning knives and switchblades; they will be confiscated by the leaders and returned directly to parents.

Troop 22 T-shirts are available from the Troop Committee and are on sale before summer camp and during some troop meetings throughout the year.

As a general rule, keep it simple. Too much gear just gets in the way.

What to leave at home.

Do not bring personal electronics including walkmen, boom-boxes, radios, televisions, gameboys, laptops, etc. to scouting activities or camp. Also, please do not bring fantasy games such as Dungeons'n'Dragons. The leaders will confiscate these items and return them directly to parents.

The following are also prohibited: flammable materials including candles, lanterns, lighters, fireworks etc.; devices that propel objects into the air; and any other products or materials that might be considered harmful, unsafe or dangerous.

Common gear

Troop 22 provides most non-personal gear required for camping including tents, rain flies, stoves, chef kits, lanterns, large tools and some miscellaneous supplies. Please check with your Patrol Leader and Scoutmaster to ensure that you are adequately packed for each camping trip.

Service Projects

Scouts are required to perform a minimum of 1 service project in the fall in order to be eligible for the January outing and 1 service project in the spring in order to be eligible for the June outing from the list of troop service projects. See the troop calendar for specific projects and dates.

Fund Raising

Scouts are expected to participate in fund raising projects. These projects raise money for the troop and for each scout. Scouts may use their individually accrued funds to pay for scouting activities such as summer camp, high adventure trips, monthly camping trips, other programs and even annual dues. In recent years, our fundraising programs have included Trails End Popcorn, Joe Corbi Pizza and Firewood. Success with programs like these is one of the reasons Troop 22 dues have remained low for many years. If a scout does not participate, an additional amount will be added to their bill.

Firewood Program

The troop sells firewood as a fundraiser. Typically, we sell 10-15 cords per year. For 2001-2002, the current price is \$135/cord or \$75/half cord. The product is high quality seasoned mixed hardwood that is split, delivered and stacked for our customers.

“Firewood” is a fundraising project, not a service project.

Profits from the sale of firewood are divided between the troop treasury and each scout's troop expense account (the ratio is determined by the Troop Committee). The funds in this account can be used to pay for trip, summer camp, or high adventure fees. The scout's earnings will be calculated based on the number of hours he works during the fall and winter of a given Troop year. The funds will be disbursed each spring. This is an excellent “part time job” for scouts. The concept is to enable a scout to earn a portion of his trip fees to reduce the cost to his family and provide an opportunity to interface with the public in a positive manner.

Adult involvement is key to the success of the program. Pickup trucks and trailers are needed for hauling wood and adults are needed to operate the splitter. (Scouts do not operate any equipment; they basically load, carry and stack the wood.) Each activity is usually for a half day each of those months.

The firewood program is not a “free tree service” that removes standing trees, stumps and chips the small limbs. We need hardwood trees that are already down and can be donated to the troop.

The program has been active for several years and through the support of several adults has benefited many scouts and satisfied our customers.

High Adventure Program

The high adventure program for Troop 22 is composed of several activities. These activities consist of Philmont, Florida Sea Base, National Jamboree and other local high adventure activities.

Philmont

The Philmont adventure consists of several experiences that are accomplished over a two-week period. These activities consist of: touring the Air Force Academy, white water rafting, Koshare Indian dance show and the Philmont trek. These activities are conducted in Colorado and New Mexico over a two-week period. The Philmont experience not only includes the 60-to-80 mile hike in New Mexico, it also includes a special adventure each day such as: rock climbing and rappelling, black powder rifles, panning for gold, branding, Dean's Challenge, burro racing and many more. This is the highest adventure in scouting for both the boys and adults that participate. The challenges that they conquer will be remembered for their entire lifetime.

The cost of this experience is about \$1000, which includes the equipment and the trip expenses. The trip extends over a two-week period with a number of preparation trips required prior to going. The arrangements for this trek are made through the Council each year. The troop usually sends several crews with the Council every 2 to 4 years. If individuals want to go on any given year we are always welcome to join one of the other crews going from the Council.

Florida Sea Base

The Florida Sea Base adventure includes sailing, snorkeling, scuba and exploring of the islands off the Florida coast and Keys. This trip lasts one to two weeks depending on which trek we take.

The cost of this trip is about \$1000, which includes the preparations and actual trip. We usually go on this trip every 2 to 4 years. The arrangements for this trip are made for an individual crew basis. Reservations for this trip need to be completed by March of the previous year.

National Jamboree

The National Jamboree is held every four years. This is an excellent experience for the boys to see other troops from around the USA and from other countries. The many activities offered at the Jamboree provide the Scouts an exciting adventure. These activities include: merit badge midway, rappelling, biking, army adventure, special shows and other adventures and many activities during the day to go see and do. The cost is about \$900.

