

Boy Scout Troop 137

Hazlet, New Jersey



Prepared. For Life.™

New Scout/Parent Orientation Guide

Updated 2/28/11

1. About this guide

This guide has been prepared to give the new scout and his parent(s) a basic overview of how the troop works, along with some basic information about Boy Scouts. Troop 137 prides itself as being a model troop, following BSA guidelines and recommendations wherever possible. This guide is meant to give you a high level overview of how our troop is run. More detailed information can be found in BSA literature, such as the scout's Boy Scout Handbook.

At the time of this writing, 2/2/2011, this is a first draft of this guide. Our hope is to improve this document with recommendations from new scouts and parents. If you find anything in this guide that is inconsistent with our practices, or have questions that are not answered that you feel would benefit the new scout families, please let us know and we'll include it in a future issue.

2. Welcome to Troop 137

We want to take this opportunity to welcome you to TROOP 137. Your son is entering the Boy Scouts during a very exciting time. In 2011, our Troop celebrated its 50th anniversary. We started in 1961, and as of 2011, 62 Scouts have attained the rank of EAGLE SCOUT, Scouting's highest youth rank.

We have a very busy calendar that gives the boys every opportunity for advancement. We believe your son will enjoy his time with our Troop and build memories and skills that will last his lifetime.

"If I have a question whom do I talk to"? The best person to start with is the Scoutmaster. If he cannot answer the question he can direct you toward someone who can. If he is not available, any of the uniformed leaders can assist you.

"What if I feel there is a problem and can not discuss it with the Scoutmaster or any of the Assistant Scoutmasters"? The person you would want to talk with at that point is the Troop Committee Chairperson.

3. History

Troop 137 was first chartered in 1961, two years after the Pack 137 was chartered in Hazlet by the Middle Road School PTO. There was a time when each school in town had its own pack and troop, chartered by the PTOs. Currently, there is only one remaining Cub Scout Pack (137) in Hazlet. In the past decade, we've seen the end of two other local packs, while Pack 137 continues to thrive thanks to its leadership and commitment to scouting. There are three Boy Scout Troops still remaining in town. Troop 137, being the largest of the three, is the traditional next step for scouts coming from Pack 137. In addition to the Pack 137 scouts, we also see membership from surrounding towns through referrals.

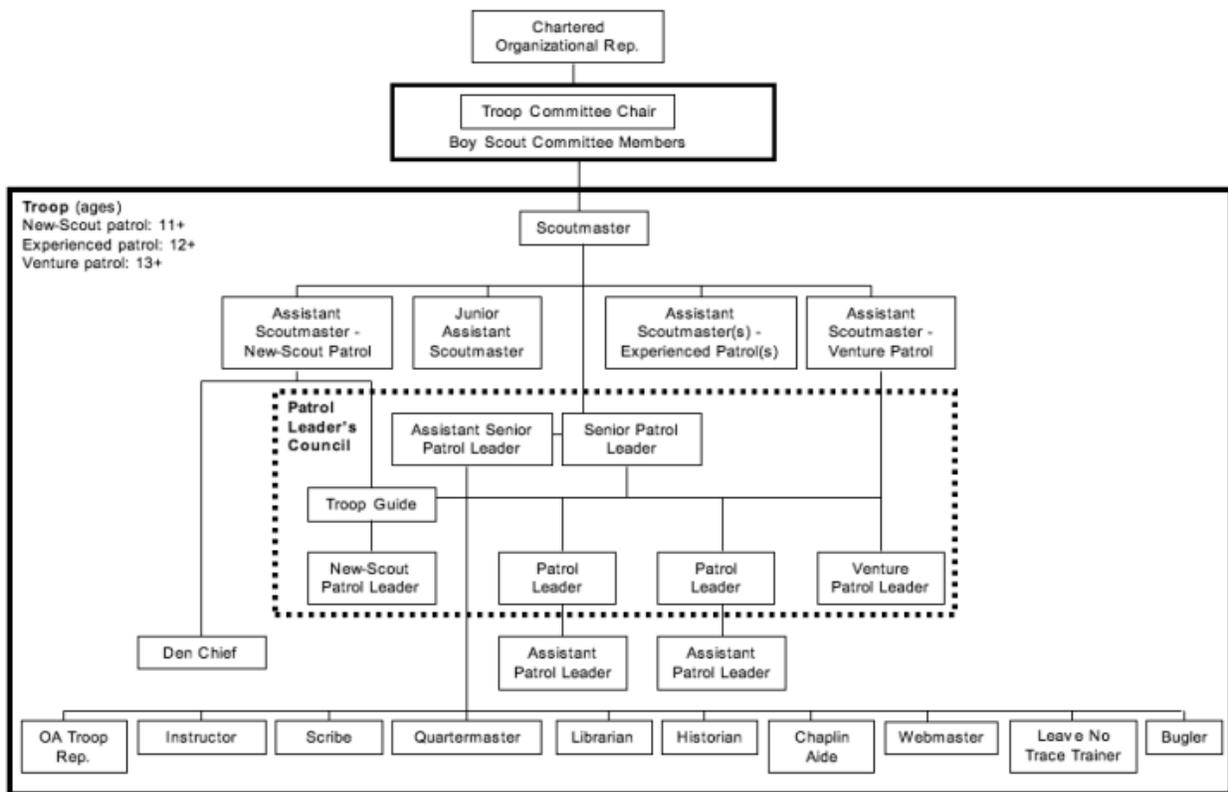
Celebrating 50 years in 2011, Troop 137 remains a strong troop and is very active in Monmouth Council events. Many of the Adult Scouters have been Cub Scouts and Boy Scouts in the Hazlet Packs and Troops themselves and continue to share that pride with the scouts of today.

