

# **Troop Manual**

## **Fall 2010**



**Boy Scout Troop 673**  
**Great Falls, VA**  
**[www.bsa673.net](http://www.bsa673.net)**

## TABLE OF CONTENTS

<b>I</b>	<b>TROOP ORGANIZATION</b>	<b>2</b>
	Chartered Organization	District,
	Council, and National Organizational Structure	
	Troop 673 Structure	
	Troop Committee	
<b>II</b>	<b>TROOP GOALS AND PHILOSOPHY</b>	<b>7</b>
	Mission Statement of the Boy Scouts of America	
	Troop 673 Goals	
	Drug, Alcohol and Tobacco Use and Abuse	
	Leadership Policy	
<b>III</b>	<b>OVERVIEW OF PROGRAM</b>	<b>9</b>
	Outdoor Activities	
	Community Service	
	High Adventure Trips	
	Expected Fees for the Scout Year	
<b>IV</b>	<b>ADVANCEMENT OVERVIEW</b>	<b>12</b>
	Learning	
	Testing	
	Scoutmaster's Conference	
	Board of Review	
	Recognition	
	Advancement Procedures	
<b>V</b>	<b>MERIT BADGES &amp; SPECIAL AWARDS</b>	<b>14</b>
	Merit Badge Procedures	
	Service Stars	
<b>VI</b>	<b>EQUIPMENT</b>	<b>17</b>
	Handbook	
	Uniform	
	Backpacking Equipment	
	Troop 673 Equipment List	
<b>VII</b>	<b>WHAT IS EXPECTED OF THE SCOUT</b>	<b>22</b>
<b>VIII</b>	<b>WHAT IS EXPECTED OF THE PARENT</b>	<b>23</b>

# I TROOP ORGANIZATION

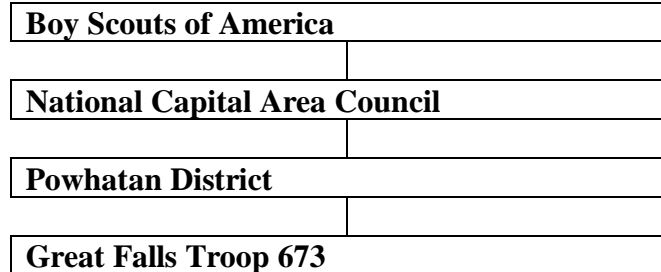
## Chartered Organization

Every Boy Scout troop is sponsored by a chartered organization. Troop 673 is sponsored by the Men's Club of the Great Falls United Methodist Church. The Men's Club provides the troop with place to meet and storage facilities. The Chartered Organization Representative is responsible for obtaining a Troop Committee Chairman, assisting in recruiting and cultivating adult leadership, providing liaison with the chartered organization, and serving as a troop committee member

## District, Council, and National Organizational Structures

Troop 673 is part of the Powhatan District, encompassing Great Falls, Herndon, Reston, and part of Oakton. The district, in turn, is part of the National Capital Area Council (NCAC), which includes Northern Virginia, the District of Columbia, and Southern Maryland, and represents the largest council in the U.S. The NCAC headquarters is located in Bethesda, Maryland, and includes a major Scout supply center (i.e., the Scout Shop). Finally, our troop is a part of the national Boy Scouts of America organization with its headquarters in Texas.

## National BSA Structure



## Troop 673 Structure

Troop 673 was chartered in December 1962. We have a proud and rich history. We average one Eagle Scout a year and have delivered many mature, contributing young men to the community. Over the last few years we have seen a gradual increase in the size of the troop and we are now approaching 60 Scouts. The troop is under the adult leadership of a Scoutmaster. He is assisted by a number of dedicated Assistant Scoutmasters who bring a wealth of talent to the troop.

**Troop meetings are held every Tuesday**, except on days when the Fairfax County Public Schools do not meet (e.g., holidays, snow days), 7:30 - 9:00 PM at the Great Falls United Methodist Church, 10100 Georgetown Pike, Great Falls, VA. The complete Class A uniform is always required. Please consult the Equipment Section for uniform

specifications. The Boy Scout Handbook is provided to you by the troop. It contains the requirements for advancements and is the primary resource of Boy Scout skills and knowledge. The weekly troop meetings are normally organized around specific themes, providing an opportunity for the Scouts to learn new skills and prepare them for an upcoming camping trip or activity. The Scouts are expected to attend meetings and to participate in the various activities. (See - What is Expected of the Scout).

Troop 673 is made up of several patrols. Each patrol usually consists of eight to ten Scouts with an elected Patrol Leader. Patrol members camp together, participate in the various activities together, and learn new skills together. This opportunity to experience group living teaches young boys about cooperation and to accept a certain amount of responsibility. Everybody pitches in and the Scouts quickly learn to take pride in their patrol's accomplishments.

