



Troop 31

Chadds Ford, PA

PARENT HANDBOOK

Boy Scouts of America Mission Statement

The mission of the Boy Scouts of America is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Law.

The 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.

The Scout Law

A Scout is:

Trustworthy

Loyal

Helpful

Friendly

Courteous

Kind

Obedient

Cheerful

Thrifty

Brave

Clean

Reverent

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AIMS AND METHODS OF THE BOY SCOUT PROGRAM

Aims

Boy Scouting works toward three aims. One is growth in ***moral strength and character***.

A second aim is ***participating citizenship***. Used broadly, citizenship means a boy's relationship to others. He comes to learn of his obligations to other people, to the society in which he lives, and to the government that presides over that society.

A third aim of Boy Scouting is ***development of physical, mental, and emotional fitness***. Fitness includes the body (well-tuned and healthy) the mind (able to think and solve problems), and emotions (self control, courage and self-respect).

The methods are designed to accomplish these aims.

The Methods of Scouting

Advancement - Scouting provides a series of surmountable obstacles and steps to overcome them through the advancement process. The scout plans his advancement and progresses at this own pace as he overcomes each challenge.

Adult Association - Boys learn from the examples set by their adult leaders. Troop leadership may be male or female and association with adults of high character is encouraged at this stage in a young man's development.

Personal Growth - As scouts plan their activity and progress toward their goals, they experience personal growth. The good turn concept is a major part of the personal growth method of Scouting. Boys grow as they participate in community service projects and do good turns for others.

Ideals - The Ideals of scouting are spelled out in the Scout Oath, Law, Motto and Slogan. The Scout measures himself against these ideals and continually tires to improve. The goals are high, and as he reaches for them, he has some control over what he becomes.

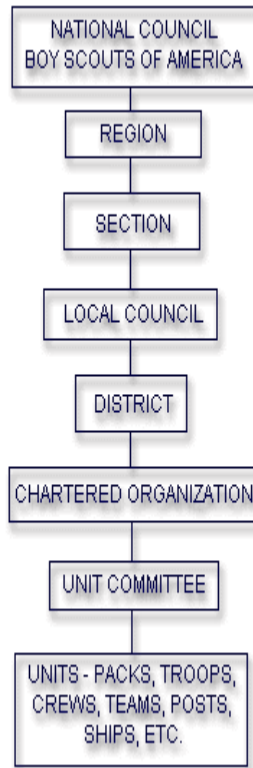
Patrols - The patrol method gives Scouts experience in group living and citizenship. It places a certain amount of responsibility on young shoulders and teaches boys how to accept it. The patrol method allows Scouts to operate in small groups where they can easily relate to each other. These small groups determine and carry out troop activities through their elected leaders.

Outdoors - Boy Scouting is designed to take place in the outdoors. It is in the outdoors that Scouts share responsibilities and learn to live with each other. It is here where the skills and activities practiced at troop meetings come alive. More is discussed about the outdoor program later in this guide.

Leadership Development - Boy Scouting encourages boys to learn and practice leadership skills. Every Scout has the opportunity to participate in both shared and total leadership situations. Understanding the concepts of leadership helps a boy accept the leadership roles of others and guides him toward the citizenship aim of Scouting.

Uniform – The uniform makes the Scout Troop visible as a force for good and creates a positive youth image in the community. The uniform gives the scouts identity in a world brotherhood of youth that believes in the same ideals.

NATIONAL ORGANIZATION



WE ARE:	
Patrols are the smallest groups which together form a Troop	Troop 31
Troops form a District	Lenni Lenape District
Districts form a Council	Chester County Council
Councils are grouped into Areas	Section IV
Areas are grouped into Regions	Northeast Region
BSA National Council is in Irving, Texas	

YOUTH PROTECTION POLICY

The BSA policy for all scouts, at all activities, requires that there be a minimum of 2 adults with any one scout at all times. That could be 2 uniform leaders or a uniform leader and an adult volunteer, often referred to as “2 deep leadership”. There should never be a situation where there is a one on one occurrence between an adult and a scout. Parents can help avoid this situation and help the leaders by being punctual for departure and pick up times, etc.