4. Who's Who?

For the most current roster of youth and adult leaders in the troop, please see the insert included with this guide.

The following diagram is how a typical troop is run, and the current troop roster will show who is in each of these positions at any given time.

Boy Scout troop organization chart



A. Chartered Organizational Rep and Troop Committee

Troop 137 is chartered by the Middle Road School PTO, and is led by our Committee Chair (CC) and Chartered Organizational Rep (COO). Several parents in the troop and other volunteers also serve on the troop committee.

Some of the responsibilities of the troop committee are providing a facility for the scout troop to meet, providing funding via fund raising opportunities, providing leadership to the troop, and serving on scout board of reviews.

B. Scoutmaster and Assistant Scoutmasters

Troop 137 is graced with many volunteers who have remained on even after their sons have left the troop, giving us a strong support system for the reigning scoutmaster. The Troop is led by our Scoutmaster, appointed by the Committee Chair. We also have a Senior Assistant Scoutmaster, Mr. Walter Downing and many other Assistant Scoutmasters who are very active in leading the troop.

Scoutmasters and Assistant Scoutmasters are appointed to these positions by the Troop Committee. They are responsible for running the scout program, supervising and leading the youth.

C. Youth Leadership

i. Senior Patrol Leader, Assistant Senior Patrol Leader, and Patrol Leader's Council

The Youth leadership is elected by the youth. The Senior Patrol Leader (SPL) is elected in May and serves in that position for a year. He appoints one or more Assistant Senior Patrol Leaders (ASPL). They are responsible for planning the troop program and meetings with the help of the Patrol Leader's Council (PLC). The PLC includes the SPL and ASPL(s), along with the Patrol Leaders (PL)

ii. Patrol Leaders

The troop is organized into patrols. As new scouts join the troop, they will be assigned to a patrol. The patrol will be lead by a patrol leader who will lead and teach the new scouts and help them with their advancement.

iii. Other Leadership Positions

The leadership positions on the bottom of the chart on the previous page are appointed by the Scoutmaster as needed within the troop.

5. Boy Scouting vs. Cub Scouting

One of the most significant differences between Cubs and Boys Scout is that the Troop is run by the youth, with adult supervision and guidance. The Youth Leaders decide what the troop does each week at the meetings and where they go camping. The patrols are lead by youth Patrol Leaders not Den Leaders. Of course, everything is supervised by adults, but the success or failure of the program is determined by the youth running it.

Advancement is also significantly different. You will read more on this later, but the basic difference is that the youth advance at their own pace, not as a group as in Cub Scouts. The program provides them the means to learn and complete their requirements, but it takes the scout's own initiative and desire to succeed to advance from rank to rank. Advancement is not a race and not every scout will become an Eagle Scout. Advancement is only one of the seven methods of scouting. It is not the goal.

Parents become more "observers" than "participants". The program is designed to teach youth independence, citizenship, and leadership. They will do their own cooking and cleaning. They will carry their own equipment and pack their own bags. They will become fine young men if you allow them to follow the program. Of course, parents are welcome to join the troop and help as committee members, but they are not required to participate.

6. Patrols and Youth Leadership

The troop is made up of several patrols of roughly 6-8 boys (sometimes more, rarely less); each led by a patrol leader. Those patrols are led by the Youth Staff which includes the Senior Patrol Leader and his Assistant Patrol Leader or Leaders. These Patrol Leaders and Youth Staff meet monthly to plan out the troop program. The patrol Leaders are elected from within the patrol and must be 1st class or higher and demonstrate leadership qualities. The patrol leader can sign off on the requirements for his patrol members (with some exceptions).

The patrol leader (PL) serves a 6 month term and can be re-elected. The patrol leader appoints an Assistant Patrol Leader (APL).

The Senior Patrol Leader (SPL) is elected by the Troop and serves a 12 month term. He appoints 1 or 2 Assistant Senior Patrol Leaders (ASPL) to help him.

Other leadership positions within the troop are Junior Assistant Scoutmaster, Instructor, Guide, Scribe, Den Chief, etc. These positions all count towards their Rank Advancement for Star, Life and Eagle (with the exception of the assistant patrol leader). We allow any willing scout to become a Den Chief as Pack 137 is large and can use many of them. All other positions are appointed at the discretion of the Scoutmaster.

7. Uniforms and Handbook

Troop 137 requires a full BSA uniform (Shirt, Pants/shorts, belt, hat, neckerchief and scout socks) and Handbook. Some troops do not require the scout pants, however we feel it is an important part of the uniform and presents a much more “uniform” appearance to the troop. You can easily see the difference when you see the troops gathered at large events and there are boys in jeans with uniform shirts, next to boys in full uniform.

The Scout must purchase the uniform and maintain it on his own. He must wear the scout shirt, belt and uniform pants. When uniform shorts are worn, official BSA uniform socks must also be worn.