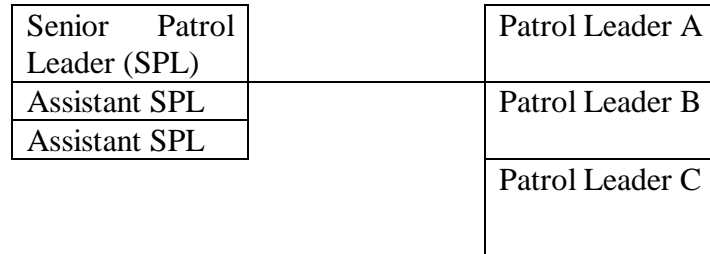
**Troop 673 prides itself on being a Scout-led and Scout-run troop.** The Scouts, through their elected Patrol Leaders Council, plan and execute the Troop's program and activities. The Patrol Leaders Council consists of the elected positions of Senior Patrol Leader and Patrol Leader (one for each patrol). Appointed positions of Assistant Senior Patrol Leader, Assistant Patrol Leader, Scribe, Historian, New Scout Guide, Quartermaster, and Webmaster assist the Patrol Leaders Council. Elections are held every six months. They meet during the summer to plan the annual troop calendar of key events, which is then submitted to the Troop Committee for review and approval. The PLC also meets monthly, usually on the first Sunday of the month, to plan the agenda for the weekly troop meetings, plan for upcoming events, and to discuss troop problems. The troop provides Junior Leadership Training, and the Scoutmaster provides guidance, but the Scouts are challenged to take the initiative in planning meetings and special events. While this may lead to less than optimal organization and execution, the Scouts have the opportunity to learn from their mistakes and to improve their performance in the future.

New Scouts will be assigned to a New Scout Patrol. The planning and execution of the Troop's Scout program, including outings and teaching, are the responsibility of the Scouts, under the guidance of the adult leaders.

New Scouts will learn scoutcraft from the older Scouts. Older Scouts will learn how to assume responsibility and develop leadership skills. Thus, we hope to develop in our Scouts to

- Set goals for themselves and grow in self-reliance
- Gain experience in working with others, particularly making new Scouts feel a part of the team and to teach them new skills.
- Participate in service projects and value community service as a virtue
- Serve as role models in their communities by exemplifying the Scout spirit

## Hierarchy of Boy Leadership Structure



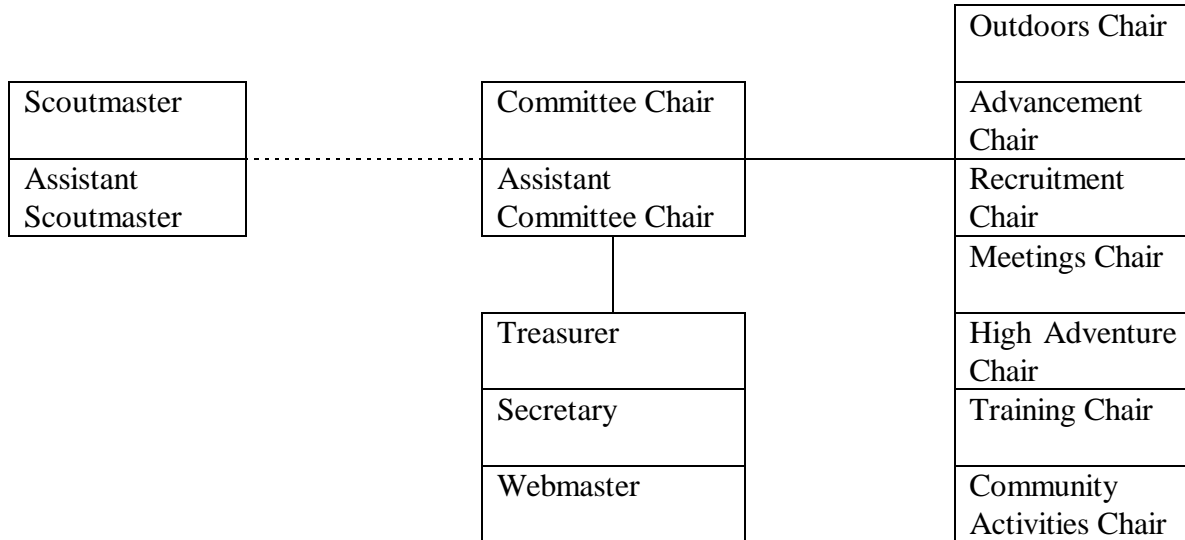
## Troop Committee

The Troop Committee organizes and provides the logistic support to ensure that the troop's program is carried out smoothly. The Troop Committee consists of at least one adult from each Scout family, and it is the integral adult involvement from each family that makes Troop 673 a successful program. All parents are encouraged to be actively involved with the troop.

The troop committee meetings are a good way for parents help the Scout gain the most from his Scouting experience. At the meetings, parents can learn more about the Scouting program and the ways they and the troop can help the Scout.

The committee is responsible for recruiting the proper adult leadership and assisting the Scoutmaster in executing the program. The Troop Committee Chairman coordinates the Committee activities, recruits and cultivates the adult leadership, and ensures that an adult leader is in charge of each key committee function. Committee functions include approving the overall troop program and providing administrative support in areas such as finance, record keeping, advancement, transportation, equipment acquisition, and assistance with specific events. Descriptions for the various adult positions are listed below. The committee meets on the first Monday of every month, at 7:00 PM at Great Falls United Methodist Church.