TROOP ORGANIZATION

Troop 31 is a boy-run troop. Leadership is one of the methods of Scouting. Every boy will have an opportunity to participate in both shared and total leadership. The troop meetings are planned at the monthly patrol leader council (PLC) and are carried out by the Senior Patrol, consisting of the Senior Patrol Leader and his staff as well as the individual Patrol Leaders. The following is an outline of the duties of the key leaders within the troop:

UNIFORM LEADERSHIP

Scoutmaster

- Adult leader responsible for the image and program of the troop
- Work directly with the scouts
- Train and guide boy leaders
- Work with other adult leaders to bring Scouting to boys
- Use the methods of scouting to achieve the aims of Scouting.

Assistant Scoutmasters

- Recruited by the Scoutmaster to assist in the operation of the troop
- Assigned program tasks by the Scoutmaster and provide guidance to the boy leadership
- Responsible for reviewing and approving rank advancement requirements
- Provides the required two deep leadership (two adult leaders present at every Boy Scout activity).

YOUTH LEADERSHIP

Senior Patrol Leader (SPL)

- Leader for all the scouts in all the patrols in his troop
- Leads the senior patrol and assigns tasks to his assistants as needed
- Responsible for leading the troop meetings and coordinating all activities each week
- Responsible for initiating the phone chain in the event of meeting cancellations, altered trip plans, etc.

Assistant Senior Patrol Leader (ASPL)

- Assists the SPL as requested
- Fills in for SPL in his absence
- Lends support and leadership to other junior scout leaders as needed

Patrol Leaders (PL)

- Responsible for giving leadership (organizing, motivating, & managing) the members of their patrol
- Tracking advancement
- Being aware of the needs of the members of their patrol
- Organize the patrol duties on campouts and participate in the PLC.

Assistant Patrol Leaders (ASP)

- Help the PL run the patrol
- Fill in for PL in his absence.

TROOP COMMITTEE

The troop committee is a group of adult volunteers (other than, but not excluding the uniform leaders) entrusted with the task of ensuring that the troop is adequately staffed, equipped and financed to implement the troop program each year. The Committee also assists the uniformed leaders with any problems that arise within the troop. The Troop 31 committee usually meets the first Tuesday of the month at 7:00 p.m. at the Chadds Ford Elementary School Library. All parents are always welcome and encouraged to attend- a Troop is only as strong as its parents' involvement. Annually in June, the committee meets to plan the next year's upcoming calendar of events, outings, meetings etc. All parents, uniform leaders and scouts are encouraged to attend. Eagle Scout projects are also presented at the Troop Committee meetings and approved. The duties of each office are outlined below.

Committee Chairperson

- Organize the committee to see that all functions are delegated and coordinated.
- Maintain a close relationship with Charter Organization Representative.
- Insure that the troop committee, the members and leaders, complete needed training.
- Interpret national and local council policies to the troop.
- Work with the Scoutmaster in preparation of the agenda for troop committee meetings.
- Hold, preside and promote attendance at committee meetings.
- Insure that there is troop representation at all monthly roundtable.
- Arrange for charter review and recharter the troop annually.

Secretary

- Keep minutes of all troop committee meetings.
- Present minutes for review and acceptance at the following committee meeting.
- Assist with troop press releases.
- Submit minutes to Webmaster for posting.

Treasurer

- Handle all troop deposits and disbursements upon approval or request of the Scoutmaster and/or troop committee.
- Maintain all bank accounts and records.
- Supervise all troop money-earning projects including obtaining proper authorization from council for money raising activities.
- Give leadership to the preparation of the annual troop budget.
- Present a financial report at troop committee meetings.

Membership Chairperson

- Conduct membership inventory and complete annual charter renewal.
- Plan and carry out a troop recruiting plan for scouts and adults.
- Assist the Scoutmaster and committee chairperson in conducting a parent/scout orientation for new families.
- Follow up with a phone call to scouts that have "dropped out/lost interest."
- Work with new scouts and parents to complete applications and dues.

Advancement Chairperson

- Monitor overall advancement of the troop and make a report at committee meetings.
- Maintain all individual scout advancement records.
- Arrange for boards of review and secure appropriate adults to sit as the board.
- Prepare and deliver to council office the appropriate scout advancement reports following troop boards of review.
- Secure the necessary badges of rank, merit badges, awards and certificates.
- Conduct courts of honor at least three times per charter year.

Merit Badge Coordinator

- Obtain troop resource survey and necessary registration forms for new counselors.
- Work with the troop librarian on maintenance of the troop merit badge library.
- Facilitate merit badge offerings in the troop setting; usually Eagle required badges.
- Make regular reports on merit badge progress at troop committee meetings.