The following patches must be affixed to the uniform (sewing is recommended, vs. patch glue):

- Monmouth Council Patch (Purchased)
- World Scout Emblem (Purchased)
- 137 Patch (1 provided by the troop)
- Quality Unit Patch (if applicable) must be changed yearly (1 provided by the troop)
- Patrol Patch (1 Provided by the troop)
- Rank Patch (if applicable, 1 provided by the troop)

When the scout earns merit badges, they must be affixed to a merit badge sash. The troop provides the patches, but the scout must provide the sash.

The Troop 137 Neckerchief and Hat will be presented to the scout at the Cub Scout crossover ceremony or once he comes to the meeting for the first time in the uniform shirt and pants if the Scout is joining without being a Cub Scout first.

If the scout is joining for the first time, we recommend waiting up to 4 weeks before buying the uniform to be sure he will stay with the program. The uniforms are expensive (\$25-35 per shirt/pants) so it is a financial commitment. After those initial 4 weeks, we do require he be properly uniformed.

Except for the brand new scouts, a scout should NEVER enter the troop meeting out of uniform. If he is coming from a sport’s practice, or other event, he should take a moment and change into his uniform in the men’s room. Consider this: Would a coach or band teacher allow the youth to participate in a scout uniform? Would you even consider doing that? The Troop asks for the same commitment and respect.

The Scout Handbook is necessary to guide the scout and record his advancements. It is a valuable resource to the new scout as well as his parents as he begins his journey in scouting.

The book and all other Scouting ‘stuff’ can be purchased at the following locations

- Morganville Scout Shop (Monmouth Council Service Center, 705 Ginesi Drive, Morganville NJ)
- The Hobby Shop, Rt 34, Aberdeen, NJ
- Bob’s Uniforms, Rt 35, (Union Square Shopping Center), Middletown, NJ.

8. Patches, Patches and more Patches

Scouts collect patches. You will find that nearly every event we attend, camp we visit, and hike we go on is another opportunity for the scouts to earn or buy a patch. These patches do not get permanently sewn on the scout's uniform. They may wear one "temporary" patch on their right pocket at any time. Typically, scouts will wear their latest or favorite patch. The others can be kept like any other "collectable" however you see fit. Many people put them in a special box, sew them on a blanket, or like quite a few scouts, leave them all over the house for you to find some day in the future. 😊

9. Cost

A. New Scout Registration

When scouts join Troop 137, we ask for a one time registration fee of \$25.00. That fee covers the cost of the initial registration fee that goes to BSA National Headquarters, Boy's Life magazine, and insurance. A small portion covers the Troop Hat, Neckerchief and Troop 137 Patch, which are mostly subsidized by the Troop.

B. Weekly Dues

Scouts are responsible for paying \$4 dues each week, whether they are present or not. If they are absent, dues can be paid for the previous week when they return.

C. Camping Trips

The fee for a typical camping trip is \$11 for food, which goes to the patrol, and \$9 for travel expenses which is collected with the permission slips by the Troop. The \$9 is split among the adults who drive scouts and/or equipment to subsidize their gas and toll expenses. If the scout's parent drives, that scout is exempt from the \$9 fee. Some trips which include other costs such as event fees, or excessive travel, may require additional costs. None of the money collected for these trips goes to the troop's general fund.

Adults who camp also pay a share of the food expense for the adults, which is generally about \$15 for the weekend.

D. Fundraising

In the fall, Troop 137 participates in the Monmouth Council Popcorn Sale. The boys are able to earn "Scout Bucks" based on their sales which can be used for any Troop related expenses such as those listed above. Scout generally earn 50% of the commission raised by their sales. The other 50% goes to the troop's general fund. If the sale is successful and the troop exceeds its goals, the scouts' share of the Scout Bucks is increased. Scout Bucks percentage has been as high as 75% on numerous occasions.

If the popcorn sale is not successful, the Troop may also do other smaller fundraisers, such as car washes, wreath, or candy sales.

10. Weekly troop meetings

Weekly troop meetings vary from week to week but may consist of sessions where the boys learn scouting skills, camping tips, games, relays, etc. The boys spend time in meetings planning for upcoming events, planning meals, planning activities, etc. They also collect dues and are given information on upcoming events. Our troop meetings are typically held in the Middle Road School All Purpose Room (Gym) and when our normal meeting room is not available, we may meet at the Cullen Center in Veteran's Park.

11. Activities and Attendance

Our Troop typically has a function each month from September through June and attends summer camp for one week in July. The BSA recommends that the Troop help each boy to obtain the rank of First Class within his first year with the Troop. The more trips a Scout can attend, the more he will learn, and the better his chances for advancement to meet this goal. We also have an award called the Scout of The Year (SOTY) presented to scouts who participate in most of our meetings and events.

12. Day Trips / Hikes

The Troop will typically offer 1 or 2 hikes during the year as well as a few "day" activities. These are typically close to home and are just day events. Examples include the Philadelphia Freedom Trail or Historic NYC walk. Other day events may be Monmouth council scout events such as the Klondike Derby or Webelos Woods. At the end of the scouting season, we sometimes have other fun day events like a troop softball game, Blue Claws game, or Court of Honor dinner. Costs for these events vary.

13. Weekend Camping

Troop 137 typically camps over the weekend in September, October, December, February, March, April, and May. (See below for Summer Camp info). A typical weekend camp begins on a Friday night where we gather near the 7-11 in Holmdel on Rt. 35 and leave together.