## Structure of Troop Committee



## Committee Responsibilities

### Scoutmaster

- Patrol Leader's Council
- Weekly meetings
- Program
- Scoutmaster's Conference

### Assistant Scoutmaster

- Assist Scoutmaster
- Attend Outings
- Attend Meetings

### Committee Chairman

- Administrative Oversight
- Committee Meetings
- Chartering and Registration
- Eagle Court of Honor

### Chartered Organization Representative

- Liaison with charter organization
- Approves adult applications

### Secretary

- Publicity
- Committee minutes

#### Webmaster

- Website
- Communications

#### Treasurer

- Banking
- Budgets
- Bookkeeping

#### Advancement Committee

- Record keeping / Troopmaster database
- Merit badge cards (blue cards)
- Merit badge counselors
- Boards of review
- Court of Honor

#### Outings

- Monthly trip planning
- Permission slips
- Transportation
- Reservations

#### Recruiting

- Cub pack liaison
- Bridging ceremony
- Webelo program
- Den Chiefs

#### Training

- Coordinate and track adult training
- Coordinate Junior leader training

#### High Adventure

- High adventure planning (Philmont, Northern Tier, Sea Base, etc.)
- Base camp planning
- Older scout program

#### Community Activities

- Scouting for food
- Car wash
- Troop picnic
- Service projects
- Church cleanup
- Riverbend Road cleanup

## II TROOP GOALS AND PHILOSOPHY

### Mission Statement of the Boy Scouts of America

It is the mission of the Boy Scouts of America to serve others by helping to instill values in young people and, in other ways, to prepare them to make ethical choices during their lifetime in achieving their full potential. The values we strive to instill are based on those found in the Scout Oath, Law, Motto, and Slogan.

#### Scout Oath or Promise

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	Reverent

See Appendix A for examples of the Scout Law in action.

#### Scout Motto

Be Prepared

#### Scout Slogan

Do a Good Turn Daily

### Troop 673 Goals

The goals of Troop 673 are the same:

- I. To build character
- II. To foster citizenship
- III. To develop fitness

## **Drugs, Alcohol and Tobacco Use and Abuse**

Troop 673 adheres to the Boy Scouts of America policy on the use of alcoholic beverages, controlled substances and tobacco. The use of alcoholic beverages and controlled substances is prohibited at any Troop 673 activity. Adult leaders are encouraged to support the attitude that young adults are better off without tobacco and not allowed the use of tobacco products at any Troop 673 activity.

## **Leadership Policy**

It is the policy of the Boy Scouts of America that trips and outings may never be led by only one adult. At least two adult leaders, one of whom must be 21 years or older, are required for all trips or outings. The “safety rule of four” requires that no fewer than four individuals (always with a minimum of two adults) go on any backcountry expedition or campout. If an accident occurs, one person stays with the injured and two go for help. Troop 673 adheres to this policy in all activities.

In 1988, the Boy Scouts of America eliminated the gender requirements for all adult leadership positions. The policy on co-ed leadership considers the impact of personal relationships and an individual’s right to privacy. For example, male and female leaders and Scouts require separate sleeping facilities (no youth can stay in a tent of an adult other than his parent or guardian; by custom, the troop encourages youth sleeping separate from all adults). Troop 673 adheres to this policy in all activities. All leaders must be aware that when participating in any BSA or troop program, the relationship between adults, or adults and youth, must always be commensurate with the high moral standards established by customs, traditional values, and religious teachings.

### **III OVERVIEW OF PROGRAM**

#### **Outdoor Activities**

The Troop 673 program is published in an annual calendar, which is distributed to Scouts and parents in September each year. The Scouts are responsible for noting any changes that are made throughout the year. The calendar and changes may be found on the troop website [www.bsa673.net](http://www.bsa673.net).

The annual calendar shows that Troop 673 is a very active troop with a full schedule of planned events. Each month a major overnight outdoor activity (e.g., camping, backpacking, canoeing) is scheduled, as these events are the essence of Scouting. The Troop 673 program is focused on these outings and considerable time is spent during the weekly meetings preparing for them. The outings serve as a time for learning and rank advancement. The Scout is not able to learn skills and advance in rank without participating in these monthly outings. Usually backpacking outings comprise most of the troop outings. This is the history and tradition of Troop 673. In addition to monthly outings, there are other special events such as Scout Sunday, our annual carwash, climbing at SportRock, an annual ski trip, and the annual week at Summer Base Camp.

#### **Community Service**

An important component of the Scouting program involves service projects. These include the troop's quarterly clean-up of Riverbend Road (under the Virginia Department of Transportation's Adopt-A-Road Program), Scouting for Food, Eagle Projects, and projects for the troop's sponsoring organization, Great Falls United Methodist Church (e.g., annual bazaar, Fall and Spring clean-up). The projects may be credited to the Scout's school service hour requirements.

Troop 673 has had the honor of earning the Quality Unit Award each year for more than a decade. This award represents a program in which specific criteria by the Boy Scouts of America have been met in the areas of trained adult leadership, participation in overnight camping activities, and performance of service projects, individual advancement, and other factors indicative of a well-run program.

#### **High Adventure Trips**

Troop 673 has a strong backpacking tradition and nothing better illustrates this than our High Adventure program. In the past few years the troop has planned our own (Foothills Trail and Mt. Rainier) or gone to Boy Scout Reservations at Philmont in New Mexico, Sea Base in Key West Florida, Lenhoksin in Goshen Virginia, and Northern Tier in Minnesota. The trips are very popular and space on them is limited. To ensure a fair selection process, the Troop Committee has developed the following requirements for all Scouts attending any activity designated as High Adventure.