Other Local High Adventure Activities

There are many other local high adventure opportunities such as Maine canoeing, Adirondack High Adventure for canoeing, hiking, backpacking, etc. There are also many Council High Adventure opportunities for mountain biking, white-water rafting, camping, hiking, canoeing, etc. These types of adventures last about one to two weeks and have cost between \$350 to \$1000 can make the needed arrangements. These also do not need as much lead-time to be scheduled.

Order of the Arrow

This is an honorary service organization within Scouting which provides support to the scouting program above the troop level. Membership is an honor conferred on the Scout by his peers through an election process held once each year. At a designated Troop Meeting, all Scouts present, both OA members and non-members, vote for those scouts they feel exhibit the qualities of an experienced camper who willingly and cheerfully shares the work of his fellow Scouts.

To be eligible for election, the scout must be a registered Scout of the Troop, must have achieved the rank of First Class or higher before being nominated, must have camped under the Boy Scout Program for at least 15 days and nights within a two-year period with one campout being at least 5 consecutive days and nights.

Membership provides the Scout with additional opportunities to camp (locally, regionally and nationally, enjoy fellowship with Scouts from other troops in our area and provide support for Scouting's outdoor program.

Boy Scout Summer Camp

Summer Camp is the most important activity for a Scout and especially for a new Scout. The summer camp adventure includes merit badges, advancement, working as a patrol and exciting adventures. New Scouts usually complete all the requirements for Tenderfoot and Second Class rank and several of the requirements for First Class in addition to earning 3 to 4 merit badges. The merit badges offered at summer camp are usually ones that are difficult to obtain anywhere except at summer camp – such as swimming, lifesaving, first-aid, wilderness survival, nature, wildlife and many others. The summer camp program helps the boys learn how to function together in a patrol and in the troop so that they can better organize activities throughout the year.

Summer Camp is a one-week activity, from Sunday to Saturday. The cost of camp is about \$250, which includes the use of camp facilities, food and most activities. Some additional charges may be necessary for supplies for certain merit badges such as basketry or woodworking. Partial or full scholarships may be available upon request to the Troop Committee.

We cannot overstate the importance of summer camp for first year Scouts and for every year. A Scout who has attended 4 or 5 summer camps finds the trail to Eagle Scout much easier than it otherwise would be. Summer camp can put the boys at ease with other Scouts in the troop and the patrol and makes the rest of the year that much more fun.

Power Tool Safety Rule

Troop 22 has had an unwritten policy, which it is now formalizing; this rule supersedes the BSA National policy. Effective March 29, 2004, Troop 22's rule is that:

The use of all power tools by Scouts is prohibited, except for those listed below. An exception **may** be made for an Eagle project to include some less dangerous power tools, permission for which would be granted by the Scoutmaster and the Committee Chairperson by their approval of the Eagle project where the specific tool, and its use is, outlined.

Troop 22 prohibits the use of all power tools **except for**:

- Battery powered drills used for drilling holes or driving screws or bolts
- Battery powered screwdrivers for driving screws or bolts.

- Before a power tool is used the Eagle candidate will give instructions on its proper use and its safety features.
- All tools are expected to be properly serviced and maintained and used for their intended purpose.
- Anyone in the proximity, when a power tool is being used, will use appropriate safety equipment.

BSA prohibits the use of chain saws and log splitters by scouts (reference *Guide to Safe Scouting* page 42).

BSA allows the use of power tools by scouts (reference *Guide to Safe Scouting* pull-out appendix).

Chester County Council camps do not allow scouts to use any powered (electric or gas) tools.

Eagle Project Policies of Troop 22

Updated November 20, 2005

It is recommended that all Life Scouts, and their parents, begin their road to Eagle by attending a "Life to Eagle" seminar; this informative seminar is an excellent introduction to the process. Scouts and parents should familiarize themselves with the advancement website www.eaglescout.itgo.com, it is the only acceptable format for the Eagle proposal and has a tremendous amount of information about the entire Eagle process.

1. The Life scout must meet with the Scoutmaster (SM) to review his merit badge status, participation, leadership, other requirements for rank advancement, and discuss his project idea.
2. After obtaining the approval of the SM, the scout is encouraged to meet with the Troop Eagle Advisor (TEA), Judy W. who will review proposals done by past scouts, samples of time charts and give advice on the time required for a quality project. This step is highly recommended to save you time.
3. The scout then starts meeting with the Eagle Project Advisor (EPA) who will help him develop the project. The scout **MUST** use, and follow all directions in, the Eagle Scout Leadership Service Project Workbook as found on the www.eaglescout.itgo.com website.