A. Getting there

Boys bring their gear to the meeting spot at the published time and it is loaded in our troop trailer. The boys car-pool to the campsite. Parents do not need to drive, but we do ask that the boys make arrangements prior to that day to be sure they have a ride. Typically enough leaders are attending to drive the scouts.

B. At camp

Upon arrival to the campsite, the troop gear is unloaded and set up, and then the personal gear follows. Tents (if needed) are put up and the boys are sent to bed.

Saturday morning's begin with the scouts waking up or being woke up at the predetermined time, getting dressed and then preparing and eating breakfast as a patrol. After breakfast, the boys will do some activities, make and eat lunch, do some more activities, make and eat dinner, plan for the campfire skits, and have an evening campfire with skits and songs around the fire. After the campfire, the scouts have "cracker barrel", which is basically just a late snack before bed. After that, it's lights out.

Sunday morning, the scouts have a quick breakfast, pack their gear and pack up the trailer. The camp site is cleaned up and we will typically do a "Scouts own" non-denominational religious service before going home.

Scouts and adults sleep in separate quarters. They will be in separate rooms if we are in cabins, in separate tents, or in separate lean-tos. Adults need to give the scouts privacy for changing and stay private when changing for themselves.

When tent camping, boys will share a tent with another scout. While we encourage the boys to pick their own tent mates, there may be a time that he must tent with a new friend. While this may be uncomfortable for him at first, he will quickly adjust. The boys are typically in their tents for a short time only (sleeping and dressing).

For new parents, it is difficult to watch your son struggle with his gear and not help him, but it is important to maintain some distance and allow him to do this on his own. The older scouts will assist him if needed, but he will quickly learn to be independent and take care of himself at camp. It typically takes about 2-3 camping trips before your son is completely comfortable with the camping environment. The more he does on his own, the quicker he will get past this learning curve. On this note, while you will

certainly want to make sure he brings everything he needs, allow him to pack his own gear at home. This will make it easier for him to find it when you are not around.

C. Returning home

When we first get into town, scouts will all go to the Troop storage trailer (at the firehouse) to help unload and store the troop gear. Some patrol gear may be sent home with scouts if it was not cleaned properly at camp. This duty typically rotates within the patrol, but on some days everyone takes equipment home. If it is a rainy tent trip, the tents will be sent home to be open up at home and dried out. When the tent is dry it needs to be folded properly and placed back in the carry bag neatly. If needed, we suggest your son contact his tent mate to go to your house and fold the tent together.

Scouts will call home about 20 minutes before we arrive at the 7-11 for pickup so that parents can be at the 7-11 meeting spot when they arrive. Parents will wait in the 7-11 parking lot and take the boys home (and make them take a shower!). At the insistence of the firehouse parents are prohibited from picking up their child from the firehouse.

D. Personal gear

Please do not run out and purchase equipment if you can borrow it, to start. There is a lot to know and the Troop has several leaders who would be glad to answer questions and/or advise you so that your hard earned money is used toward your son's best interest.

The following items are essential for the enjoyment of the weekend camping trips:

Sleeping bag: A decent 0 degree winter mummy bag is recommended. These can be purchased in the \$50-60 range (or higher). For most of our camping trips, this is sufficient. For summer camp, a lighter sleeping bag or blankets and sheets are recommended.



Boots: Campgrounds are muddy and rocky. Sneakers are forbidden on typical weekend campouts. If there is a need to wear sneakers the Scouts will be notified.

Coats, Hats, gloves as needed: Consider the weather and the fact that the boys will be outside from Friday night through Sunday afternoon. While a sweatshirt in the winter is fine to go out and play for some kids, they will not have the luxury of coming in to get warm, so dress appropriately, and dress in layers. Heavy coats are required for winter camping.

Toiletries: On a weekend camp, they will not shower, but should have materials to wash their face and hands, brush their teeth, and stay clean for the weekend. No aerosol cans are allowed (for fire safety reasons).

Backpack: A hiking backpack (not a day pack or school back type pack) is needed as the boys will need to carry-in all their personal gear. There are many different types of backpacks available in a wide price range. Please discuss them with a leader before purchasing one.



Extra clothes and sleeping clothes: Boys should never sleep in the clothes they were during the day. Perspiration in that clothing will cause them to freeze overnight. They should change at night, put on new clothes in the morning, change at night again, and put on new clothing the next morning. Many boys wear their Friday clothes on Sunday so they only pack 1 extra outfit, and 1 set of sleeping clothes. Pack what makes you comfortable and what you can comfortably carry.



Camp Cup and Mess Kit: The boys should have a metal mess kit, utensils, and a reusable cup or mug to eat and drink with. Glass is prohibited.

Food and snacks: Do not pack food, candy, sodas, snacks, etc in your camping gear. Animals will be attracted to it and at the very least, ruin your camping gear as they chew through it to get to the food. If the scouts want to bring something extra in addition to what the patrol has purchased, pack it with the patrol food and have it sealed and clearly marked with the Scout's name.

Personal electronic devices: iPods, MP3 players, radios, video games, etc., **are not permitted at camp.** Camping is an outdoor, all weather activity. These devices distract from the experience and may be easily damaged or lost at camp.

E. Cell Phones Policy

Scouts are not permitted to bring a cell phone to camp.