1. Earn the rank of First Class by January 1 of the year of the High Adventure. This requirement may be waived only by the Scoutmaster provided that no Scout attends any High Adventure before earning the rank of First Class.
2. Meet the age requirement of the specific BSA High Adventure activity. If the activity is troop run, the age requirement will be set by the Scoutmaster and activity organizers. Usually, the minimum age is at least 13 years.
3. Participate regularly in Troop activities. Our troop outdoor program is built to give Scouts the experience and tools that may be required for the High Adventures.
4. Show “Scout Spirit” and “Leadership” as evaluated by the Scoutmaster as a prerequisite for attending any High Adventure.
5. Complete any necessary merit badges or specific training as scheduled.
6. Make all trip payments as scheduled.

Every Scout should consider attending at least one High Adventure trip during his scouting career. These trips are memorable and considered a pinnacle in outdoor Scouting adventures.

### **Expected Fees for the Scout Year**

The following information is provided regarding fees that you will have to pay during the year. We cannot guarantee this information will be completely accurate, since fee planning continues throughout the year. Three broad types of fees are required: regular fees associated with all monthly activities, special fees associated with unique outings or activities, and annual membership fees.

#### Monthly Activity Fees

Two types of fees are associated with the monthly activity: the regular outing fee and sometimes a special fee to cover special activities. The regular Troop outing fee covers transportation, camping fees, and food. The outing fee is collected by the troop prior to the activity. A two-day outing is assessed a \$15 fee, and a three-day outing is assessed a \$20 fee.

Certain unique outings require special fees because of the specific activity. Although the troop attempts to minimize the number of these events, three outings are traditional. First, the February troop ski trip typically costs about \$380 which includes the ski lift ticket, transportation, lodging, and food. Ski rentals are typically \$44 and snowboard rentals are typically \$70. The ski fees are usually collected beginning mid-December and no later than mid-January.

The second outing is the late May/early June Canoe or White Water Rafting trip that usually costs about \$70-\$100. The Scouts get a lot of river time and have a lot of fun. This is usually a well-attended outing.

## Summer Base Camp

The third outing with a special fee is Summer Base Camp. All Scouts are strongly encourage to attend the week-long Base Camp because it is a great opportunity to learn new skills, work on advancement, get to know the other scouts, and to have fun. Base Camp costs approximately \$300 plus \$50 bus transportation and another \$50 spending money.

## Annual Troop Dues

Annual Troop membership dues are collected to register the Scout with the Boy Scouts of America, pay for the subscription to Boy's Life magazine, cover insurance costs, and help pay for troop program costs. The troop program costs include badges (rank insignia, patrol patches, leadership position badges, merit badges), merit badge and advancement cards, administrative expenses related to Courts of Honor, and troop equipment. The annual troop dues are collected in November in time for troop re-chartering (re-registration). We have assessed the 2011 dues at \$125. Boys joining after the re-chartering can pay a pro-rated registration fee.

At the time a new scout joins the troop, an additional fee of \$30 is also charged to help cover the new scout packet which includes a scout handbook, troop neckerchief, Troop T-shirt (Class B shirt), uniform patches, and Troop manual.

## Friends of Scouting

The NCAC's annual fundraiser is used to support the many facets of the Boy Scout program outside the troop. The NCAC provides leadership and skills training for our many adult volunteers. In addition, the NCAC helps subsidize the expense of maintaining the Boy Scout Reservations. During the Scout year, you will be able to contribute on a voluntary basis to the Friends of Scouting. You will hear more about the campaign in February/March, when the fundraiser has its kick-off.

## **IV     ADVANCEMENT OVERVIEW**

Advancement through the ranks of Scouting is a process in which your Scout, and you, will become frequently involved. Understanding this process and knowing the steps involved are important to you as the parent.

The Boy Scout advancement process is designed to encourage Scouts to accomplish a progressive series of learning experiences in the areas of citizenship, character, personal fitness and scouting skills. It provides for both measuring and recognizing these experiences. The advancement process consists of five basic steps:

1.     Learning – learning by doing in well-defined activities, and individual study and practice.
2.     Testing – demonstrating his ability to a qualified Scout leader.
3.     Scoutmaster’s Conference – evaluating progress and setting new goals.
4.     Reviewing – attending a Board of Review to determine the quality of his scouting experience and confirm advancement standards.
5.     Recognition – public recognition at a Court of Honor.

### **Learning**

The rank advancement requirements are listed in the Boy Scout Handbook. Shortly after joining the troop, your boy will learn and be tested on the basics of being a Boy Scout. He will be asked to recite and discuss the meaning of the Scout Oath, the Laws, the Motto, and the Slogan. He will work with his assigned New Scout Guide (an older Scout), and learn and demonstrate his knowledge of being a scout (e.g., the scout handshake, the salute, the uniform). After he has satisfied the specific requirements for the rank of Scout, as specified by the Boy Scout Handbook, he will receive his first rank advancement to the level of ‘Scout.’