Troop Equipment Chairperson

- Advise the committee on the procurement of camping equipment.
- Establish an inventory method and report to the committee regularly on equipment stocks.
- Work with the Scoutmaster and troop quartermaster on the proper inventory, maintenance, and storage of troop equipment.
- Replenish supplies and equipment as required with the approval of the troop committee.
- Schedule annual cleaning/restocking/organizing of Troop storage shed.

Parking Coordinator

- Oversee the troop parking activities (Chadds Ford Days, Pumpkin Carve).
- Recruit scouts and adults to participate.

Outdoor Program Chairperson

- Oversee the troop outdoor program.
- Maintain the outdoor program calendar in coordination with yearly calendar.
- Recruit and advise adult and scout trip leaders.
- Provides BSA Local Tour Permit Applications, Troop 31 permission slips and insurance waivers to trip leaders.
- Maintains file of trip information for future reference.
- Research potential trip itineraries and presents these to the committee and scout leadership.

Librarian

- Maintain troop merit badge library.
- Maintain & distribute available uniform swapping.

Training Coordinator

- Ensure that troop leaders & committee members receive required training.
- Ensure that all adult volunteers complete BSA Youth Protection Training.
- Maintain inventory training materials/resources.
- Work with District Trainers to schedule needed training for troop.
- Work with Scoutmaster to provide youth leadership training at troop & council level.
- Report to troop committee at monthly meetings.

Webmaster

- Maintain Troop 31 website.
- Keep forms/handouts updated with latest versions.
- Maintain group email with all active scouts/parents.

PARENTS ROLE FOR TROOP 31

- Familiarize yourself with the Boy Scout Handbook and understand the advancement process.
- Actively follow your scout's progress (or lack of) and offer encouragement.
- Show support to the individual scouts and troop by attending Courts of Honor.
- Check troop website periodically for updates. Handouts and forms are found under HANDOUTS. Calendar and meeting notes are under MY SITE NEWS.
- Check email for updates and upcoming events. Plan ahead using the troop's annual calendar.
- Sign up with a uniform leader to coordinate and attend a trip/outing.
- Periodically attend the Troop meetings to *observe* how the scouts are doing. These are boy led meetings discussed and planned for at the Patrol Leader Committee Meetings.
- Learn the Board of Review process and participate as needed/requested.
- Become a Merit Badge Counselor. Share your expertise/knowledge. (See Merit Badge Coordinator for additional information).

Troop 31 encourages all parents to take an active role in the troop. There are positions to meet everyone's talents and time availability from being a chairperson for the Troop Committee to transporting scouts to and from outings. Open positions will be emailed annually prior to the summer planning meeting. Your son and his fellow scouts depend on you and reap the rewards of your involvement.

UNIFORM POLICY

Scouts in uniform are conscious of their rank and make a greater effort to advance. Only the uniform provides a place for display of badges, which are important symbols of achievement. Scouts have more fun, stay longer and feel greater pride when they advance.

Official Boy Scout Uniform

- Is commonly referred to as “Class A” uniform or “Full Dress”.
- Includes the official scout shirt, red shoulder epaulets, appropriate patches, the troop neckerchief, a neckerchief slide, scout pants, scout socks, dark shoes, and either an official scout belt or a belt from a scout camp such as Camp Horseshoe.
- Should be worn to all troop meetings.
- Should be worn or brought along on all troop weekend activities, unless scouts are specifically told otherwise.
- It is especially important to have a full uniform for camporee’s and for campouts that involve visits to national or state parks or military bases.
- If practical, the uniform should also be worn for service projects in which scouts are visible to the public.
- Trip leaders will address the uniform required in the information packet for each trip/outing.

Activity Uniform

- Is commonly referred to as “Class B” uniform.
- Consists of the royal blue troop shirt or any other customized Boy Scout T-shirt and scout pants.
- In not meant to be a substitute for occasions when the Class A uniform is required.
- Worn for various work projects, sporting events or when the Class A uniform might get damaged.

Upon joining the troop, each scout is provided with a Troop 31 neckerchief. The scout is responsible for obtaining the other necessary items that comprise the uniform. See New Scout Uniform and Equipment Handout.

The scout shirt should include patches denoting our troop number (31) and the Chester County Council patch, along with the patch denoting the scout’s current rank and leadership position. Guidelines for placing patches on the uniform can be found on the inside of the front & back covers of the Boy Scout Handbook.