If a scout is found with a cell phone (regardless of whose phone it is), he will be not be allowed to participate in the next camping trip.

Cell phones are now a common accessory and many parents equip their children with them for what they feel are safety and/or convenience reasons. However, while the scouts are at camp, the adult leaders are responsible for the safety of the youth under their charge.

If a scout's cell phone is found, it will be confiscated by the adult staff and returned for the trip home.

If a parent has serious concerns about his/her child having a cell phone and access to it, then the parent should contact the Scoutmaster to discuss any concerns. If the child has special needs, then special arrangements may be made to accommodate those needs.

Why do we have this policy?

- The scouts are involved in scouting to experience the unique outdoor adventures made available to them through scouting. It is a chance to unplug from the rest of the world and commune with nature and their fellow scouts.
- Cell phones can be easily damaged or lost at camp.
- Mischief with cell phones is unavoidable. Prank calls or "borrowing" other scouts phones, or other un-scout like behavior can and has occurred. It is an almost irresistible temptation for boys at this age.
- Contrary to what you might expect, calling home causes homesickness or makes it worse. It does not relieve it. All of our summer camp adult leaders can attest to this fact! A call home will only make him miss **home** more.
- Well meaning scouts often cause panicked parents. A scout calling home and saying that his friend Johnny is "REALLY sick" will cause a chain of frantic phone calls to Johnny's mother to advise her of his fatal condition. This then puts her in a panic when Johnny simply had an upset stomach (homesick) when he got to camp and is perfectly fine.

Nearly all of our adult leaders do carry cell phones. They are typically reachable by the parents in an **emergency** situation (where cell phone service is not available, every camp has a contact phone number). In addition, at camps where activities require the entire group to separate into smaller groups, Troop owned 2-way radios are also used to keep in constant communication. Cell phones are NEVER needed by the boys.

Should you contact the scoutmaster or other adult leaders at camp to find out "how my son is doing?". No. This takes our time away from the 30-40 other youth who we are there to oversee. Your son is doing just fine. He will see you on Sunday and tell you stories of the adventures he had. Let him be on his own (under supervision of course), and experience what scouting is all about. If there is an emergency, we will certainly contact you.

14. Summer Camp

Summer camp is the highlight of the scouting experience for most scouts.

Each summer, Troop 137 attends summer camp at Ten Mile River (TMR) Scout Camps, Camp Keowa in Narrowsburg, NY. All Troop 137 youth Scouts are encouraged to attend this fantastic learning experience. As has been the practice, leader attendance will be by invitation **only**.

The Camp Experience: All Scouts sleep in either a 2-person wall tent, on cots above a wooden platform or on cots in a 3-person open front lean-to. Scouts can choose their tent mates, but the adult leaders will make the tent and lean-to assignments relative to what site and tent/lean-to the Scouts are in. The lean-tos and tents are spaced over 2 beautifully wooded sites. All meals are served family style in the Camp Keowa dining hall. ALL Scouts and Scouters must be in FULL uniform for evening meals.

Date of Camp: We attend camp during week 1 of the TMR schedule. This is typically within the first 2 weeks of July, beginning on Sunday, through the following Saturday. Scouts may opt to attend a working camp day/night on the Saturday preceding the camp if the camp makes it available to the Troop.

Cost: Approximately \$350 for the week.

More detailed information about summer camp will be given in the months leading up to summer camp and in parent meetings specifically scheduled to prepare the scouts and parents for camp.

15. Advancement

A. Scout Rank



In the beginning pages of the scout handbook is a page with a checklist titled "Joining Requirements". When the scout has completed this check list, he will earn what we call "Scout Rank". This requires some basic things like applying to the troop, as well as learning the scout handshake, oath, and more. He should try to get this during his first couple of meetings. When he knows the material, he should approach the scoutmaster for a

Scoutmaster conference (See below). When the scoutmaster signs off on this, he'll get a rank patch to wear on his uniform.

B. Tenderfoot, 2nd and 1st Class



Requirements for these three ranks can be worked on at any time. You do not need to complete tenderfoot before working on 2nd or 1st class. However, you must earn tenderfoot

before earning 2nd class, and 2nd class before 1st class. Troop activities and campouts will provide the scout the opportunity to complete many of the requirements listed. Additional work must be done by the scout, on his own, to learn and demonstrate the material shown in the handbook. A good goal for the scouts is to earn 1st class in their first year in scouts, as recommended by the BSA. This is an aggressive target, but reachable if the scout desires it and is willing to put in some extra effort. Typically scouts reach 1st class after about 1.5 years.

C. Star & Life



The requirements for Star and Life are different than the earlier ranks. To advance to Star, the scout must perform more community service, teach other scouts, serve in a troop leadership position, and complete a number of required (silver bordered) and elective (green bordered) merit badges. Many of these can be earned during summer camp, but others must be done independently.

D. Eagle

The requirements for eagle are similar to Star and Life, in that they must earn merit badges, but the scouts must also complete a leadership project that benefits the community.



E. Merit Badges



Any scout can earn any merit badge at any time. No exceptions. Anyone who claims otherwise is citing tradition or opinion, rather than scouting regulations. For example, some may say that a scout is "too young" to begin working on Family Life. Scouting regulations are clear on this, and all 151 merit badges are appropriate for all ages and ranks.