The next three ranks are Tenderfoot, Second Class, and First Class, during which he will learn progressively more detailed scoutcraft (e.g., first aid, map orientation, camping skills). He will be learning to become a part of a team (Patrol), before later learning how to lead the team (Patrol). From Tenderfoot to First Class, he will be given progressive more responsibility, leadership, and service opportunities. When the Scout advances to the First Class rank, he is considered to have mastered all of the basic Scout skills. The First Class Scout should be ready to accept the responsibilities of a leadership position (e.g., Patrol Leader, Assistant Senior Patrol Leader, Den Chief), any of which will satisfy the advancement criteria for higher ranks.

The next advancements are Star and Life ranks. Both ranks have merit badge, community service, and leadership requirements. To become a leader, the Scouts elect the Senior Patrol Leader and Patrol leaders every six months. In these positions, the Scouts learn leadership skills and gain self-confidence. While serving in these positions, they help others to advance in the program. The younger Scouts in a patrol should be able to go to their

Patrol leader for advice, counsel, and learning and testing of skills. The Senior Patrol Leader is responsible for planning and running the troop meeting. Scouts at the leadership level are also required to participate in service projects sponsored by the troop or in the community in order to advance in rank. The highest rank in Scouting is the Eagle Scout. In addition to the required number of merit badges and leadership position, the Eagle candidate must plan, develop, and provide leadership for a major service project of his own.

## **Testing**

The Boy Scout Handbook is the Scout's bible. The handbook lists each of the rank advancement requirements in tabular form towards the back of the book. For scouting skills, the Scout normally demonstrates his ability to his Patrol Leader at a Troop meeting, where the Patrol Leader signs off on the requirement. It is noted here that parents do not sign-off achievements in the Boy Scouts as they do in the Cub Scout program. Learning and testing are the responsibility of the individual Scout, with the help of the Scout Leadership in the troop. Each Scout sets his own pace and goals. Frequently, the Scout is tested without realizing it, such as the case of planning a patrol hike and helping to set up a tent. But, to repeat, the Scout is responsible for his own learning, to demonstrate his achievement to his Patrol Leader before the Patrol Leader can sign off on the requirement. Merit badge achievement is a different process and will be discussed elsewhere in this manual.

## **Scoutmaster's Conference**

The Scoutmaster's Conference is conducted by the Scoutmaster. This conference provides the opportunity for a one-on-one relationship where the Scout's progress can be evaluated. The objective is to help the Scout set goals for himself by encouraging him to use his strengths and to help him recognize and overcome his weaknesses. Questions of scoutcraft will be asked during this interview. It is the Scout's responsibility to contact the Scoutmaster and arrange a conference after all the requirements for a given rank advancement have been signed off by the Scout's Patrol Leader.

## **Board of Review**

Scouts are expected to schedule their Board of Review with the Troop Advancement Committee's Board of Review Coordinator, who will usually schedule the boards during the weekly Troop meeting on the third Tuesday of each month. Scouts should sign up at least one week in advance to schedule their board of review. Scouts who have completed all advancement requirements, including the Scoutmaster's Conference, appear before a board of three or more Troop Committee members (parents) to have their records reviewed. Boards of Review do not test Scouts on scoutcraft. Rather, the board members are primarily interested in what kind of experience each individual is having in Scouting and that the troop is maintaining the required advancement standards. A Scout who has

not advanced since his last birthday will be scheduled to appear before a Board of Review in his birth month. There is a special Board of Review for the Eagle rank. The Eagle Board of Review includes a member of the District Eagle Board of Reviews.

## **Recognition**

After successfully completing the review process, the Scout receives his new badge of rank at the Court of Honor. This is a very important event to acknowledge the individual accomplishments of the Scouts and is scheduled once every three months. The troop holds Courts of Honor in October, February, April, and June. A special Eagle Court of Honor is scheduled when a Scout attains the rank of Eagle Scout.

## **Advancement Procedures**

**Rank of Scout:** To achieve the rank of Boy Scout after joining the troop, see the Scoutmaster for a Scoutmaster Conference, after meeting the requirements. A Board of Review is not required.

**All Other Ranks:** Each rank has specific rank requirements listed in the Boy Scout Handbook. The ranks of Tenderfoot, Second Class, and First Class do not require any time-in-rank before the next advancement. It is possible to simultaneously satisfy the rank requirements of all three ranks, but the ranks themselves must be earned in order. The ranks of Star, Life and Eagle have requirements for time-in-rank, leadership, and service time. The steps for advancement are:

1. Read the Boy Scout Handbook to determine the specific requirement.
2. For the ranks of Tenderfoot, Second Class, and First Class, complete the requirements and see the Patrol Leader for testing and a 'sign-off' for each requirement.
3. For the ranks of Star, Life, and Eagle, complete the requirements for time, service project, leadership position, and merit badges. See the appropriate individuals (Patrol Leader, adult leader, and merit badge counselor) for testing and 'sign-off.' For each rank, the 'Scout Spirit' requirement must be signed after completion of all other requirements and before scheduling a Scoutmaster conference. The Senior Patrol Leader signs for the Patrol Leaders and the Assistant Senior Patrol Leader; the Scoutmaster signs for the Senior Patrol Leader.
4. The Scout must arrange a Scoutmaster's Conference with the Scoutmaster.
5. The Scout must arrange a Board of Review with the Troop Advancement Committee's Board of Review Coordinator.
6. For the rank of Eagle Scout, the Scout must consult with the Scoutmaster before the starting his Eagle project to obtain specific guidance on the advancement procedures. The Scoutmaster works with the Troop Committee Chair and the District Eagle Advisor to obtain approvals and reviews at the appropriate times.