For summer camp, uniforms are required for all scouts and adult leaders. The troop decides which socks, hat or no hat, and type of shoes to be worn for the formal evening ceremony. They are evaluated as a troop for dress code and marching. Parents who are eating the evening meal in the dining hall also need to have at minimum an official scout shirt for wearing to the formal retreat ceremony.

ATTENDANCE

Scouts are expected to attend a minimum of 50% of meetings and outings to retain their status as an active member and be eligible for advancement. Scouts with leadership duties as part of their advancement requirements are expected to attend a minimum of 75% of meetings and 50% of outings. Scouts with time conflicts in their personal schedules should discuss with the scoutmaster to determine an equitable solution.

Troop meetings are held almost every Monday night during the school year. Meetings may be cancelled due to inclement weather. In this instance, an email will be sent by the Scout Master as soon as possible. Please check your email.

When unable to attend a weekly meeting, scouts should call their patrol leader or assistant patrol leader. If unable to reach his patrol leader or assistant patrol leader, the scout should call another patrol member who will be attending the meeting or they may contact the senior patrol leader or assistant senior patrol leader. Communicating with the patrol leader or an alternate when unable to attend a meeting is especially important on the weeks leading up to weekend trips so that accurate counts of scouts planning to attend can be made at the weekly meeting.

In addition to being in uniform at weekly meetings, scouts should come prepared with a notebook or notepad and a pen or pencil, so that information given out at meetings can be recorded. Scouts who have not achieved the rank of First Class should bring their Scout Handbook to all meetings and on weekend trips.

ADVANCEMENT POLICY

Advancement is the process by which the scouts progress through the ranks in the scouting program by the gradual mastery of scouting skills. Everything boys do to advance and earn these ranks, from the day they join until the day they leave the program, should be designed to help boys have an exciting and meaningful experience.

The advancement chairperson handles all rank advancements for the troop while the merit badge coordinator handles all merit badge related advancement issues.

The advancements in Scouting in rank order are: Tenderfoot, Second Class, First Class, Star, Life, and then Eagle. Scouts are encouraged to advance through the rank of First Class within their first year. It is the responsibility of the scout to work on requirements for each rank advancement and to have these requirements signed off by his patrol leader.

The Scout Handbook is partitioned with respect to rank and each partition is color coded (Tenderfoot-yellow, Second Class – green, First Class- red, Star, Life, and Eagle – blue). At the beginning of each of the first three sections is a list of requirements for that rank. These sections also include page numbers that describe that requirement and a place to record required information. The back section of this book has the record pages for rank advancement. It is important to note that *The Scout Handbook* is the scout's personal record and is one item that is required for Scoutmaster Conferences and Board's of Review. *The Scout Handbook* should be used as a general guide for both scouts and adult leaders with respect to advancement.

SCOUTMASTER CONFERENCE

Upon completion of all requirements for a rank advancement, the scout should request a Scoutmaster conference. The scout must present himself in Class A uniform with his Boy Scout handbook. Assistant Scoutmasters may also conduct this conference. The Scoutmaster Conference is an opportunity for the uniform leaders to discuss the confidence the scout is obtaining through Scouting. This may include responsibilities the scout has in the troop and how the troop can enhance the scout's experience. It is an opportunity for the scout to reflect on what he has accomplished and set goals for the future. Scouts are also encouraged to ask questions. Upon completion of the Scoutmaster Conference, the Scoutmaster will sign off in the BS Handbook and request a Board of Review.

BOARD OF REVIEW

A Board of Review is the final step for each rank advancement. It is made up of a group of 3-4 Troop Committee members or other adult parents. (Uniform Leaders and the Scout's Parent cannot participate in Board of Reviews). The purpose of this review is to get a sense of the value Scouting has for the scout, his service to others, and what he learned from his roles in the troop. The Board should be evaluating the effectiveness of the Troop and its program and encouraging the Scout to progress further. He should not feel threatened or feel this is a test of his skills. It should last between 15-30 minutes, with the shorter time for lower ranks.