4. The scout has the option (however it is highly recommended) of having the TEA review his written proposal.
5. The EPA approves the written proposal.
6. The scout asks the Committee Chairperson (CC) for time to present his proposal at the next Committee Meeting. **At least one week** before the presentation the scout gives copies of the proposal to the TEA, SM and the CC for their review. The TEA, SM and CC direct any questions, comments, or concerns they may have directly to the EPA, who will communicate them to the scout.
7. The scout will bring 4 copies of the proposal to the Committee Meeting and, dressed in Class A uniform, present his proposal. His TEA will attend the meeting and make notes about any suggestions the Committee may have.
8. Changes are incorporated and the SM and the CC sign the proposal.
9. Scout gets the signature of the sponsoring organization. (This *may* happen immediately prior to the Committee Meeting.)
10. The scout schedules an appointment with the District Advancement Chairman (DAC). He brings his original (not a copy) Eagle Scout Leadership Service Project Workbook, which contains his proposal, presents the proposal, and obtains the DAC's signature. All Eagle Project Proposals must be approved and signed by the Troop CC, SM, and DAC before any final commitment may be made to the project's Sponsoring Organization and before any work may be performed on the project.
11. The scout executes his project.
12. Requests for the six required letters of reference should be mailed or delivered ASAP. Get instructions from your TEA. They get mailed directly to the TEA.
13. The TEA will work with the Scout to aid in the completion of the Eagle rank paperwork. The TEA will get an Eagle rank application printout from TroopMaster. The Scout must have the TEA review and approve the finished project workbook and the Request for Eagle Application (see #14 below) with all attachments (two copies of requirement 6, two copies of the Eagle Project Summary Page, and TroopMaster printout). The organization must sign your notebook and/or supply a letter of completion.
14. BSA now requires a computerized Eagle Application. While this results in more time and effort by the Scout, the response time from Texas is quick. Go to the website www.eaglescout.itgo.com and click on Application. Follow the instructions to complete the Request for Eagle Application. You may do this online and print your copy, or you may print a blank copy and neatly fill in the information. (Use your TroopMaster printout to complete the information. Please review the dates. Infrequently errors are found). Take this form with you to your Scoutmaster conference. (Call your SM and ask for an appointment).
15. SM Conference is conducted. SM approves the finished notebook and signs the project approval page. He will also sign the Request for Eagle Application and complete the date of the SM Conference. (The SM conference may take place while reference letters are outstanding).
16. You, a parent or the TEA must go to The BSA Council Service Center with your notebook, Request for Eagle Application and attachments, and Blue Cards. Call Sandy C. at 610-696-2900 ext. 28 for a convenient time. She will produce the computerized Eagle Application.
17. You sign your Eagle Application and fill-in the information for your references. Ask your Scoutmaster and Committee person to sign.
18. You deliver your completed notebook and signed Eagle Application to the TEA. She will deliver it to the DAC along with your six letters of reference.
19. Your SM and DAC will discuss possible dates for your Eagle Board of Review. Your SM will call you.

As you can see, the “road to Eagle” is not an easy or quick one; however to complete the “road” is very rewarding. The motivated scout who follows the “road” will reach his goal with a minimal amount of “detours.” If at any time the scout or his family has questions, they should be directed to the Eagle Advisors, Committee Chairperson or the Scoutmaster who will do their best to answer them.

Funding Eagle Projects

Regarding Eagle Projects that necessitate fundraising, the scout’s Eagle Project Proposal must include a detailed plan for funding. The Troop Committee expects the scout to demonstrate leadership in the funding process as well as in all other aspects of the Eagle Project. We discourage funding from the scout’s own resources and from his immediate family except in nominal amounts. Nominal amounts include things such as the purchase of lunch or snacks for scouts who assist in working on an Eagle Project.

The Troop Committee is not in a position to accept donations earmarked for a specific Eagle Project, nor is it in a position to issue receipts for the same. The Treasurer has in the past assisted scouts conducting an Eagle Project with record keeping and accounting of their funds and expenses; however, this is not to be confused with the Troop Committee accepting donations toward an Eagle Project.

Benjamin Faber Scout Spirit Award

The Benjamin Faber Scout Spirit Award shall be presented to an active youth member of Troop 22, Star rank or above. The exemplary Scout, who is not the serving senior patrol leader, exhibits the following characteristics:

- A positive and cheerful attitude.
- Strong leadership skills.
- Special kindness or guidance to younger Scouts.
- An extensive commitment to service to others.
- Serves the community.
- Serves the BSA movement beyond the Troop.
- Always lives by the Scout Law.

The selection committee will be composed of the Scoutmaster, the Troop Committee Chairperson and an active, registered leader of Troop 22 appointed by the Troop Committee. The selection committee will receive nominations at any time from active registered leaders.

The names of the candidates and winners of the award will be kept confidential until the award is presented at a Court of Honor.

The award will not be given out more than two times in one year, some years it may not be awarded at all (if there is not a deserving scout) and a scout can only earn it once.

The Award will consist of:

- Name engraved on the Ben Faber Scout Spirit Award plaque, which will be displayed in the Chartering Organization.
- A medallion that can be worn around the neck or on a pin for special occasions.
- Matching epaulets that can be worn at all times.
- A scholarship, not to exceed the amount of one week of summer camp at Camp Ware, which can be used for summer camp, High Adventure activity or other Troop activity.

If possible, a member of the Faber family will participate in the presentation of the award.