However, we do recommend that scouts focus on their rank requirements for Tenderfoot, 2nd and 1st class before working on Merit Badges. Reaching 1st class is a significant milestone. With this, he has learned the basic scouting skills that will help him to get more out of the scouting program as he then begins to work on his Star, Life and Eagle ranks by earning merit badges.

Scouts typically earn merit badges on their own or during summer camp. The procedure is mostly the same. The process for earning merit badges basically works like this:

1. The scout tells the Scoutmaster what badge he wants to work on and requests a merit badge card.
2. The Scout then looks for a counselor, with advice from the Scoutmaster on who is available.
3. After an initial consultation with the Merit Badge Counselor, the scout does the merit badge work, consulting and reviewing it with the counselor.

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4. The merit badge counselor approves the work and signs off on the card showing it complete.
5. Scout presents the completed merit badge card to the advancement chairperson.
6. The advancement chairperson updates the troop records, submits an advancement report to Council, purchases the badge, and presents it to the scout.

Let's look into each of these in more detail:

The scout requests a merit badge card and looks for a counselor

The form is titled "APPLICATION FOR MERIT BADGE" and is divided into two main sections: "Information for Applicant" and "Information for Counselor".

Information for Applicant:

- A merit badge application can be approved only by a registered merit badge counselor.
- You must have a buddy with you (Scout buddy system) at each meeting with the merit badge counselor.
- Turn in your approved application to your unit leader. You will be awarded the merit badge emblem and certificate at a suitable occasion.

Information for Counselor:

- Merit badge applications must be signed in advance by the applicant's unit leader.
- The Scout must have his buddy (Scout buddy system) in attendance at all instructional sessions.
- You may not change any requirements, but you may share your knowledge or experience that will make the counseling more interesting and valuable.

The form includes a table for tracking requirements:

Requirement	Approved	Date of Approval
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The form also includes fields for Name, Address, City, and a section for "is a registered" with checkboxes for Boy Scout, Varsity Scout, and Venture Scout. It also has fields for District, Council, and a signature line for the unit leader. A barcode and the number #34124A are visible at the bottom left.

The scouts must go to the scoutmaster, who will give them a merit badge card, sometimes called a “blue card”. He signs the card, and will suggest a Merit Badge Counselor (MBC). MBC’s must be registered as such to be able to work with the scout. These need not be registered leaders. Anyone with the proper training, vocation, or avocation can be a MBC. The scout then goes off on his own to work with the MBC. He presents the filled out and signed card to the MBC. It is their responsibility to contact the MBC, and arrange for times to meet as needed.

At summer camp, merit badges are taught in a group setting by camp counselors. These counselors are registered MBC’s. The process works the same way. The day we arrive at camp, the scoutmaster will work with the boys to select their MB classes, and will give them signed cards to fill out and present to each MBC/Camp counselor.

After an initial consultation with the Merit Badge Counselor The scout does the merit badge work, consulting and reviewing it with the counselor.

There is no time limit on merit badges. Scouts can find a counselor and begin at any age. They just need to finish before they turn 18. They can meet with the counselor at troop meetings, at the MBC’s home, or anywhere

During summer camp, the boys will either finish the entire badge (a.k.a “complete”), or come home with a “partial”, meaning there are still 1 or more requirements that they must do on their own. If they have a partial, they need to find a MBC in the troop to continue the work where they left off at summer camp.

The merit badge counselor approves the work and signs off on the card showing it complete.

Once the counselor determines that the scout has completed the work, he signs the card, showing that everything is complete. The MBC has the final say on this. There is never any reason for you to question the judgment or ruling of the MBC. You just take their word for it. This is BSA policy. So for example, if they get a badge at summer camp, but you KNOW they missed a requirement, or didn't pay attention, it's not your place to judge, nor do you have the authority to question it. Nobody does. Should a scout tell a leader of a discrepancy while at camp a leader will discuss the issue with the counselor and accept his final ruling.

Scout presents the completed merit badge card to the advancement chairperson.

They bring the card to the advancement chairperson, who will cut off the scout's piece of the card and give it back to him. You keep a piece, and the counselor gets a piece.

At summer camp, the scouts don't get the cards back. The leaders pick them up in bulk on the last day at camp. The camp counselors will keep their copy.

The advancement chairperson updates the troop records, submits an advancement report to Council, purchases the badge, and presents it to the scout.

Pay no attention to the man behind the green curtain.... The important thing to note here is that there is paperwork that must be submitted by the advancement chairman and the badge must be purchased before we can present the badge.

At a following meeting the badge will be presented to the scout.

F. Scoutmaster Conference

When the scouts complete all the requirements for a specific rank badge, they must request a scoutmaster conference from the scoutmaster. The scoutmaster or one of the assistant Scoutmasters will review the requirements with the scout to ensure that they have met and understand what is needed for the rank advancement. The scoutmaster may immediately sign off on the requirements, may retest the scout on some of the requirements, and may ask that the scout go back and review some requirements to show proficiency. Once the Scoutmaster or ASM approves, they will sign off on the requirement and direct the scout to the advancement chairman to schedule a board of review.