Board of Review Scenario

1. Chairperson of Review should introduce the scout to the other adult member.
2. The scout must present himself in Class A uniform with his Boy Scout handbook or he will be turned away.
3. The Scout is asked to recite the Scout Oath and Law at the beginning of the review.
4. The Board members ask open ended questions providing the scout the opportunity to speak about his opinions, experiences, activities, and accomplishments. (See Sample Questions).
5. Questions need not be restricted to scouting topics; school, home, sports, & community topics are also appropriate.
6. After members have completed their questions, the scout is excused from the room.
7. The members consider whether the scout is ready for the next rank, and must agree unanimously.
8. Once decision is made, scout is invited back and Chairperson informs scout of decision.
9. If Scout is approved, general congratulations and handshakes all around.
10. If Scout is not approved, the board must specifically communicate the deficiencies and inform the scout what must be done to be successful at the next Board of Review. This should be followed up with a written explanation and given to both the Scoutmaster and Scout.
11. Chairperson of Review is responsible for informing the Advancement Chair and completing the appropriate advancement paperwork.
12. Advancement Rank is recognized at the next Court of Honor and patch distributed.

Sample Questions for Board of Reviews

1. Tell us about your last Troop campout.
2. How often do you attend Troop meetings/outings?
3. What is the "buddy system" in scouting? When do you use it?
4. What do you like best/least about your Troop?
5. What does it mean to you to be _____? (Pick a word from the scout law).
6. Tell us about a service project you participated in.
7. What suggestions do you have for improving the Troop?
8. What class in school is most challenging for you? Why?
9. What do you gain from the Troop Meetings?
10. Does your family do any camping? What have you learned that you could share with your family about camping?
11. Why do you think merit badges are a part of scouting? What one did you find most challenging?
12. What is your favorite part of scouting? Least favorite?
13. What extracurricular activities do you participate in at school?
14. What is the outdoor code? Why is it important?
15. What are your hobbies?
16. What do you think people expect from you as a Boy Scout?
17. Is scouting what you thought it would be? How so?
18. What does "Be Prepared" mean to you? Or other parts of the Scout Oath.
19. How do you feel first aid requirements will help you? Have you had to use any of them? Explain.

MERIT BADGES

The Merit Badge Coordinator handles all merit badge related issues. A scout can begin to earn merit badges as soon as they enter the troop. However, younger scouts may find the Eagle-required merit badges too difficult and may want to begin with merit badges that interest them. There are over 100 merit badges covering many areas of interest. The list of badges is in the Boy Scout Handbook pgs. 190-193. There are 12 required merit badges for Eagle. They are listed on pages 188-189 in the Boy Scout Handbook. A scout is expected to initiate the interest in obtaining a merit badge.

Typical Merit Badge Scenario

The Scout must inform the Scoutmaster of his desire to earn a particular merit badge. The Scoutmaster and Scout will discuss, and if it is deemed appropriate, the Scout will receive the name of a counselor, their contact information, and a signed blue card form.

1. The Scout must inform the Scoutmaster of his desire to earn a particular merit badge. The Scoutmaster and Scout will discuss, and if it is deemed appropriate, the Scout will receive the name of a counselor, their contact information, and a signed blue card form.
2. Scout obtains needed merit badge book and prints out "merit badge worksheets" from www.meritbadge.com
3. Scout contacts the Merit Badge Counselor and sets up a meeting. It is advisable to have a buddy scout take the same merit badge for youth protection purposes.

4. Scout & Merit Badge Counselor meet to review badge requirements and set goals/timeline. Number of meetings may depend on difficulty of merit badge and scout availability.
5. Once requirements are completed, contact Merit Badge Counselor to review requirements and obtain certification of completion- Blue card signed off.
6. Scout takes blue card to Scoutmaster for signature.
7. Give appropriate portion of the blue card to Advancement Chairperson.
8. Retain the final part of the blue card for your personal records.
9. Receive Merit Badge(s) at next Court of Honor.

There are 3 great resources for Merit Badges:

Website- www.meritbadge.com gives you description of all the merit badges, requirements and worksheets to print out.

Booklets- They can be purchased at any Boy Scout retail store (Mitchell's on 202, Kelly's Sports in West Chester). They provide information on the merit badge subject written by recognized authorities. They cost about \$3.50 per book. Check with Troop Librarian for used books to borrow.

Book- Boy Scout REQUIREMENTS 2005 available at stores listed above. This book lists the latest requirements for all merit badges.

During the year, the troop initiates the start of some merit badges by getting the scouts to complete parts of the badge in a group setting. These are typically Eagle-required badges. Summer camp is also an excellent opportunity for scouts to earn merit badges. Volunteers are always welcome to be merit badge counselors. Potential volunteers should contact the Troop's merit badge coordinator. The scout uses the buddy system and has a buddy present when he meets with the Merit Badge Counselor.