## V MERIT BADGES & SPECIAL AWARDS

The specific steps followed by Troop 673 for earning merit badges are given below:

### Merit Badge Procedures

Merit badges may be earned in any order at any time; however, the number of required badges increases for each higher rank. It may be more fun to work on badges with a friend. Scouts should plan on specific badges for summer camp and should pay particular attention to getting those required for the next advancement. It is recommended that Scouts earn those merit badges required for Eagle as soon as possible. Some badges require a lot of time, and if left to the last minute, they may pose a problem due to conflicts with other commitments (especially during the latter years of high school). The steps to earn merit badges are as follows:

#### Instructions to the Scout on the Merit Badge Procedure

1. Study the merit badge list in your Boy Scout Handbook and choose one based upon your interests or required advancement.
2. Contact the Troop Advancement Committee Chair or Merit Badge Counselor Coordinator for the list of approved merit badge counselors within the Troop and District.
3. Request a blue application card ("Blue Card") from the Troop Advancement Committee Chair or the Scoutmaster. The Scout fills out the name of the merit badge, his name, address, Troop 673, Powhatan District, and NCAC Council.
4. Have the Scoutmaster sign off on the Blue Card to approve that the Scout may begin work on the merit badge.
5. Each merit badge has an associated merit badge book stating the requirements and study information to complete the merit badge. The troop has a library of many of these books that you may borrow, or buy your own. The requirements can also be found online at: [www.usscouts.org/meritbadges](http://www.usscouts.org/meritbadges). Study the merit badge requirements.
6. Select a counselor. The Scout, not the parent, is required to call the counselor. Ask whether the counselor is available and make an appointment to see the counselor. Discuss the merit badge requirements with the counselor. (Note: Some counselors prefer that the scout meets with them before beginning work on the badge while others prefer or allow the scout to work on the requirements first and then meet with the counselor. Check with your particular counselor on his/her preference.)
7. Complete the merit badge requirements either on your own or with your counselor. Document your work.
8. Meet with the counselor again to make sure that you have satisfied the merit badge requirements and to obtain the counselor's sign-off. Some badges can be signed off in one session while others required two or more appointments. Scouts must

- go in pairs or with an adult to see their counselor. Scouts should wear their Class A uniform.
9. When the badge requirements have been completed, the counselor signs and dates two portions of the Blue Card. Have the Scoutmaster sign the Blue Card. Return the card to the Troop Advancement Committee Chairman at a troop meeting to be recognized at the next Court of Honor.
  10. The Scout's portion of the Blue Card will be returned to you as proof that the merit badge has been entered into the Troop records. **Keep this in a safe place.** You will need to produce these cards when you apply for Eagle rank. A recommended practice is to keep the cards in plastic baseball card-type holders in a notebook.

## **Troop Special Awards**

### **Cory Corrales Spirit Award**

The troop recognizes a scout who best exemplifies Scout Spirit by awarding the Cory Corrales Spirit Award at the Fall Court of Honor. The award is in honor of a former Troop 673 Eagle Scout who died in a car crash in 1999. The scout recognized for this award is given a plaque and his name is put on the troop recognition plaque. Cory was an exemplary Scout who made a lasting impression on those who knew him during the very short time he was with the troop. He personified the true meaning of Scout Spirit.

The award winners are selected by an adult committee chosen by the Troop Leadership Committee. The committee members can only be composed of adults who are not the parent of an eligible Scout (parents of Scouts who have received the award can be members of the committee). It is possible for the committee to vote that no scout is deserving of the award for that year. A Scout can only receive the Cory Corrales award once.

## **VI EQUIPMENT**

The equipment required by each Scout is listed in the Troop 673 Equipment List. In general, scouts are expected to provide their own backpacking equipment. Some of the equipment will be required immediately (e.g., backpack, sleeping pad, sleeping bag, and raingear, hiking boots). Other equipment will be required subsequently through the Scout year. When in doubt, discuss equipment with the Scoutmaster or the Scout leaders. Be a wise and informed consumer.

### **Handbook**

The Boy Scout Handbook is important to the Scout. It is the authoritative source for information concerning the scouting program, scouting skills, outdoor adventures, merit badge and rank requirements, uniform, etc. He will want to read it from cover-to-cover and conscientious parents should read or become familiar with it also. The front of the Boy Scout Handbook contains the tear-out parent's guide concerning child abuse and drug abuse discussed in "What is Expected of Parents".

The Scout should bring his Boy Scout Handbook to Scout meetings, Boards of Review, and camp. The Boy Scout Handbook contains tables that list the rank advancement requirements. When the Scout has completed any rank advancement requirement, there is a place within the Boy Scout Handbook that has to be signed off by either an older Scout or Scout leader. The Scout will bring the same Boy Scout Handbook to his first Board of Review for Tenderfoot, and later a tattered handbook will be presented to his last Board of Review for Eagle.

### **Uniforms**

The Scouting program authorizes two uniforms – the full Class A uniform and the less formal Class B uniform. The Class A uniform can be worn at all events, whereas the Class B uniform is allowable and preferred for some events.