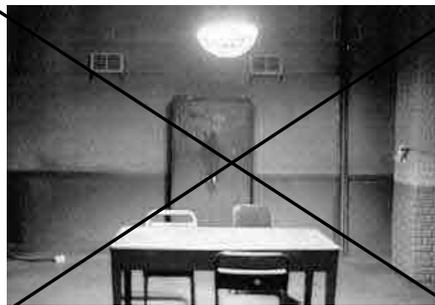
G. Boards of Review

Once a scout passes his Scoutmaster conference, a Board of Review is scheduled for him with the Troop Committee. Before the review is scheduled, the scout must be sure his dues

are paid to date, and make sure that the advancement chairman has updated the troop records with the scout's latest advancement status. The review is typically scheduled a week or two after the Scoutmaster Conference. At the board of review, the scout presents himself to the troop committee. He should be in full Class A uniform with his Sash (if he has earned merit badges) and Handbook. He will sit down before the committee and answer a series of questions. The board of review (BOR) is not a retest of the advancement requirement. It is more of a dialog between the scout and the troop committee to see how the scout is doing, and also how the troop is doing from the scout's point of view. The Scoutmaster and Assistant Scoutmasters are not permitted in the Board of Review so that the scout can feel comfortable raising any issues or concern him as with the troop committee.

After the discussion, the scout will be sent out of the room where the committee will decide if the scout has passed the review, or will need to come back at a future date. The scout will be recalled into the board meeting and will be informed of the committee's decision at that time.

As with all of scouting, there are lessons learned for the scout's future with all things. Besides advancement, the boards of review helps the boys become more comfortable talking to adults. The review is more like a job interview where the boy has the opportunity to tell about himself and ask questions about the troop. While the first Board of Review may be a source of stress for the scouts, as they do not know what to expect, they are quickly put at ease once they enter the room. They are not grilled in a dark room with a spot light on them. While there is some formality to it, the committee understands that the scouts are young, and treat them as such.



16. Medals and other awards.

Scouts have other opportunities to earn awards for participation in events such as historic trail hikes, and attendance at events and meetings.

17. Adult Training

The best leaders are trained leaders. Most of our leaders have spent many hours and even weekends attending training courses to be able to provide the boys with the best program available.

You will notice a “Trained” patch on the shoulder of these leaders, indicating that they have completed the required training for their position.

A. Youth Protection Training (YPT)

BSA adopted the following policies to provide additional barriers to child abuse within Scouting. These policies are primarily for the protection of its youth members; however, they also serve to protect its adult leaders from false accusations of abuse.

- **Two-deep leadership.** Two registered adult leaders or one registered leader and a parent of a participant, one of whom must be 21 years of age or older, are required on all trips and outings. The "two-deep" policy requires that a minimum of two adults be present during all activities to minimize the potential for [clandestine abuse](#).^[3] The chartered organization is responsible for ensuring that sufficient leadership is provided for all activities.
- **No one-on-one contact.** One-on-one contact between adults and youth members is not permitted. In situations that require personal conferences, such as a Scoutmaster's conference, the meeting is to be conducted in view of other adults and youths.
- **Respect of privacy.** Adult leaders must respect the privacy of youth members in situations such as changing clothes and taking showers at camp, and intrude only to the extent that health and safety require. Adults must protect their own privacy in similar situations.
- **Separate accommodations.** When camping, no youth is permitted to sleep in the tent of an adult other than his own parent or guardian (and even that is discouraged). Councils are strongly encouraged to have separate shower and [latrine](#) facilities for females. When separate facilities are not available, separate times for male and female use should be scheduled and posted for showers.
- **Proper preparation for high-adventure activities.** Activities with elements of risk should never be undertaken without proper preparation, equipment, clothing, supervision, and safety measures.
- **No secret organizations.** The Boy Scouts of America does not recognize any secret organizations as part of its program. All aspects of the Scouting program are open to observation by parents and leaders.
- **Appropriate attire.** Proper clothing for activities is required.
- **Constructive discipline.** Discipline used in Scouting should be constructive and reflect Scouting's values. Corporal punishment is never permitted.
- **Hazing prohibited.** Physical [hazing](#) and [initiations](#) are prohibited and may not be included as part of any Scouting activity.
- **Junior leader training and supervision.** Adult leaders must monitor and guide the leadership techniques used by junior leaders and ensure that BSA policies are followed.

All adult leaders in BSA are required to be trained and follow the above policies. Failing to follow them can result in a leader being removed or a unit having its [charter](#) revoked.

This may be taken on-line at my.scouting.org. All parents are recommended to view this course.

B. Fast Start Training

This gives a basic overview of the scouting program and leadership responsibilities. Mandatory for all registered adults committee members, scoutmasters and assistant scoutmasters... This may be taken on-line at my.scouting.org

C. Committee Challenge

This gives a basic overview of the Committee Responsibilities. This is mandatory for all registered adult committee members. This may be taken on-line at my.scouting.org

D. Boy Scout Leader Specific Training (BLST).

This gives a more detailed overview of the Boy Scout program and the responsibilities of the adult leadership. This is mandatory for all registered Scoutmasters and Assistant Scoutmasters members. This is traditionally a two day classroom training session.

E. Introduction to Outdoor Leadership Skills (IOLS)

This practical outdoor training weekend teaches the scout leaders with a hands-on approach how to run and lead a troop. This is Mandatory for all Scoutmasters and Assistant Scoutmasters.

F. Wood Badge

This is an advanced leadership training course open for all adults. Training consists of two weekend outdoor training sessions, and is similar to corporate leadership training seminars. Many of the same management training lessons taught to business leaders are incorporated into this course. In addition to the weekends of training, a "ticket" must also be completed, which includes a project to help improve the units you serve.