COURT OF HONOR

The Court of Honor serves to reward those who have advanced in rank, completed Merit Badges, earned awards or other distinguished honors. Troop 31 has formal Courts of Honor three times a year, typically in October, December and May. All families are asked to attend and guests are certainly welcome. Court of Honor is a formal occasion and scouts are required to be dressed in class A uniforms.

PHYSICAL FORMS & REQUIREMENTS

Class 1

- Updated annually for all scouts
- Needed for any activities less than 72 hours

Class 2

- Required once every 36 months (3 years) for scouts/adults under the age of 40
- Required for all activities exceeding 72 hours (3 days)

Class 3

- Updated annually for all adults older than 40
- Required for all activities exceeding 72 hours (3 days)

These forms can be printed out by accessing the Troop's website under Handouts. Please familiarize yourself with **all** the information on these forms. Keep a copy for yourself so that you can copy it for more than one trip as needed. For example, the same completed form can be used for a canoe trip and summer camp, but you need to submit a separate copy for each trip.

PERMISSION SLIP & LIABILITY WAIVER

This form is handed out with **every** troop event/outing along with an information sheet about the trip. This form must be completed and turned in with any costs involved before the scout can participate in the event/outing.

THE OUTDOOR PROGRAM

Troop 31 has a very active outdoor program and all boys are encouraged to participate. Our program includes monthly weekend campouts, annual resident summer camp (1 week in early August), day hikes, and other outdoor activities. Parents are encouraged to attend our trips as this provides a unique environment to observe and interact with your son. Parents must pay the same fee as the scouts and are responsible for their own camping equipment (mess kits, etc.). In general, the scouts plan, purchase, and prepare their own meals and sleep in the troop tents with their fellow scouts. Adults going on the trip should meet to plan their own meals. Trip planning is outlined below:

Outdoor Program Calendar

- The calendar is established during preceding season at the summer planning session.
- An annual survey is taken to solicit input from all of the boys in the troop.

Adult and Scout Trip Leaders

- Adult trip leaders are recruited and assigned at the summer planning session.
- Scout trip leaders are recruited and assigned by the adult trip leaders.
- Adult and scout trip leaders work together to make sure that the Tour Permits are obtained, sign-up sheets are posted, and insurance waivers and permission slips are distributed and collected.

Trips

- The trip uniform leader, the Scoutmaster, the senior patrol leader, and the PLC members discuss and set the trip itinerary during the PLC meetings. See Standard Outing Handout (Guidelines for Trip Leaders) and Outing Planning Guide (Trip Leaders). Information to be included on troop handout is outlined.
- Submit Trip information sheet and waiver form to Webmaster for posting on website.
- Upcoming trip information is presented to the troop by the adult and scout trip leaders during the weekly meetings.

- Trip fees, waivers, permission slips are due prior to each trip. If a scout cancels without sufficient notice, he may have to forfeit the cost of the trip if the troop cannot obtain a refund.
- Scouts, parents attending as chaperones and parents/family attending for recreation must all pay the trip fee.
- Trip itineraries indicate times for departure and return. Please be prompt for departure and pick up. Parents must be able to be reached by leaders or scouts during the entire duration of the trip. Indicated return times are an estimate. Many factors can alter the return time. If the trip leader realizes that we will return ahead or behind schedule, a phone chain will be used to notify parents. Please be sure that parents can be reached by phone during that time.

Menu Planning and Purchasing

- Menu planning is done by patrol during the patrol meeting portion of the troop meeting. See Patrol Outing Plan and Patrol menu Plan forms.
- One scout is chosen to purchase the food. Parents should not be doing the shopping for the scout, but be available as a resource. Teach- don't do it for them.
- As a guideline, the cost of food per scout per meal can be estimated at \$3 for breakfast, \$4 for lunch, and \$6 for dinner.
- Scouts are encouraged to plan a healthy well-balanced menu.
- Parents should not change the menu plan.
- Assist the scout in seeing the "big picture"- Making pancakes takes more than just the box mix, include cooking utensils in the thought process.
- Scouts are encouraged to be thrifty when purchasing food and to utilize non-perishable items from previous outings.
- Try not to overbuy- especially perishable items. This also helps with bulk and weight depending on the outing.
- If a scout cancels for the trip after food is purchased, he will forfeit his share of the food expense.

