

# BOY SCOUTS TROOP 382



ST. PAUL UNITED METHODIST CHURCH  
8264 LONE STAR ROAD  
JACKSONVILLE FLORIDA 32211

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PARENTS' INFORMATION HANDBOOK

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Revised October 2013

# MEETINGS

## MONTHLY COMMITTEE & PARENT MEETING:

The agenda consists of planning, evaluation and discussion of all troop events, activities, problems, solutions, etc. Cover dish supper begins at 6:30p.m. with business meeting beginning at 7:00 p.m. and usually last one and a half (1-1/2) hours to two (2) hours. The adult governing body consists of:

- Committee Chairman
- Secretary
- Committee Members
- Adult Troop Leadership
- Parents
- SPL

Adults are asked to hold positions such as:

- Committee Chairperson
- Scoutmaster
- Committee Secretary
- Popcorn Sales Chairperson
- Treasurer
- Transportation Chairperson
- Advancement Chairperson
- Scout Blast Ticket Chairperson
- Special Activities Chairperson
- Assistant Scoutmaster
- Camping Menu Approvals
- Equipment Chairperson
- Merit Badge Counselor
- Registration Chairperson

## WEEKLY TROOP MEETINGS:

Parents are needed to supervise some activities, help in planning and assist with merit badge counseling. Currently, the meetings are held Tuesday evening at 7 p.m. in the classrooms at St. Paul United Methodist Church. Meetings are scheduled to end at 8:30pm and may occasionally run a little late depending on the activity. Please help your scout stay until the end of the meeting.

These weekly meetings are planned in advance by the Senior Patrol Leader from input by the Patrol Leadership Conference (PLC) which meets when called by the SPL. The PLC consists of:

- Boy Scout Senior Patrol Leader (SPL)
- Boy Scout Assistant Senior Patrol Leader (ASPL)
- All Patrol Leaders and Officers
- Scoutmaster as required

## MEETING METHOD:

### THE PATROL METHOD:

- The Scout troop is made up of patrols. A patrol is a grouping of six to eight boys who work together.
- Each patrol elects its own boy leader, called a patrol leader.
- The new Scout patrol is composed of new members who have not entered seventh grade. The experienced Scout patrol is for those boys who are age 12 and older.

Annual Planning Meeting: Once a year parents and Scouts meet in the early fall after the bi-annual election of officers to schedule troop activities for the coming year. Events include camping trips, special projects, meetings, courts of honor, etc. All Scouts and interested parents are encouraged to attend to give input, new ideas and suggestions for change.

Court Of Honor: These are special quarterly meetings where merit badge and rank advancements and special awards are presented. Rank advancements are presented only when the parent, immediate relative or surrogate parent is present. A parent's meeting is conducted at the end of each court of honor and current issues and events are discussed. The CLASS 'A' UNIFORM IS REQUIRED AT THE COURT OF HONOR.

## **UNIFORMS:**

\*CLASS 'A' - Worn to all Scout functions (weekly meetings, camping trips, fund raisers, and in transit to and from Scout functions and camps. The Class 'A' Uniform is worn to the weekly meetings from Labor Day through Memorial Day and consists of:

1. Scout Shirt with appropriate numbers, council patch and rank patch
2. Scout pants - long or short
3. Scout belt
4. Scout socks - long socks should be worn with short pants
5. Neckerchief with slide - worn only at quarterly Court of Honor meetings and Eagle Court of Honor

\*CLASS 'B' - may be worn after arrival on camping trips and to the weekly meetings from Memorial Day to Labor Day. The Class 'B' uniform consists of:

1. Scout Tee-shirt - can be troop tee-shirt or camp/Scout tee-shirt
2. Scout pants - short or long
3. Scout belt
4. Scout socks - same as Class 'A'

All Scouts' clothing and other items can be purchased at:

Scout Shop, 521 South Edgewood Avenue	(904) 388-0591
Jax Army/Navy Outdoors Store, 127 Monument Road	(904)725-5000
Black Creek Outfitters, 10051 Skinner Lake Drive	(904) 645-7003

The Troop has a limited supply of used uniform parts for the boys. Parents are encouraged to restock this supply with uniforms as the boys outgrow.

Adults holding leadership positions within the troop are encouraged to wear uniforms on the same basis as the boys.

## **TREASURY / MONEY**

### Scout Registration and Dues:

1. Initial Registration fee is \$36.00 per Scout.
2. Scout Dues are \$ 6.00 per monthly - paid to the Troop Scribe and are exclusively collected by Scouts and NOT adults. Dues must be paid current in order to go camping each month. Dues are paid by scouts to the Troop Scribe and the Scribe will turn the money over to an adult for deposit before the end of the meeting. The Treasurer of the troop committee will work with the Scribe on the proper procedures.
3. All awards, registration and Boy's Life magazine are paid with dues receipts.