18. Youth Training

A. Youth Protection

Youth Protection includes programs to educate youth in the "three R's": Recognize, Resist and Report. Youths must recognize situations that might place them at risk must recognize the signs that someone may be an abuser. The youth must also understand that they have the right to resist unwarranted attention and that resisting will stop most attempts. Youth must also understand that they must report any abuse or attempts in order to prevent further abuse to themselves and others.

Training materials for this education include parent's guides included in every handbook plus videos that are shown to each unit's members once a year. An emphasis on training is placed in April, Prevent Child Abuse Month. It is around this time that Troop 137 shows the "A time to tell" youth protection video to the youth. Parents are encouraged to preview the movie before the youth watch it so they know what to expect and how to answer questions the boys may have. As the video deals with sensitive topics such as child abuse, we strongly encourage this preview and give the parents the option to excuse their son from watching the video until the parents feel the scout is ready. The movie is made for youth of boy scout age, and we feel it is important that the youth be prepared even at their age, so all youth and parents are encourage to view it each year.

B. Den Chief Training

One of the first leadership positions that many youth have is being a Den Chief. A Den Chief works with a Cub Scout Den as a helper to the Den Leader, leading the boys in games and cheers and being an emissary for the Boy Scout Troop. Training is held once a year at Quail Hill Scout Reservations. Training is a 1 day event, ending before dinner time.

C. Patrol Leadership Skills (PLS)

The troop sends 3-6 youth each year to PLS training. This weekend campout teaches the boys about being a leader and how the scout troop youth leadership works. This is highly recommended for all youth who intend to be patrol leaders. Scouts are chosen for this course by the scoutmaster based on their scouting experience, behavior, commitment and interest they show in the scouting program.

D. National Youth Leadership Training (NYLT)

The troop sends two youth each year to NYLT. This week long, intensive leadership training course is conducted during the summer. The boys camp for the week at Quail Hill Scout Reservation where they are taught many of the same leadership concepts covered in the Adult Wood Badge course. This is an extremely valuable opportunity for the youth to learn how to lead others in scouting, as well as in their future careers. Scouts are chosen for this course by the scoutmaster based on their scouting experience, behavior, commitment and interest they show in the scouting program.

19. Order of the Arrow



The Order of the Arrow (OA) is Scouting's National Honor Society. It is an organization outside of Troop 137, run by the OA Lodge and Monmouth Council. It has its own leadership, schedules, dues, etc, and is independent of the troop.

For more than 90 years, the Order of the Arrow (OA) has recognized Scouts and Scouters who best exemplify the Scout Oath and Law in their daily lives. This recognition provides encouragement for others to live these ideals as well. Arrowmen are known for maintaining camping traditions and spirit, promoting year-round and long term resident camping, and providing cheerful service to others. OA service, activities, adventures, and training for youth and adults are models of quality leadership development and programming that enrich and help to extend Scouting to America's youth.

As Scouting's National Honor Society, its purpose is to:

- *Recognize those who best exemplify the Scout Oath and Law in their daily lives and through that recognition cause others to conduct themselves in a way that warrants similar recognition.*
- *Promote camping, responsible outdoor adventure, and environmental stewardship as essential components of every Scout's experience, in the unit, year-round, and in summer camp.*
- *Develop leaders with the willingness, character, spirit and ability to advance the activities of their units, our Brotherhood, Scouting, and ultimately our nation.*
- *Crystallize the Scout habit of helpfulness into a life purpose of leadership in cheerful service to others.*

Eligibility

The Order of the Arrow membership requirements are:

- Be a registered member of the Boy Scouts of America.
- After registration with a troop or team, have experienced 15 days and nights of Boy Scout camping during the two-year period prior to the election. The 15 days and nights must include one, but no more than one, long-term camp consisting of six consecutive days and five nights of resident camping, approved and under the auspices and standards of the Boy Scouts of America. The balance of the camping must be overnight, weekend, or other short-term camps.
- Youth must be under the age of 21, hold the BSA First Class rank or higher, and following approval by the Scoutmaster or Varsity team Coach, **be elected by the youth members of their troop or team.**
- Adults (age 21 or older) who are registered in the BSA and meet the camping requirements may be selected following nomination to the lodge adult selection committee. Adult selection is based on their ability to perform the necessary functions to help the Order fulfill its purpose, and is not for recognition of service, including current or prior positions. Selected adults must be an asset to the Order because of

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demonstrated abilities, and must provide a positive example for the growth and development of the youth members of the lodge.

Induction

The induction ceremony, called the Ordeal, is the first step toward full membership in the Order. During the experience, candidates maintain silence, receive small amounts of food, work on camp improvement projects, and sleep apart from other campers. The entire experience is designed to teach significant values. All candidates for membership must complete the Ordeal.

Lodges

An OA lodge helps the local Boy Scout council provide a quality Scouting program through recognition of Scouting spirit and performance, development of youth leadership and service, promotion of Scout camping and outdoor programs, and enhancement of membership tenure. Every Boy Scout council is encouraged to have an Order of the Arrow lodge. Each lodge operates under a charter granted by the National Council, BSA, and must apply annually for its renewal. The Boy Scouts of America will grant a charter to only one lodge per council.