The Class A uniform consists of

- Scout shirt (long or short sleeves, according to preference)
- Scout pants or shorts,
- Scout socks and belt
- Scout neckerchief and neckerchief slide

Troop 673 wears a yellow neckerchief with blue piping. Red or green shoulder loops are worn on the shirt. Insignia worn on the shirt are the troop numerals (673); the Great Falls, Virginia patch; the World Scout Crest patch; the 40-year patch; and the quality unit award. The neckerchief and insignia are all obtained from the troop. Rank insignia, patrol patches, and merit badges are also obtained from the troop. The inside covers of the Boy Scout Handbook illustrates the placement of insignia on the shirt. Currently, the scout neckerchief and slide are not required for the weekly Troop meetings unless the scout is

part of the Color Guard, having a Scoutmaster Conference or Board of Review, or the meeting is a Court of Honor.

The Class B uniform consists of

- Scout pants or shorts
- Scout socks and belt
- Troop T-shirt

Official scout uniforms may be purchased at the National Capital Area Scout Shop at NCAC Headquarters at:

- 9190 Rockville Pike
- Bethesda, MD 20814
- (301) 564-1091
- M-F 9am-5:30pm; Th 9am-8pm; Sat 10am-3pm

It is located at Cedar Lane and Rockville Pike, just north of NIH and Bethesda Naval Hospital. Experienced scouting personnel operate the shop and are on hand to provide information and advice, if needed.

The Boy Scouts of America Catalog is sent annually to each registered Scout or can be viewed online at [www.scoutstuff.org/bsasupply](http://www.scoutstuff.org/bsasupply). Copies may also be obtained at the Scout Shop in Bethesda. All Scout equipment may be purchased through the catalog or online at standard prices plus shipping and handling. Orders are usually shipped within a few days. For telephone orders for VISA, MC, or AMEX credit card holders, call 1-800-323-0732.

### **Backpacking Equipment**

Troop 673 is an active outdoor-oriented troop. With the exception of August, the troop schedules an outdoor activity every month, typically involving an overnight campout and a hike. To participate in these outdoor activities, your Scout will need to acquire or borrow some basic equipment. Experience has proven that if you are not familiar with outdoor equipment (cost vs. quality), it is easy to spend a lot of money and end up with poor quality. The Boy Scout Handbook contains excellent sections on hiking (page 197) and camping (page 217) that explain the type of gear a Scout will need and some basic information on how to use it.

Local sources of equipment include:

- REI (Fairfax, Baileys Crossroads)
- LL Bean (Tysons)
- Dick's Sporting Goods (Fair Lakes, Sterling)
- Hudson Trail Outfitters (Fairfax)
- Eastern Mountain Sports (Arlington)

Each store carries a variety of equipment, and their sales staff is knowledgeable about their stock. Good bargains may be found if you watch for sales and do comparison shopping. If you are not familiar with camping gear and the relative quality, buying at discount stores (whose staff are usually uninformed) can be hazardous.

LL Bean is also a good mail order source for quality equipment (call Customer Service 800-341-4341) to ask about specific items or for their Sporting Specialties Catalog). Another mail order source is Campmor in Paramus, NJ (800-525-4784 to ask about specific items or to receive their catalog) or online at [www.campmor.com](http://www.campmor.com).

Prior to purchasing major equipment, it is recommended that the Scout, and possibly the parents discuss the equipment selected with the Scoutmaster or one of the Assistant Scoutmasters.

Finally, if you feel you cannot afford the expense of either the uniforms or equipment, please contact the Scoutmaster or the Troop Committee Chair. These matters are handled with strict confidence.

## Troop 673 Equipment List

Below is a list of basic equipment. See the Troop Equipment Handout for additional information on selecting equipment. Remember Troop 673 is an active backpacking oriented troop that hikes and camps in all kinds of weather.

**To reiterate, the immediate backpacking needs are: backpack, sleeping pad, sleeping bag, raingear, hiking boots. \*\***

### Sleeping gear

1. Sleeping bag (we do cold weather camping)\*\*
2. Sleeping pad (for ground insulation)\*\*
3. Sleeping pillow or small cloth stuff bag (optional)

### Additional gear

1. Backpack\*\*
2. Pack Cover
3. Flashlight (small AA battery size) and batteries
4. Toothbrush and toothpaste (in zip-lock bag)
5. Pen, notebook, Scout Handbook
6. Toilet paper (1/4 roll w/o inner tubing) (in zip-lock bag)
7. Soap (in zip-lock bag)
8. Pack towel or hand towel
9. Two large garden trash bags
10. Insect repellent (stick or cream, no sprays)

### Personal First Aid Kit (in sandwich size zip lock bag)

1. 3-4 Band-Aids
2. 3-4 adhesive pads
3. 3-4 sterile pads
4. roll of gauze
5. anti-bacterial ointment
6. moleskin
7. 3-4 butterfly closures
8. waterproof medical tape

### Mess Gear

1. Medium size bowl (durable plastic)
2. Medium size cup (durable plastic)
3. Fork and spoon (heavy duty Lexan © polycarbonate)
4. 1 quart Canteen (translucent plastic) or plastic water bottles

Clothing (some items may not be needed depending on season or length of trip)

1. One extra pair of underwear
2. One pair polypropylene long johns
3. Two pairs polypropylene undersocks (one worn, one spare) \*\*
4. Two pairs wool socks (one worn, one spare) \*\*
5. Two Scout Class B T-shirts (Troop, BSA, or BSA Camp issue)
6. One pair shorts
7. One pair long pants
8. One long sleeved shirt (flannel or wool)
9. Hiking boots\*\*
10. Campsite footwear
11. Summer or winter hat
12. Raingear (ponch or rainsuit)\*\* (always assume it will rain)
13. Wool sweater, light jacket
14. Gloves, winter or work

Note 1: Put clothing items in gallon-size zip-lock bags.