### Adult Registration and Dues:

1. Initial registration is \$36.00
2. Annual Dues are \$20.00 and are due on January 1st of each year. This fee may be waived if a parent participates in at least three (3) camping trip annually.

### Camping and Activity Fees:

Troop camp and activity fees are collected before leaving for the trip. Sometimes they will be further in advance than others especially where a down payment is made. For instance Summer Camp usually requires a deposit far in advance whereas a local trip may not require an advance payment.

Fees vary with location and activity and are paid to Scout Scribe or Adult Troop Treasurer.

### Camping Food Expense:

- Each Scout will pay the designated food fee to the troop's Scribe or designee.
- Food for camping is usually planned and purchased by the patrol with the cost divided among the number of boys in each patrol attending the camping trip. The food money is to be paid by the Tuesday meeting before the trip. If a Scout does not show up for the trip then this money is forfeited.

### Opportunities to earn money:

- Scout may engage in fundraising activities as approved by the Governing Committee. Such activities may include:
- Blast Ticket and Popcorn sales with commissions to be applied to any summer Scout camp.
- Car Wash
- Others as announced

### Scout Passbook Account:

- Each Scout will have a passbook account which is for the benefit of the Scout.
- Money earned by the Scout will be placed into this account.
- Excess money collected for camping or activity fees will be distributed to the passbook account of the attending Scouts. This account may be used to help pay for Summer Camp, Eagle Court of Honors and other activities based on the discretion of the Scoutmaster.
- Checks paid to Troop are made payable to "BSA Troop 382".

**\*Scouts in financial need are encouraged to see the Scoutmaster for alternative funding. We do not want any Scout to be excluded from any function due to financial reasons. The Scoutmaster will attempt to be as discrete as possible when dealing with this issue. However, the Scoutmaster may have to involve other adults from time to time.\***

## **COUNCIL POLICY:**

**\*NO tobacco products will be used and NO clothing advertising tobacco products will be worn during any Scout functions.**

**\*Football is not an approved sport during any Scouting function.**

## **SAFETY:**

The current edition of Guide to Safe Scouting, a Unit Leader's Guide to Current Policies and Procedures for Safe Activities shall be followed at all times. The Guide has sections on:

- I. Adult Leadership
- II. Aquatics Safety
- III. Camping
- IV. Drug, Alcohol, and Tobacco Use and Abuse
- V. Emergency Preparedness
- VI. First Aid
- VII. Fuels and Fire Prevention
- VIII. Guns and Firearms
- IX. Sports and Activities
- X. Inspections
- XI. Medical Information
- XII. Transportation
- XIII. Winter Activities
- XIV. Youth Protection and Child Abuse

## **CAMPING TRIPS:**

**CURRENT HEALTH FORMS REQUIRED AT ALL TIMES**

- ❖ Each patrol is responsible for:
  - Transportation
  - Food planning, purchasing and packing
  - Duty Assignments
  - Personal gear
  - Tents
  - Reimbursement of the Scout who purchased the food & supplies
- ❖ The troop will provide chuck boxes which contain cooking gear, stove, lanterns, tarps, troop gear, flags, etc.
- ❖ Departure and arrival time varies with each trip but the routine departure times are Friday afternoons.
- ❖ Scouts are to arrive at St Paul United Methodist by 5:00 p.m. to pack gear and depart at 5:30 p.m. (Sit may necessary to change the times on occasions)
- ❖ Routine arrival times are between 11:00am to 3:00 pm on Sunday at St. Paul United Methodist Church.

❖ **Parents are expected to participate:**

-Camping - All parents are needed to rotate in the camping schedule. Weekend campouts are usually once a month. Adults will need their own sleeping bag, tent and cup. Adults camp together.

-**NO** adults may camp in tent with Scouts. Women may camp if two or more attend. Remember: Separate facilities may or may not be available.

-Transportation may be needed even if a parent cannot camp. Drivers must be licensed over 21 years of age.

Camping Activities may include:

- Knife use- Scouts must have earned Tote m Chip Card/Batch to carry a pocket knife.
- Lighting and maintaining wood fires and propane cooking stoves-(**Scouts must have earned Fireman Chit Card**)
- Low impact camping
- Ax use
- Water sport
- Hiking

CAMPING EQUIPMENT:

Necessary Personal Camping Gear:

- |                            |  |
|----------------------------|--|
| *Sleeping bag ground cloth | * Canteen mess kit with cup              |
| *Sturdy shoes              | *Tent with fly                           |
| *Back pack                 | *Rain gear                               |
| *Boy Scout Handbook        | *Proper clothing for the weather changes |

*A sweatshirt and windbreaker are appropriate even when you think it will be hot.*

**ADVANCEMENT:**

\*New Scouts will ordinarily work on rank advancements with the Scoutmaster and his assistants. The ranks of Tenderfoot, Second Class and First-Class are earned in sequence by the Scout completing series of requirements. These requirements are found in the Boy Scout Handbook. Most of this work will take place during the regular meetings; some will take place during the camping trips or at summer camp.