Duty Roster

- A duty roster will be fairly and equitably set by each patrol.
- A duty roster form is available on line.

Equipment

- Tents, cook kits and other troop equipment are signed out and returned by patrol.
- Each scout is responsible for promptly cleaning and returning all troop equipment to the shed following a trip.
- Scouts and their families are financially responsible for equipment that is not returned to the troop.

Tent Care

- Tents are one of the most expensive equipment investments of the troop. Proper care and maintenance are critical to the life of the equipment and the comfort of the scout that uses the tents. Prior to an outing, scouts will be issued a tent. When the tent is issued, it is complete with poles and stakes. Scouts are responsible for returning the tent and accessories complete and in good condition.

Proper trip planning is essential to having an enjoyable camping experience for all involved. Please be on time for departure and double check all supplies. In some instances, troop equipment & tents may need to be taken home and cleaned/dried properly. Please remember to clean and return all troop equipment complete to the next troop meeting. Failure to do this results in problems for subsequent users. Lost or broken equipment should be reported promptly so that the troop can replace it.

CONDUCT AND BEHAVIOR POLICY

Troop 31 adheres to the principles of scouting as outlined by Boy Scouts of America and the Scout Handbook. We stress the Scout Law and Oath as a guideline for proper conduct. We strive to provide our Scouts with a safe and enjoyable Scouting experience. Our adult volunteer leaders, committee members, and parents donate many hours of their free time to achieve this goal. To ensure the safety and enjoyment of our troop members, Scouts need to adhere to the following rules:

Scout Oath – On my honor I will do my best to do my duty to God and my country and to obey the Scout Law; To help other people at all times; To keep myself physically strong, mentally awake, and morally straight.

Scout Law – A Scout is trustworthy, loyal, helpful, friendly, courteous, kind, obedient, cheerful, thrifty, brave, clean, and reverent.

Conduct;

General -

1. Members of Troop 31 are expected to respect each other, adults, and leaders. Any behavior which injures, demeans, or offends other members of the troop is not acceptable and will not be tolerated.
2. Scouts must not engage in behavior that endangers the Scout, anyone else, or is expressly forbidden. No Scout should do anything that deliberately puts someone else in peril.
3. Scouts will refrain from using foul language or lewd conduct.
4. Hazing or bullying of other Troop members will not be tolerated.
5. The use of alcohol, drugs, or tobacco is not permitted at any outing or activity by Scouts, parents, or leaders.

Outings -

1. No scout may attend a Troop 31 outing without a permission slip signed by the parent or legal guardian. Scouts who show up for an outing without a signed permission slip will be sent home. Parents must provide contact information so that the leaders can reach them during the activity in case of an emergency or for a problem.
2. Scouts are expected to respect the adult leaders of the troop and to accept their directions and decisions. This is of utmost importance on any Scout outing. Leaders make decisions with the safety of our Scouts in mind.

3. Troop 31 is a scout led troop. As such, Scouts are expected to take direction from the senior patrol leader as well as their own patrol leader. On any troop outing, each patrol member should have a specific job or responsibility. Scouts are required to perform their jobs so that the patrol can function properly and fairly.
4. Scouts are expected to adhere to the rules and regulations at any campground, park, historic site, museum, rifle range, etc. that we may visit. All program directors, park rangers, etc. at such locations should be afforded respect and obedience. Directions given by such personnel must be obeyed and adhered to. Failure to do so will result in parental notification and immediate dismissal from that campout.
5. Scouts are expected to adhere to the "buddy system" on any scout trip. No scout should wander off alone on any trip for any reason.
6. Scouts are expected to honor the scout code of "leaving no trace" during camping trips. This means leaving the area as it was found. Pick up your trash and remove all supplies from the campsite. Put out all fires. Troop 31 will not tolerate any actions, which result in the unnecessary destruction of nature. This includes injuring or killing wildlife.
7. Troop 31 provides basic camp gear to its members. It is expected that all tents, tent components, cooking supplies, etc. be cleaned and promptly returned to the troop storage building following the trip. Failure to do so may result in financial liability against the offending Scout.

Failure to obey the above guidelines can result in dismissal from the activity in question. Serious and repeated offenses will be handled in a board of review and can result in probation, suspension and/or dismissal from the troop. The complete Troop 31 Scout Conduct and Discipline Policy is available as a separate document.