Note 2: Upper body clothes are typically worn in layers, e.g., T-shirt, shirt, sweater, windbreaker, which are stripped off or added on depending on the weather. Overpacking the backpack is the cardinal mistake of first-years.

#### Optional

1. Tent (not needed by first-years)
2. Ground Cloth
3. Sunglasses
4. 25 feet of 1/8" nylon rope

## VII WHAT IS EXPECTED OF THE SCOUT

A successful Boy Scout troop involves many key ingredients – a responsive chartered organization, a challenging and rewarding program, dedicated and knowledgeable adult leaders, adequate resources, supportive parents, and most importantly, interested and motivated Boy Scouts. You, as parents, should expect your son's troop to fulfill the first four of these ingredients, as well as the opportunity for new experiences, growth of character, and the rewards of a team environment. When a young boy joins the Boy Scouts, he is frequently not aware of the obligations and responsibilities he must accept which are vital to a successful scouting experience. Since parents may not be familiar with all of these responsibilities, or expectations, they are listed below for your review. While the Scouts are constantly reminded of these responsibilities during troop meetings and other activities, your assistance in assuring that your son(s) understands these expectations would be appreciated.

The Scouts in Troop 673 are expected to:

1. Attend weekly troop meeting. Attendance at weekly meetings is required to ensure a quality program, where Scouts are learning skills for advancement and preparing for trips. A clear demonstration of Scout Spirit is attendance at weekly meetings.
2. Participate in troop activities. The Troop's program is centered around the monthly outings. The Scout cannot grow and learn without participating in the monthly outings. In addition, participation in the Troop's service projects is required for advancement and is a demonstration of Scout Spirit.
3. Attend the annual summer camping activity. Summer camp is one week in length.
4. Wear the complete designated uniform at scout meetings and designated activities. Class A uniforms are required for all Troop meetings, and for traveling when on the monthly outing. Class B uniform is acceptable on some limited number of occasions. When in doubt, the Scout should call his Patrol Leader or wear the Class A uniform.
5. Keep the Boy Scout Handbook up-to-date and bring it to all troop meetings.
6. Keep his records in Troop Master current.
7. Live the Scout Law. The Scout Law, Motto, and Slogan are sets of values and behaviors to live by. The Troop lives these in our lives.

Your son's commitment to these expectations should lead him to mature citizenship and manhood.

## VIII WHAT IS EXPECTED OF PARENTS

Just as you expect the troop leadership to provide a challenging, rewarding, and appealing program for your Scout, there are certain responsibilities we expect from you, the parents, to ensure a successful program. We request you take these responsibilities as seriously as they are intended.

- 1. Encourage and support your son** as he embarks on his Scouting adventure. It is truly an opportunity for him to grow as a person – physically, mentally, and spiritually. Go over pertinent portions of this manual with him so that he will know how this program is set up and to whom he should go to if he has any questions. We don't want him to feel lost or overwhelmed.
- 2. Read the Boy Scout Handbook** section entitled How to Protect Your Children from Child Abuse and Drug Abuse: A Parent's Guide. This 24-page section contains advice on how to prevent these disastrous occurrences and is designed for the parents to read. As a condition of joining Boy Scouts, you are required to complete this section with your prospective Scout. It is the only item you sign-off in the Scouting program.
- 3. Attend all Courts of Honor.** These are scheduled every quarter – only four times a year with the exception of the special Eagle Courts of Honor that are held as required. At these times, we honor the boys for their achievements. Even if your son is not on the program for a particular Court of Honor, we encourage you to attend anyway. We need to show Scouts that what they accomplish is worthy of recognition. As parents, you send an important message when you are present and the wrong one when you are not, particularly if your son is being recognized. The enthusiasm and interest shown by the parents is directly reflected in the Scouts of this troop.
- 4. Try to attend other troop functions.** Get to know other Scout families and the Adult leadership. Some of them will be serving as role models for your son for the next four to six years.
- 5. Help provide transportation for troop outings.** We are fortunate to have so many active adult leaders who accompany the boys on camping trips. As a safety precaution, the parents provide the major share of the troop's transportation to the outings. Each year in September, Parent Activity sign-up forms are sent home. These forms allow the parents to sign up for driving, service project, and Court of Honor responsibilities.
- 6. Pay the appropriate fees and provide the needed medical forms when requested.**

Please feel free to contact the Scoutmaster or the Troop Committee Chair if you have any questions or concerns about the program or suggestions for improvement. Of course, we would welcome any of you who might want to an Assistant Scoutmaster or join the Committee.

We hope that this manual has been and will continue to be a help to you. We suggest you keep it handy for easy reference.

Again, welcome to Troop 673, and we trust your son's Scouting experience will be a lasting and rewarding one. We will certainly do our best to achieve these goals.