\*New Scouts may work on a few merit badges before achieving First-Class rank, but are encouraged to concentrate on the rank advancements. Most of the work toward merit badges should occur while they are First-Class, Star, Life or Eagle rank.

## THE MERIT BADGE PROGRAM:

\*The ranks of Star, Life and Eagle require Scouts to earn a certain number of merit badges. Merit badges are awarded to Scouts for fulfilling requirements in specific fields of interest. The subjects range from agribusiness to woodwork and cover areas such as hobbies, careers, sports, science, and Scouting skills and there are more than one hundred merit badges. The Boy Scout Requirements booklet or <http://www.meritbadge.com> (unofficial) is a good reference for the merit badge requirements. A Scout, along with another Scout, works closely with an approved merit badge counselor to complete the requirements for the merit badge. Each counselor must be a registered adult member of the Boy Scouts of America and an expert in the chosen subject.

## PROCEDURE FOR EARNING MERIT BADGES:

1. Obtain approval from Scoutmaster and a "blue card" Merit Badge Application from a uniformed adult. Complete the Scout section.
2. Obtain a merit badge worksheet from an adult or the merit badge website – [www.meritbadge.org](http://www.meritbadge.org). Complete the worksheet as you complete the merit badge requirements.
3. Obtain a merit badge counselor through the Advancement Chairman or Scoutmaster.
4. Check out merit badge book from troop library. Additional books may be purchased through Scout headquarters, Army/Navy, Brasington, etc.
5. Contact Merit Badge Counselor and schedule work times.
6. Upon completion, give completed workbook to the Advancement Chairman. He will review the workbook and return it to the Scout. **IMPORTANT: Save this portion for Scout's permanent record, it may be necessary documentation for advancing to Star, Life or Eagle Scout rank.**
7. Merit badge will be presented at the next Court of Honor.

## **SERVICE HOURS/PROJECTS:**

Scouts must have service hours to advance. These are earned by:

- 1. Helping with Eagle projects.
- 2. Scouting for Food.
- 3. Telephone book recycling
- 4. Service time approved by Scoutmaster



## SCOUT OFFICERS:

Scouts need to hold various positions from the rank of First-class in order to progress in rank. Elections are held by the boys every 6 months in February and August.

### SCOUTS POSITION & DUTIES:

POSITIONS	DUTIES
<b>Senior Patrol Leader (SPL)</b> Elected by troop	Conducts meeting, plans weekly agenda
<b>Assistant Senior Patrol Leader (ASPL)</b> Assigned by SPL	Assists Senior Patrol Leader Fills in, in the absence of Senior Patrol Leader
<b>Scribe</b> Assigned by SPL	Collects and records all monies-Takes attendance
<b>Librarian / Historian</b> Assigned by SPL	Keeps library organized and updated Composes monthly newsletter for Scouts/parents. (The Library is kept in the adult's room closet)
<b>Chaplains Aid</b> Assigned by SPL	Leads worship moment during Troop's gatherings and at other appropriate times
<b>Quartermaster</b> Assigned by SPL	Organizes, packs, and inventories troop equipment
<b>Patrol Leader</b> Elected by Patrol Members	Leads small groups (no more than 8) Helps plan patrol activities, camping, menus, etc.
<b>Assistant Patrol Leader</b> Assigned by Patrol Leader	Fills in, in the absence of Patrol Leader

ADULT LEADERS & POSITIONS

**SCOUTMASTER**

David Jones..... (904)476-1136.

**ASSISTANT SCOUTMASTERS**

Doug Mollenhour..... (904) 721-2941

Robert Jordan..... (904) 743-0584

Darryn Sullivan..... (904) 226-0449

James Murphy..... (904) 534-5238

Peter House ..... (904)725-2103

**COMMITTEE CHAIRMAN**

Jeffrey Eason..... (904) 743-2642

**COMMITTEE SECRETARY**

Doug Mollenhour..... (904) 721-2941

**TREASURER**

Jeffrey Eason..... (904) 743-2642

**ADVANCEMENT CHAIRPERSON**

Peter House ..... (904)725-2103

**WEB SITE CHAIRPERSON**

Peter House ..... (904)725-2103

**OUTDOOR/CAMPING CHAIRPERSONS**

Darryn Sullivan..... (904) 226-0449

**SCOUT SUPPLIES SWAP**

Eva Jallah.....(904) 563-3704

**COMMITTEE MEMBERS**

Debbie House ..... (904)725-1097

Eva Jallah..... (904) 563-3704

Mynette Fenner..... (904) 610-4006