SMOKING AND DRINKING

Troop 31 supports the policy of the Boy Scouts of America that the use of alcoholic beverages and controlled substances is not permitted at encampments or activities on property owned and/or operated by the Boy Scouts of America, or at any activity involving participation of youth members. Troop 31 also supports the attitude that young adults are much better off without tobacco. Leaders **MAY NOT ALLOW** the use of tobacco products at any BSA activity involving youth participants.
(Current Guide to Safe Scouting)

FINANCIAL RESPONSIBILITY

Troop 31 income is derived from scout registration, fundraising proceeds, and donations. These proceeds are used to operate the troop and to purchase needed supplies. Scouts and their families are expected to remain current on all financial obligations.

- BSA registration fees are due each November. We will notify scouts of this date each year.
- Trip fees are expected to be paid in full PRIOR to the trip. Failure to do so will result in exclusion from that activity.
- Trip/Outing fees are based on food to be purchased, any permit fees, and reimbursement for drivers for long trips. The objective is to “break even”.

Failure to remain current of financial matters can result in delays in scout advancement and exclusion from trips. Troop committee will review serious matters and appropriate measures will be taken.

TROOP 31 RESOURCE INFORMATION

Uniform Leadership

Scoutmaster	Ray Coe	484-832-3175 Cell smtrp31@comcast.net
Assistant Scoutmasters	Mark Dulik	(610) 399-9428 mark.dulik@essecousa.com
	Eric Adams	(610) 388-6798 eric.cckb@verizon.net
	Paul McCarthy	(610) 793-4453 Home pmccarthy@4sightgroup.com
	David Miller	(610) 793- 1468 Miller_four@verizon.net
	Andy Smallacombe	(610) 925-0215 andy.smallacombe@penske.com ,
	Gary Summers	(610) 742-4770 Cell (610) 793-5993 Home gosummers@sagebiz.com
	Chris Tryens	(610) 717-6511 Cell ctryens@asidrives.com
	Meric Vitale	(610) 388-6844 Home mericvitale@comcast.net

BSA TROOP 31
Adult Volunteer Positions
2009-2010

Committee Chair	Craig Loundas 610-793-1153 loundas@aol.com
Treasurer	JoAnn Kump 610-347-0515 jkump@comcast.net
Secretary	Linda Darlington 610-793-0124 lmdarlington@msn.com
Membership Chairperson	Ruth Simonson 484-607-8170 sgsimonson@aol.com
Advancement Chairperson	Rob Necarsulmer 610-793-1332 thenecs@verizon.net
Merit Badge Coordinator	Rob Necarsulmer 610-793-1332 thenecs@verizon.net
Troop Equipment	Eric Adams and Rob King 610-388-6798 eric.cckb@verizon.net 610-637-7503 Rob Cell kingscorner6@verizon.net
Parking Coordinator	Dave Miller 610-793-1468 Miller_four@verizon.net
Outdoor Program Coordinator	Mark Welsh 610-388-0990 Mark.D.Welsh@gsk.com
Librarian	Ann Ferentinos 610-558-0965 Ann.Ferentinos@comcast.net
Webmaster	Paul McCarthy 610-793-4453 pmccarthy@4sightgroup.com
Friends of Scouting Coordinator	George and Charlie Massih 610-399-6946 Massih5@verizon.net

Popcorn/Fundraiser	Melissa Jacono 610-793-0272 mmjacono@aol.com
New Scout/Parent Orientation Coordinator	Carol McShane 610-388-8487 cmcshane4kids@hotmail.com
Eagle Coordinator	
Cub Scout Pack Liaison	Ken Darlington 610-793-0124 KenDarlington@PepperFinancial.com
Annual Dinner Coordinator	Dana Loundas 610-793-1153 danaloundas@aol.com
Training Coordinator	Craig Loundas 610-793-1153 loundas@aol.com

Chartered Organization

Brandywine Lions Club

Websites

Troop 31	www.chaddsfordtroop31.org
Chester County Council	www.cccbsa.org
Boy Scouts of American National Council	www.scouting.org
Merit Badge Worksheets & Requirements	www.meritbadge.com
Scouting Information- includes recipes, skits, songs, etc.	www.boyscouttrail.com
Camping Recipes	www.camprecipes.com www.scoutorama.com/recipe/index.cfm
Skits	www.scoutorama.com/skit
Animated Knot Tying	www.folsoms.net/knots

Revised: September 7, 2009